

Oxnard Union High School District

Oxnard, California

REGULAR BOARD MEETING

August 3, 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 on August 3, 2016 at 3:35 pm, 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:

Penelope A. DeLeon, Ed.D – Superintendent of Schools
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:

Moira Gallo, Anna Rangel.

Guests present:

Jake Wallace, James Koenig, Wes Davis, Gary Mayeda, Joshua Koenig-Brown, Ken Goeken, Jeff Marderosian Lupe Reyes, 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: Trustee Herrera moved to adopt the Agenda dated August 3, 2016, as presented. Seconded by Trustee Davis and carried unanimously. Vote 5/0.

4. APPROVAL OF MINUTES

Motion: Moved by Trustee Herrera to approve the Regular minutes dated June 8, 2016 and June 22, 2016, as presented. Seconded by Trustee Edmonds and carried unanimously. Vote 5/0.

5. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

No public comment.

6. CLOSED SESSION

President Hall stated that the Board would adjourn to Closed Session at 3:37 pm 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

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)

▪ Certificated 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. 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
- G. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
Initiation of litigation pursuant to Govt. Code § 54956.9(d)(4): 2 cases

7. RECONVENE IN PUBLIC: REPORT ON CLOSED SESSION ACTION

The Board reconvened at 5:23 p.m. President Hall reported out that one action was taken. Motion: that the Oxnard Union High School Board of Trustees approved the appointment of Ted Lawrence, Principal, and Pacifica High School. The motion was made by Trustee Herrera and seconded by Trustee Davis by a vote of 5/0.

8. RECOGNITION

- A. Introduction of Newly Hired Assistant Principals

Presented by Dr. Rocky Valles.
Introduced:

- Shannon Houston – comes to us from OHS as a teacher. She will be an assistant principal at OHS.
- Aaron Luoma – Assistant Principal at Oxnard Adult School. He came most recently from the Central Valley where he was an Assistant Principal at Tulare High School, and he spent ten years at the middle school level. It was noted that he is originally from the Ventura/Oxnard area.

9. PUBLIC COMMENTS TO ADDRESS THE BOARD OF TRUSTEES

- No public comments.

10. SUPERINTENDENT’S REPORT

Presented by Superintendent DeLeon.

- Great meetings and collaboration
- Important goal of board is collaboration with colleges/university/feeder school districts
- This is a P-K12 effort. Busily meeting with all but one of the feeder school superintendents.
- About to meet as a group for the first time in awhile to discuss how we can align P-K – their goal for their students is the same vision as ours. We want to be sure that we know where their students have been before they get to us, and us, after they leave us.
- Met with Drs. Cynthia Azari/Oxnard College and Greg Gillespie/Ventura College regarding course articulation, dual-enrollment and Early College HS programs.

- Within the next week will meet with the past and current presidents of CSUCI – we have a goal to have guaranteed acceptance programs into majors.
- On Monday had a wonderful Board Retreat. Talked about vision, about establishing high expectations and equity for every student.
- Revisions to governance standards as set forth in 9000 and 9005
- Reviewed and revised the Board goals; equity and access and adding a goal of community outreach. We determined the metrics for success and are completely aligned with the state accountability system.
- We will have measurable targets, board calendar and achievement reports at the September 7 meeting.
- Really enjoyed receiving input and working on the Superintendent's evaluation template which is the work of the district. The metrics for success are included and all competencies. DeLeon stated that she would bring a draft back for the September 7 meeting.
- Would like to continue to have those board workshops on a quarterly basis, with the topic of equity and access for the next meeting.

12. CONSENT CALENDAR

Motion: Trustee Davis: request pull for discussion and separate action, with the exception of Consent G, the personnel sheet, specifically the AG teacher vacancy at ACHS.
Second: Herrera. Vote 5.0.

A. Consideration of Approval of Purchase Orders and Direct Pays, June 13 - July 21, 2016

Purchase Orders totaling \$5, 902,184.45 and Direct Pays totaling \$862,578.41 be approved, as presented.

B. Consideration of Approval of Donations, June 14 - July 25, 2016

It is the recommendation of District Administration that the Board of Trustees accept the donations for the reporting period June 14 - July 25, 2016, as presented.

C. Consideration of Approval of 2016 Oxnard Union High School Graduates

It is the recommendation of the Administrative Staff that the Board of Trustees approve the 2016 Oxnard Union High School Graduates, as presented.

D. Consideration of Approval of Quarterly Report on Williams Uniform Complaints for 4th Quarter, April 1, 2016 - June 30, 2016

It is the recommendation of the Administrative Staff that the Board of Trustees approve the Quarterly Report on Williams Uniform Complaints for 4th Quarter, April 1, 2016 - June 30, 2016, as presented

E. Consideration of Approval of Memorandum of Understanding between Oxnard Union High School District and Ventura County Office of Education (VCOE) - Regional CTE Incentive Grant Consortium

It is the recommendation of the Administrative Staff the Board of Trustees approve the Memorandum of Understanding between Oxnard Union High School District and Ventura County Office of Education (VCOE) - Regional CTE Incentive Grant Consortium, as presented.

F. Consideration of Approval of Agreement between Oxnard Union High School District and Dr. Allyson Tintiango-Cubales/Community Responsive Classrooms for Professional Learning

It is the recommendation of the Administrative Staff the Board of Trustees approve the Agreement between Oxnard Union High School District and Dr. Allyson Tintiango-Cubales/Community Responsive Classrooms for Professional Learning, as presented.

G. Consideration of Approval of Certificated and Classified Personnel

Approved

Valles noted that the position was flown March 1 – June 2016. Only 4 individuals applied and only two were credentialed to teach the class. One then took another position. The one we hired comes from a neighboring district with 10 years, and therefore, negotiated a higher 'step' salary grade which includes statutory benefits. Trustee Davis requested that as far as process for the future, if an exception must be found due to hard difficult to find credentialed applicants that staff bring this as a separate action item.

Motion: Trustee Davis moved for approval of Certificated and Classified Personnel, as presented. Seconded by Trustee Edmonds and carried unanimously. Vote: 5/0.

H. Consideration of Approval of Renewal of Internship Credential Program Agreement between National University and Oxnard Union High School District

It is the recommendation of District Administration that the Board of Trustees approve the Internship Credential Program Agreement between National University and the Oxnard Union High School District, as presented.

13. ACTION

A. Consideration of Approval to Award A Five-Year Agreement to Vavrinek, Trine, Day & Co., LLP for Auditing Services (RFP #544)

Approved

Motion: Trustee Edmonds moved that the Board of Trustees approve award to Vavrinek, Trine, Day & Co., LLP (VTD), as presented. Seconded by Trustee Davis and carried unanimously. Vote 5/0.

B. Consideration of Adoption of Resolution No. 16-27, Resolution for Oxnard Union High School District Conflict of Interest Code

Approved

Motion: Trustee Herrera moved that the Board of Trustees adopt Resolution No. 16-27, Resolution for OUHSD Conflict of Interest Code, as presented. Seconded by Trustee Sher and carried unanimously. Vote 5/0.

It was noted that principals are not listed under this item as they do not have direct purchasing authority.

C. Consideration of Approval of Memorandum of Understanding between Oxnard Union High School District and City of Camarillo Police Department for Police Services - School Resource Officers at Adolfo Camarillo High School, Frontier High School, and Rancho Campana High School for the 2016-17 School Year

Approved

There was much discussion on this item. Concerns focused on whether :

- All site needs for availability have been addressed, to include coordination of calendars and availability with site principals, notice in advance to the principals for conversation and reconsideration by the Camarillo Police Department of costs. Mr. Dickinson reported that the City of Camarillo has agreed to amend the agreement for SRO services at RCHS for 2016-17. The SRO Services at RCHS will be reduced by two hours per day, which is about a \$50,000 cost reduction.
- Varying costs for different sites, most notably, and why there is a difference in \$45K between ACHS and RCHS and FHS which are smaller (\$203K) and RMHS (\$176K). Questions were raised regarding whether we are paying override costs because we deal directly with the Sherriff's office. President Hall asked if we could bid these agreements out and deal directly with the Sheriff's, however, Dr. McCoy, stated we cannot, as these are individual agreements within those cities of law enforcement. RMHS has an agreement with the Sheriff's department only because it is an unincorporated area.
- The questions was also raised, why, if officers have the same salary schedules, the costs are so different. Trustee Edmonds and other trustees concurred that service in this area requires further review, and asked for more specifics for each site that are parallel and/or similar so next year we will be better informed and can address this matter more effectively.
- It was clarified that ACHS has 11 month coverage due to summer school at three campuses in Camarillo.

Motion: Trustee Edmonds moved that the Board of Trustees approve the Memorandum of Understanding between Oxnard Union High School District and City of Camarillo Police Department for Police Services - School Resource Officers at Adolfo Camarillo

High School, Frontier High School, and Rancho Campana High School for the 2016-17 School Year, as amended, to include language directing staff to meet with the City of Camarillo and express concern regarding the disparity of cost. Seconded by Trustee Sher and carried unanimously. Vote 5/0.

D. Consideration of Approval of Memorandum of Understanding between Oxnard Union High School District and Ventura County Sheriff's Department to provide a School Resource Officer at Rio Mesa High School for the 2016-17 School Year

Motion: Trustee Davis moved that the Board of Trustees approve the Memorandum of Understanding between Oxnard Union High School District and Ventura County Sheriff's Department to provide a School Resource Officer at Rio Mesa High School for the 2016-17 School Year, as presented. Seconded by Trustee Davis and carried unanimously. Vote 5/0.

Approved

E. Consideration of Approval of Renewal of Agreement between Oxnard Union High School District and My Learning Plan for the 2016-2017 School Year

Motion: Trustee Herrera moved that the Board of Trustees approve the Renewal of Agreement between Oxnard Union High School District and My Learning Plan for the 2016-2017 School Year, as presented. Seconded by Trustee Edmonds and carried unanimously. Vote 5/0.

Approved

F. Consideration of Approval of Revision to the Original Declaration of Need for Fully Qualified Educators for the 2016-2017 School Year

Motion: Trustee Sher moved that the revision to the original Declaration of Need for Fully Qualified Educators for the 2016-2017 school year be approved by the Board of Trustees, as presented. Seconded by Trustee Edmonds and carried unanimously. Vote 5/0. It was noted that the original declaration presented on May 28, 2016.

Approved

G. Consideration of Approval of Receptionist Job Description, Second Reading

Motion: Trustee Herrera moved that the Board of Trustees approve the Receptionist job description, second reading as presented. Seconded by Trustee Davis and carried unanimously. Vote 5/0.

Approved

H. Consideration of Adoption of Board Policy and Administrative Regulations 4112.2: Certification, [First Reading]

Motion: Trustee Edmonds moved that Board Policy and Administrative Regulations 4112.2: Certification be adopted by the Board of Trustees as presented, waiving the second reading. Seconded by Trustee Davis and carried unanimously. Vote 5/0.

Approved

I. Consideration of Approval of Provisional Internship Permit

Motion: Trustee Sher moved that the Provisional Internship Permit for Cecilia Weight be approved by the Board of Trustees, as presented. Seconded by Trustee Edmonds and carried unanimously. Vote 5/0.

Approved

It was clarified if this individual did not complete the last section and if it is not passed, this person would no longer be eligible for employment.

J. Consideration of Approval of Salary and Job Description Reclassification from Administrative Secretary I to Administrative Secretary II

Approved

Motion: Trustee Sher moved that the Board of Trustees approve the salary and job description reclassification from Administrative Secretary I to Administrative Secretary II, as presented. Seconded by Trustee Edmonds and carried unanimously. Vote 5/0.

Trustee Edmonds expressed concern that some of our other sites, namely our larger schools, may bring similar requests. Dr. DeLeon noted that our smaller sites lack many of the various positions of multiple clerical staff, and therefore, that each staff member does many more tasks that would be spread amongst the clerical staff at our larger sites. Dr. Valles clarified for the board that this is an eleven month position.

K. Consideration of Approval of Removal of Principal with District Duties from Certificated Management Position

Approved

Motion: Trustee Davis moved that the Principal with District Duties be removed from Certificated Management positions, as presented. Seconded by Trustee Herrera and carried unanimously. Vote 5/0

L. Consideration of Approval of Stipend for Administrative Mentor/Coach

Approved

Motion: Trustee Davis that the Board of Trustees approve the stipend for administrative mentor/coach, as presented. Seconded by Trustee Edmonds. Ayes: President Hall, Trustees Edmonds, Sher, Davis. Nay: Trustee Herrera. Vote 4/1.

M. Consideration of Approval of Board New Bylaw 9400: Board Self-Evaluation [First Reading]

Approved

Motion: Trustee Herrera moved that the District Governing Board adopt new Board Bylaw 9400: Board Self-Evaluation, waiving the second reading, with added language that the Board shall annually conduct such a meeting. Seconded by President Hall with comment, noting that he recommended that we change from doing this periodically to an annual process, and do this in conjunction with the board process in December and that this be added to the calendar. Vote 5/0.

It was noted that Board Bylaw #9005 on governance standards indicates that board members should have periodic self-evaluation for their own effectiveness, and refers to this, but we have no policy at present that deals with this matter. Dr. Davis suggested we have an adopted Board Bylaw 9000, Role of the Board that could be revised and that he would bring it forth for a second reading.

13. REPORTS TO THE BOARD

A. Mathematics Placement Procedures – Dr. Tom McCoy

- Report on mathematics articulation and placement reviewed in a public meeting per California Mathematics Placement Act of 2015 (SB359)
- McCoy discussed the 3 pathways into math in grade 9: for those entering as Accelerated Students, Grade Level/Math 1 or Remedial specific (Math 9, 1A or 1)
- Information provided in English and Spanish, and a parent appeal form regarding placement is also provided. This is a starting point rather than a binding template. We are trying to meet with our elementary districts now to meet with all of our districts to understand the curricular districts in these K-8 students in order to better inform our teachers/partners, and our math teachers specifically in this transition.
- He noted that the failure rate of students who come in below Math one is double that of those who come in at the general level.
- Trustee Davis inquired regarding if we have had more formalized conversations with Pleasant Valley and Oxnard Elementary to-date, and if not, that his is possibly coming to us sooner than needed, as we have not yet had the articulation with all seven feeder districts as that would provide us with more input. Dr. McCoy stated that we have so many districts that are ready right now and that we need to implement this on our end.
- It was clarified that some of our sites offer Math 9 or offer the 1A or 1B sequence for the remediation. All schools offer Math 1.

- Dr. McCoy stated that over time, the hope is that we will have a specific agreement for each of the seven feeder districts. He added that we have a September 12 meeting with our mentor counselors and directors to map out an 'all counselor' professional learning sequence for the year for math, language arts A-G, in order to ensure the counselors have all the information they need to guide our students appropriately.
- Trustee Herrera asked if parents can advocate different entry points at other points other than these. McCoy stated that generally, no, but sites haven't had a request for Math 3 honors other than one exception. As received, those would be considered on an individual basis. All content for the math courses is posted on the website for each school in both English and Spanish. As new courses are approved, IT posts these and updates the website. McCoy added that we are working to ensure that courses that are out of date are reviewed, and archived.
- Trustees agreed that it would be helpful for the math department work with all counselors at each campus to better understand the content because we apply multiple measures for placement at the college level.
- President Hall inquired how students are placed in classes – is this dependent on grades or on student scores or on the SBAC or other tests. He requested that this wording be revised as follows: that if students qualify in 'ONE of these areas/criteria' that they be placed in one of the courses.
- President Hall also asked if an appeal request is always considered by our district and Dr. McCoy indicated yes; there is a dialogue which always generates a meeting.* Hall: Appeals: Is that request always accepted by our district? McCoy: yes, there is a dialogue, which always generates a meeting to try to communicate what is in the best interest of the student.
- President Hall requested that comments be included earlier with respect to the K-8 articulation, creating a track for remedial students to get into college level math. He added that he would volunteer to work with Dr. DeLeon to get this wording in place.
- President Hall noted that we need to push our teachers to work as colleagues, and focus on what we are doing right, and collaboratively, what we can be doing better.
- He also noted that we need to do a better articulating with our K-8 schools parents' class/coursework information that could potentially affect their child's placement and future technical and/or college school options.

14. BOARD MEMBERS' REPORTS AND COMMUNICATIONS

A. Trustee Hall

- Hall stated that he had an opportunity to attend a fascinating Special Board Meeting on August 1 reviewing all types of data. He thanked Dr. DeLeon for putting that meeting together.

B. Trustee Edmonds

- No report.

C. Trustee Sher

- No report.

D. Trustee Herrera

- No report.

E. Trustee Davis

- Davis stated that he was pleased to sit in for the Monday night Measure H Bond oversight committee, where they had a quorum. He thanked those from the community and Mr. Dickinson for always leading a very effective meeting.

15. ITEMS FOR FUTURE CONSIDERATION

- Update on the new tracks – status.
- Update on the heat issues; and all of the high schools, and specifically ACHS before we return to school.
- Trustee Sher requested changing the board meetings to the 2nd and 4th Wednesday and asked that this be reviewed at the next meeting. She asked that board members consider September 14 and 28th.
- Trustee Davis indicated that he feels we have lost track of where we are at with ACHS turf project. He asked staff to provide information regarding how much money was collected on our behalf, and inquired as to whether this is still a current issue? He asked for this information Friday update or special report.
- Trustee Davis stated the he will continue to work on a First Reading of Student Voter Registration Policy BP 5148 Student Voter Registration. He noted that he has been in contact with the County voter registration office, as well as the Secretary of State's office on this matter.
- It was requested that as part of the calendar of items for the year, that the board receive customer service survey information, once a semester or quarter.
- Trustee Davis requested that for the August 17 meeting, that we add the Role of the Board item BB9000, with just the slight revision that was discussed prior in the meeting.
- Trustee Edmonds addressed the turf issue again. He noted that the district used to have a 50/50 long standing practice that served us well. Various groups would raise half the money, and the district would provide the other on various special projects. He requested that we look into this type of procedure again.
- Trustee Sher agreed with Trustee Edmonds, and noted that she had asked for regarding the policy of what we charge for athletic event costs: military, students, etc. She noted that previously this had been raised in a board meeting that there is not a consistent policy with respect to ticket prices throughout our sites, excluding higher costs for special playoffs. All schools should be consistent in this area. It was also suggested we bring information regarding CIF considerations.
- President Hall spoke to two questions – one from a parent and one from a student. He asked that staff please provide the ACHS and PHS staff and parents information at least monthly updates, to include estimated completion dates.

16. ADJOURNMENT

At President Hall reported the meeting was adjourned at 7:10 p.m.

BOARD OF TRUSTEES


Karen M. Sher, Clerk

Approved as amended



September 7, 2016

Penelope A. DeLeon, Ed.D., Secretary
Superintendent of Schools

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



RESOLUTION #16-27

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE OXNARD UNION
HIGH SCHOOL DISTRICT ADOPTING REVISIONS THROUGH THE
BIENNIAL REVIEW OF CONFLICT OF INTEREST CODE**

WHEREAS, public agencies, including school district governing boards, are required to adopt a Conflict of Interest Code in compliance with Government Code Sections 87300-87313; and

WHEREAS, District elected officials, including Board members and designated employees, shall adhere to the District's Conflict of Interest Code; and

WHEREAS, Government Code Section 87306.5 requires every local government agency to review its Conflict of Interest Code biennially to determine if it is accurate or if the code must be amended; and

WHEREAS, the Administration has reviewed the District's code in keeping with said requirement and presents the revisions herewith for the Board's approval; and

WHEREAS, Oxnard Union High School District Board Bylaws state that the Board shall adopt a Resolution that specifies the terms of the District's Conflict of Interest Code, the District's Designated positions, and the disclosure categories required for each position, and said terms are incorporated herewith by reference;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Oxnard Union High School District has received the revisions through the Biennial Review of the Conflict of Interest Code and agrees that all designated employees shall adhere to the District's Conflict of Interest Code as set forth herein.

PASSED AND ADOPTED by the Board of Trustees of the Oxnard Union High School District the 3rd day of August, 2016.

Signed:

Steve Hall, Ed.D., President of the Board of Trustees of the
Oxnard Union High School District

Karen Sher, Clerk of the Board of Trustees of the
Oxnard Union High School District

CLERK'S CERTIFICATE

I, Karen Sher, Clerk of the Board of Trustees of the OXNARD UNION HIGH SCHOOL DISTRICT, hereby certify that the foregoing is a full, true, and correct copy of Resolution #16-27 adopted at a regular meeting place thereof on the 3rd day of August, 2016, of which meeting all the members of said Board of Trustees had due notice and at which a majority thereof were present, and that at said meeting said resolution was adopted by the following vote:

AYES:	<u>5</u>
NOES:	<u>0</u>
ABSENT:	<u>0</u>
ABSTENTIONS:	<u> </u>

An agenda of said meeting was posted at least 72 hours before said meeting at Oxnard, California, a location freely accessible to members of the public, and a brief general description of said resolution appeared on said agenda.

I further certify that I have carefully compared the same with the original minutes of said meeting on file and of record in my office; that the foregoing resolution is a full, true and correct copy of the original resolution adopted at said board meeting and entered in said minutes; and that said resolution has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect.

Dated: August 3, 2016



Clerk of the Board of Trustees of the
OXNARD UNION HIGH SCHOOL DISTRICT