

Oxnard Union High School District

Oxnard, California

REGULAR BOARD MEETING

August 26, 2015

- 1. CALL TO ORDER** The Regular Board Meeting of the Board of Trustees of the Oxnard Union High School District was called to order by President Hall at 3:30 p.m., August 26, 2015, in the District Office Board Room, 220 South K Street, Oxnard, California.
- Trustees present:** Steve Hall, Ed.D., President
Beatriz R. Herrera, Vice President
Wayne Edmonds, Clerk
Gary Davis, Ed.D., Member
Karen M. Sher, Member
- Administration present:** Gabe Soumakian, Ed.D., Superintendent
Lisa Salas Brown, Assistant Superintendent-Educational Services
Rocky Valles, Jr., Ed.D., Assistant Superintendent-Human Resources (arrival:3:40 p.m.)
Stephen Dickinson, Assistant Superintendent-Administrative Services
Maureen Sheldon, Executive Assistant
- Translators present:** Moira Gallo, Anna Rangel.
- Guests present:** Kathy Greaves, Jane Mintz, Doug Campbell, Patsy Thomas, Puneet Sharma, Ken Goeken, Ray Gonzalez, Wes Davis, Roger Adams, Diana Batista, Bill Dabbs, Robert Greaves, and other interested parties.
- 2. PLEDGE OF ALLEGIANCE** President Hall asked Kathy Greaves to lead the Pledge of Allegiance to the flag.
- 3. ADOPTION OF AGENDA** It is the recommendation of District Administration that the Board of Trustees adopt the Agenda dated August 26, 2015, as presented.
- Motion: Moved by Trustee Davis, seconded by Trustee Herrera and carried unanimously. Vote 5/0.
- 4. PUBLIC COMMENTS ON CLOSED SESSION ITEMS** No public comments.
- 5. CLOSED SESSION** The board moved to Closed Session at 3:33 p.m.
- A.** Public Employee Discipline/Dismissal/Release/Resignation/Appointment/Reassignment [Government Code Section 54957(b)(1)]
- Appointment: Principal
 - Appointment: Director 21st Century Learning & Innovation
- B.** Consideration of Confidential Student Issues Other Than Expulsion and Suspension, Pursuant to Education Code §35146
- C.** Potential Litigation [Government Code §GC 54956.9(d)(4)] > One (1) Case

**6. RECONVENE IN
PUBLIC: REPORT ON CLOSED
SESSION ACTION**

The board reconvened at 5:25 p.m. into Open Session.

President Hall reported that the Board approved the settlement agreement on Case #1 in a 5/0 vote. Trustee Herrera made the motion which was seconded by Trustee Edmonds. This closed session item came under the Consideration of Confidential Student Issues Other Than Expulsion and Suspension, Pursuant to Education Code 35146.

The Board approved the settlement agreement on Case #2 on a 5/0 vote. Trustee Herrera made the motion which was seconded by Trustee Davis. This closed session item came under the Consideration of Confidential Student Issues Other Than Expulsion and Suspension, Pursuant to Education Code 35146.

The Board of Trustees of the Oxnard Union High School District accepted the Voluntary Reassignment of Director 21st Century Learning & Innovation, effective 9/14/15. The motion was made by Trustee Herrera, and seconded by Trustee Hall with a vote 5/0. President Hall stated the Board did not complete their business and will reconvene after Open Session.

The Board resumed Closed Session at 7:13 p.m. When the board left Closed Session and resumed Open Session at 8:30 p.m. President Hall reported that the Board of Trustees of the Oxnard Union High School District approved the appointment of Kathy Greaves to the position of Principal of Condor High School, effective September 1, 2015. The motion was made by Trustee Herrera and seconded by Trustee Edmonds, and was approved by a vote of 5/0.

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

- No comments.

**8. SUPERINTENDENT'S
REPORT –**

A.General Report, Gabe Soumakian,
Ed.D

- Beginning of 15-16 school year.
- Teachers and staff welcomed back students during TCOB week which allows for students to register, turn in all appropriate cards and sign up/take care of all business related matters pertaining to the school year.
- School will be starting on Wednesday, September 2.
- Student representative,
- Rancho Campana High School will open on Tuesday, September 1.

9. CONSENT CALENDAR

Motion: Moved by Trustee Edmonds, seconded by Trustee Herrera as amended, pulling Item J for discussion, Consideration of Certified and Classified Personnel, and carried unanimously. Vote 5/0.

Dr. Rocky Valles asked that Item J be pulled due to some revisions. He asked that the following items be pulled: the Staff Member Jr ROTC teacher at HHS and the Revision of Employment of a Probationary to a Short-term staff permit. The consent calendar was voted on with the exception of 'J' which was considered individually.

A. Consideration of Approval of
2015-16 Annual Agreement between
Oxnard Adult School and Ventura
County Office of Education Career
Education Center

It is the recommendation of District Administration that the Board of Trustees approve the annual agreement between Oxnard Adult School and the VCOE Career Education Center, as presented.

B. Consideration of Approval of
Donations, June 16 - August 17,
2015

It is the recommendation of District Administration that the Board of Trustees accept the donations for the reporting period June 16 - August 17, 2015, as presented.

C. Consideration of Approval of Purchase Orders and Direct Pays, July 29 - August 12, 2015

Purchase Orders totaling \$5,015,103.25 and Direct Pays totaling \$59,084.34 be approved, as presented.

D. Consideration of Approval of Disposal of Surplus Property, June 16 - August 17, 2015

It is the recommendation of District Administration that the items listed above be declared surplus and/or obsolete and that staff be authorized to dispose of all items through recycling, sale or other means, in the most expeditious manner, as presented.

E. Consideration of Approval of the 2015 version of Board Policy Section 0000, AP 0430 Comprehensive Local Plan for Special Education

It is the recommendation of District Administration that the Board of Trustees approve the 2015 version of Board Policy Section 0000, AP 0430 Comprehensive Local Plan for Special Education, as presented.

F. Consideration of Approval of Agreement between Oxnard Union High School District and Ventura County SELPA for Occupational Therapy Services

It is the recommendation of District Administration that the Board of Trustees approve the Agreement between Oxnard Union High School District and Ventura County SELPA for Occupational Therapy Services, as presented.

G. Consideration of Approval of the County of Ventura District Attorney THRIVE-Truancy Habits Reduced to Increase Vital Education Programs (SARB/Truancy Funding)

It is the recommendation of District Administration that the Board of Trustees approve the County of Ventura District Attorney THRIVE-Truancy Habits Reduced to Increase Vital Education Programs (SARB/Truancy Funding), as presented.

H. Consideration of Approval of REVISED Agreement between Oxnard Union High School District and Ventura County Office of Education to provide CAL-SAFE (California School Age Families Education) services for 2015-16 at all high schools.

It is the recommendation of District Administration that the Board of Trustees approve the Agreement between Oxnard Union High School District and Ventura County Office of Education to provide California School Age Families Education (Cal-SAFE) services for 2015-16, as presented.

I. Consideration of Preliminary Approval of Out of State/Country Field Trip: CIHS Marine Biology Team, Honolulu, HI, March 26, 2016-April 1, 2016 (Alternate dates: June 20-25, 2016)

It is the recommendation of District Administration that the Board of Trustees grant the Preliminary Approval of Out of State/Country Field Trip: CIHS Marine Biology Team, Honolulu, HI March 26, 2016 - April 1, 2016 (Alternate Dates: June 20, 2016- June25,2016), as presented.

J. Consideration of Approval of Certificated and Classified Personnel

Motion: Trustee Davis moved that the Board of Trustees approve the personnel items, as amended for Certificated Personnel, removing NJ ROTC Teacher/HHS and Rescinding the Offer of Employment, to include removing that entire area and the individual's name. It was stated that this person is being hired on a STSP on a pink sheet. Seconded by Trustee Herrera and carried 4/0: Ayes: Trustees Hall, Herrera, Sher and Davis. Abstention: Trustee Edmonds.

K. Consideration of Approval of Renewal of Student Teaching Practicum Agreement between National University and the Oxnard Union High School District

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

10. ACTION

~~A. Consideration of Approval of Revision of Board Policy 3305, Signature Authorization~~

Steve Dickinson stated that Action A & B are two related topics. Policy 3305 changes:

- 1) Contracts, board approved or ratified up to \$10K (not employment)
- 2) Employment contracts, add board approved
- 3) Independent consulting agreements, add board approved up to \$10K

Tabled

He noted this is about an annual resolution we take regarding authorized signers. After much discussion, regarding Board approved and/or ratified contracts up to \$10K, President Hall stated that the Board must approve contracts first, before the secretary could sign, unless they were less than \$10K. However, he further stated that the wording presented seemed to contradict itself and was backwards. He requested that the entire policy be brought back with the following modifications: required board approved and/or ratified contracts over \$10K, and that a stipulation be written into the document that monies could be used only be used without immediate approval for safety and/or emergency situations, as well as more specific wording regarding board approval of independent consultants.

Tabled

~~B. Consideration of Approval of Reaffirmation of Board Policies 3312, Contracts; 3311, Bids and 3300, Expenditures/Expending Authority~~

Tabled

Tabled due to Item A

~~C. Consideration of Approval of Reaffirmation of Board Policy 3100, Budget~~

Tabled

There was discussion of budget revisions between our normal audits. President Hall stated that unless we have some expenditure out of the ordinary, then we should not be bringing budget revisions monthly. He requested we rewrite the policy including enough coverage for all major assumptions: enrollment, driven by students and the FTE, review our history of repairs and maintenance, and bring this policy back the following board meeting. He further stated that if a particular expense was necessary and could not be covered from any other category, requiring us to go to reserves that those items must come back to the board. We should not be overspending every month. President Hall requested we write these items into the policy and bring it back. **Tabled.**

D. Consideration of Approval of Renewal of Contract between Oxnard Union High School District and SHMOOP for 2015-16 School Year

Approved

Motion: Trustee Davis moved that the Board of Trustees approve the Renewal of contract between Oxnard Union High School District and SHMOOP for 2015-16 School Year. Seconded by Trustee Herrera and carried unanimously. Vote 5/0.

E. Consideration of Approval of Affiliation Agreement between Claremont Graduate University and the Oxnard Union High School District

Approved

Dr. Rocky Valles stated that we need a new agreement to employ interns due to the national teacher shortage, so more interns are coming to our attention than ever before.

Motion: Trustee Edmonds moved that the Board of Trustees approve the Affiliation Agreement between Claremont Graduate University and the Oxnard Union High School District, as amended to read that the LEA coordinator shall be the Assistant Superintendent of Human Resources, Dr. Rocky Valles. Seconded by Trustee Herrera and carried unanimously. Vote 5/0.

Trustee Herrera asked if the OFTSE need to review and/or be part of this and Dr. Valles stated they did not.

F. Consideration of Approval of Director of 21st Century Learning & Innovation Job Description

Approved

Motion: Trustee Herrera that the Director of 21st Century Learning & Innovation job description be approved by the Board of Trustees, as presented. Seconded by Trustee Davis and carried unanimously. Vote 5/0.

G. Consideration of Adoption of Oxnard Union High School District Board Bylaw 9321: Closed Session Purposes and Agendas and Board Bylaw 9321.1: Closed Session Actions and Reports [both for First Reading]

Approved

Motion: Trustee Edmonds moved that the Oxnard Union High School District Governing Board adopt Board Bylaw 9321: Closed Session Purposes and Agendas for *First Reading* and Board Bylaw 9321.1: Closed Session Actions and Reports for First Reading. Trustee Herrera seconded and asked that changes be brought back to the next meeting, specifically, that all personnel matters must match up to the government code, adding that everything listed out under the employment section under 'Personnel matters' must be itemized. Vote 5/0.

~~H. Consideration of Adoption of the Overarching Goals 2015-2016~~

Tabled

The board engaged in discussion based on input from the Superintendent and staff. Soumakian stated that the prior year we gave the achievements and input of those overarching goals at the end of the year. He noted that several have been modified, however they are very consistent.

There were comments made regarding Items 2, 3, 4 5, 7 and 8, in some cases changing out wording entirely for some existing bullets, modifying or deleting it.

At the conclusion of the discussion it was stated that the goals pertaining to the LCAP and Alternative Education should be removed, and that a review of Alternative Education be brought back in a Friday update in January 2016. It was agreed that the word 'science' would be added to Item #7, and that an individual bullet/number would be added that dealt with redesignation of EL Learners. Item #3 was revised for clarity. On #5 it was felt that this should be left 'open' and the word property (or properties) added, and the language Oxnard #8 dropped.

It was noted that all recommendations would be incorporated into a revised document and brought back before the board and the September 9 meeting.

Tabled

11. REPORT TO THE BOARD

A. Youth Service Officer Program - Steve Dickinson

All of the District's high schools have a full-time Youth Service Officer with the exception of Condor High School located at Oxnard College with their own police. The OUHSD Board has approved 2015-2016 MOUs with Camarillo City, Ventura County Sheriff and the Oxnard Police Department to provide the YSOs. All of these programs were agendaized at the last board meeting, asked to be brought back to discuss the programs, cost alternatives and other options. OPD only bills us 43% of the cost. The Sheriff's department does not have such a program; at 100%. \$174,000 officer cost. The agreement, includes the person, training, equipment, special insurances, but that cost is just that personnel cost. Dickinson noted that this is a partnership with officers from Camarillo PD, Oxnard PD and the Camarillo Sheriff's department. He further added that they function as a liaison to the school, however, they do not impose discipline or suspensions. They are proactive only We have had no marked incidents since 2000 on any campuses. Students are highly aware of these personnel, and students can go talk to them as a facilitative person. If they are not on campus, it is an unknown move on our campuses. Just having them on campus is a deterrent. They do advise the staff regarding how to handle critical situations. Schools invaded with active shooters and how to react, and are specially trained to deal with adolescent behavior and are experts on de-escalation. The junior highs also have officers as well, and this is a continuation directly into high school. Bridging these types of services is critically important. Our principals and administration were surveyed on August 17, and unanimously requested these services continue.

There was much discussion whether all schools have such services, and/or whether they have some other service(s) that accomplishes the same thing, as well as related costs. President Hall noted that safety is our top priority and he supports having sworn police officers on campus. In asking if we had ever explored a cost reduction with the City of Camarillo, it was noted that we don't have the power to negotiate this, and next year, Oxnard PD will no longer be able to reciprocate due to budget issues. It was requested that staff provide the following information: (1) we have the PFOs/PTSA's inquire about their YSOs and involve 360 input, possibly on a parent survey in the spring. Find out how parents, faculty and students feel about this. (2) Look into any cost reduction measures, if possible; (3) Look into and report back the inclusion of officers for RCHS and what resources they will provide specifically for that school.

12. BOARD MEMBERS' REPORTS AND COMMUNICATIONS

A. Trustee Hall

- No report

B. Trustee Edmonds

- No report

C. Trustee Sher

- Honor and privilege to attend the Library of Congress Summer Institute. Sher noted that it was life changing.
- She stated that there was much discussion regarding about equal access, voting rights, desegregation, integration, rigorous curriculum, Rosa Parks Institute for Self-Development, and that representatives were there along with original freedom riders and activists.
- Thanked the board and the public. For the opportunity and those supporters of OUHSD.
- Sher noted that she cannot attend the kick off ceremonies as she will be teaching during that time. She wished all teachers and staff a wonderful 2015-16 school year.

- She also stated that she will be unable to attend a portion of the next board meeting due to Back to School night, adding that she will need to leave about 5:30 p.m. as it begins at 6:00 p.m.

D. Trustee Herrera

- No report.

E. Trustee Davis

- August 14 attended a Retirees Benefit Quarterly Trust meeting that was chaired by one of our teacher's, Jan Henry, and Steve Dickinson also attended. The meeting was focused on a report from the investment counselors. The trust has increased by \$51M or 2.2% growth year-to-date until last week. Its inception was August 2001. Overall, it has increased 6.5% and the consultants do not suggest any changes to the investment portfolio.

13. ITEMS FOR FUTURE CONSIDERATION

- Soumakian noted that at the September 9th meeting he wanted to spend time discussing Oxnard #8 with the board. He noted that Steve Dickinson had put together an extensive report regarding our options and growth patterns. He stated that Decision Insight would be present as well as the City Planner, who originally presented information to the Budget oversight community.
- It was noted that the most student growth is in the North Oxnard area. It is critical that we determine whether we require one or two sites and how we will proceed. Have concerns about the future of the overall cost of the new school. This information will benefit the board to make an informed decision.
- Bring back report on the Opening of RCHS.
- Bring back Administrative board policy (Steve Dickinson).
- Annual reports
- Trustee Herrera requested (1) information requested on the YSO Program/Services to come back (2) board agenda item that states how board members are part of different committees. She requested to see a list of our current committees and members and how members become part of different committees (3) recommending an ad hoc group of the board that can be involved with discussing the agenda, and putting it together for the RCHS Opening. We have board responsibilities for these opening ceremonies.
- Soumakian noted that Principal Roger Adams/RCHS has a committee of teachers and parents, if noted that if board members would like to participate they can. He stated that committee has been formed for some time. He inquired if Trustee Herrera was suggesting a separate committee and she indicated yes. Trustee Davis stated that he participated on a similar committee for PHS and OHS. He suggested the he meet with Trustee Herrera to collaborate and provide ideas to the Board President and his colleagues. President Hall said the Opening of RCHS is more of a board driven event, and was surprised there was a committee at the school. Soumakian noted that he would get in touch with Roger Adams regarding the current committee members, and information regarding any work they have put in place for the opening.
- Trustee Davis stated he has delayed board review of the Board Bylaw for committees because it is very detailed. Hall noted that board committees were discussed at length for a several years ago, and at that time, we eliminated all standing board committees because we meet twice a month. It was felt that if two people are meeting in the interim, all board members will not get the same information at the same time.
- Trustee Davis clarified that the Bond oversight committee is not a board committee, and that it is a legally required committee. It is an open meeting, anyone can attend, and when he does so, he does not represent the board.
- Trustee Sher reiterated that our parents must be notified, prior to testing, about their right to 'opt out', again noting there is nothing in the Student Handbook regarding this. She also asked again for have asked repeatedly for information re: Food Service Operations and the Cafeteria Fund. Plant based vs scratch based cooking. Wants cost for these options. Have requested this since April
- Steve Hall asked that an evaluation of what we are doing for Alternative Education be brought later in the year, perhaps January 2016.

- Trustee Herrera requested one more item on Certificated Management Schedule. Would like this back on the board agenda. Requested information regarding how it that the classifications have is differences i.e. 223 vs 225 days. Talked about a 360 evaluation and evaluating the organizational chart as well – would like not necessarily a study session but just a discussion where she can ask questions of staff. She asked that this be brought in September.

14. ADJOURNMENT

There being no further items of business on the agenda, Board President Hall adjourned the Regular Meeting at 7:13 p.m. to resume Closed Session. Closed session adjourned at 8:30 p.m. and came back to Open Session where an announcement regarding another appointment was made for Principal, Condor High School (see Closed Session minutes above). The meeting adjourned immediately thereafter at 8:31 p.m.

BOARD OF TRUSTEES


Wayne Edmonds, Clerk

Approved as presented

October 14, 2015


Gabe Soumakian, Ed.D., Secretary

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