

# Oxnard Union High School District

## Oxnard, California

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### MINUTES FOR THE REGULAR BOARD MEETING

#### January 22, 2014

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- 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 Dr. Gary Davis on behalf of President López Hanson at 5:02 p.m., January 22, 2014, in the District Office Board Room, 220 South K Street, Oxnard, California.
- Trustees present:** Socorro López Hanson, President (arrived at 5:15 p.m.)  
Gary Davis, Ed.D., Vice President  
Steve Hall, Ed.D., Clerk  
Wayne Edmonds, Member  
John Alamillo, Member
- Administration present:** Gabe Soumakian, Ed.D., Superintendent  
Gregory O'Brien, Ph.D., Assistant Superintendent-Educational Services  
Rocky Valles, Jr., Ed.D., Assistant Superintendent-Human Resources  
Stephen Dickinson, Assistant Superintendent-Administrative Services  
Consuelo Hernandez, Executive Director-21<sup>st</sup> Century Learning & Innovation  
Maureen Sheldon, Executive Assistant
- Translators present:** Lourdes Campbell and David Gala.
- Student Representative to the Board of Trustees present:** Max Zielsdorf, Rio Mesa High School.
- Guests present:** Kathy Greaves, Deanna Rantz, SC Anderson, Rod Leard, Jeff Pylman, Robert Greaves, Puneet Sharma, Jeff Marderosian, and other interested parties.
- 2. PLEDGE OF ALLEGIANCE** Consuelo Hernandez led the Pledge of Allegiance.
- 3. ADOPTION OF AGENDA** Motion: Trustee Alamillo moved that the Board of Trustees adopt the Agenda of the January 22, 2014 meeting, as presented. The motion was seconded by Trustee Hall and carried unanimously. Vote 4/0. President López Hanson not present.
- 4. ADOPTION OF MINUTES** It is the recommendation of District Administration that the Board of Trustees adopt the Special Board Minutes of 11/25/13 and the Regular Board Minutes of 12/18/13 meetings, as presented. Each set of minutes was then considered and voted upon on an individual basis.
- To approve the Board minutes dated:
- Special Board Minutes: November 25, 2013**  
Motion: Moved by Trustee Alamillo, seconded by Trustee Hall and carried unanimously. Vote 4/0. President López Hanson not present.
- Board Minutes: December 18, 2013**  
Motion: Moved by Trustee Alamillo, seconded by Trustee Edmonds, and carried unanimously. Vote 4/0. President López Hanson not present.

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

No Public Comment.

**6. CLOSED SESSION**

The board went into Closed Session to discuss the following items at 5:05 p.m.

- A.** Public Employee Discipline/Dismissal/Release/Appointment [Government Code Section 54957(b)(1)]
- B.** Conference with Labor Negotiator(s) [Government Code Section 54957.6]  
> Agency Negotiator: Rocky Valles, Ed.D, Assistant Superintendent-Human Resources  
> Employee Organization: Oxnard Federation of Teachers and School Employees (OFTSE) Certificated Employees
- C.** Student Personnel: [Education Code §35146, 48912, 48919]
- D.** Consideration of Confidential Student Issues Other Than Expulsion and Suspension, Pursuant to Education Code §35146 - two cases
- E.** Conference with Real Property Negotiator [Government Code §54956.8] \* Property: Northwest corner of Victoria Ave. and Wooley Road,  
V.C. Parcel 188-0-110-325 Agency Negotiator: Steve Dickinson, Assistant Superintendent  
- Administrative Services Negotiating Parties: Ann Cooluris and Helen M. Cooluris Trusts  
Under Negotiation: Instruction to agency negotiator on price and terms.

**7. RECONVENE IN PUBLIC:  
REPORT OF CLOSED SESSION  
ACTION**

At 7:03 p.m. the Board reconvened in Open Session. President López Hanson reported there was no action to report.

**8. RECOGNITION**

- Dr. Gregory O'Brien stated that Mr. Barber coordinated and founded Santa-To-The-Sea, an annual half-marathon event, in which all high schools are asked to participate. He also recognized the event's coordinator, Eileen McCarthy.
- Runners up - \$500 check: RMHS and PHS.
- Tie for 2<sup>nd</sup> and 3<sup>rd</sup> place: both HHS and CIHS received \$1500.
- Event winner: \$2500 check: OHS.
- High School Challenge for track teams. A trophy and check for \$500 were given to PHS for winning this challenge for their track and field team.
- Photos were taken with all winner representatives, Dr. Soumakian and Dr. Davis. It was noted that the sponsor for this event, donating all monies for all awards, was RG Energy.
- Dr. Davis thanked Mr. Barber for all the work he does on behalf of OUHSD.

**9. AUDIENCE TO ADDRESS  
BOARD OF TRUSTEES**

Several speakers presented on the topic regarding PE credit for marching band at ACHS. Concerns/comments expressed were the following:

- Band members exert a great deal of physical activity through their pre-school day practices, and after school practices.
- Frequently music students take summer courses to try to offset their course load, and/or they take online classes.
- Parity issue. Students receiving credit for 9<sup>th</sup> and 10<sup>th</sup> grade, but not for 11<sup>th</sup> and 12 grades. This reduction/pulling students results in 50% fewer students in the program.
- Four full years of music are critical for those students pursuing a music career. Further students cannot participate in honor and other special music groups if they do not have the required experience/years. Colleges need to see that they

are committed throughout their high school years, and that they have participated in these competitions and programs.

- If some students are pulled, the entire music program suffers. Taking some out puts others at risk. To be competitive, all students are needed in the program.
- College transcripts advise students not to show their PE credits.
- If students are pulled in the Spring they will not be able to maintain their music standards. Policies must be reviewed may be harmful to our students.
- Need an exception to the policy to allow the current students to stay in the program, while language and the policy is reviewed for the upcoming year.

Comments pertaining to the LCFF & LCAP:

- A teacher from HHS noted that she had been consulting with the ASBs and building relationships to gain feedback. She stated that the first step in outlining the District's eight goals is to consult all stakeholders, and her informational sessions were intended to provide a forum to do that. She noted that after her presentation she requested feedback asking for parent and student feedback regarding their thoughts on improvements for greater district success and quality in the education process.

Comments pertaining to Retirees:

- Comments were made in response to the prior meeting for the Retiree Association that took place in December. It was stated there was appreciation for the clarifying statements made by Dr. Davis regarding the information provided and the intent of OUHSD.

**10. SUPERINTENDENT'S  
REPORT – General Report, Gabe  
Soumakian, Ed.D**

Soumakian reported on the following:

- Responded to comments regarding band issues, stating he had received many emails on the topic. He indicated he had been working closely with Bill Dabbs, who oversees the PE department, and further stated that no decisions had been reached to-date.
- The board has not changed the policy with respect to how affected students are handled on this matter. He indicated that there are specific issues relating to the master schedule that must be reviewed.
- Part of the challenge is to determine guidelines and testing, and how we address the issue for 9<sup>th</sup>/10<sup>th</sup> grade, but allow students to get credits. Soumakian noted that students have the opportunity to take 70 electives and some could be filled by courses outside the core requirements.
- Dr. Gregory O'Brien thanked faculty and parents, and said he would be working with John Stava, in conjunction with Dr. Soumakian and Bill Dabbs, in order to fully understand the parents' concerns, and to review and come to some resolution on this matter.
- O'Brien stated that CDE currently requires four years of PE for graduation, however, the board choose to make it two years. He noted that although some of the surrounding districts have different policies, our board policy has not been changed. The policy, in order to be changed (similar to our graduation requirements), requires that a site and/or department and leadership team are presented with a concern, then it goes to the District level, and then a department chair meeting or meetings (PE and Visual and Performing Arts must hear the request). After this the item moves to the District Curriculum Committee (DCC) who hears the presentation and votes. Subsequent to that the matter is put before the Board of Trustees.
- He indicated that dates have already been scheduled with Mr. Stava to meet with the various groups, adding the DCC meeting will be held at the end of February. One of the issues is the taking of the PFT in the spring; if a student is not taking a PE class, we would have to clarify how to work this, and what would happen if they do not pass the PFT (Physical Fitness test), as currently the board states that they must take a third year of PE.

- Dr. Soumakian and Dr. O'Brien clarified that we cannot make any changes to the Master Schedule for second semester at this point in time, and any potential changes we are talking about are for the following year.

Much discussion ensued.

- President López Hanson confirmed the length of the process, and noted that if the item was implemented sooner, it would have to be agendaized in February. Per Dr. O'Brien, if the item was to proceed through the usual channels it would not be agendaized until the first meeting in March if the second reading was waived. He restated that any changes still could not be implemented until the 2<sup>nd</sup> semester. He also said if we had heard about these issues back in September, we could have implemented any policy changes for the 2<sup>nd</sup> semester.
- President López Hanson asked several times if the board could unilaterally change the procedure earlier in order to affect change, in order to implement changes in first semester next year without any problems. Mr. O'Brien still confirmed that even if the board were to do that, changes could not be made to second semester.
- President López Hanson asked that the item be 'fast tracked'. Trustee Alamillo also asked for clarification as to why this couldn't be easily accomplished. Dr. Davis and Dr. Hall, and Trustee Edmonds all expressed that they would support honoring the process and bringing this back on the agenda in the future, *and honoring all of the stakeholders*. It was stated that all groups could not be represented within a rushed timeline.
- It was further stated that we do not know what other options the students may have in order to enroll in band for the 2<sup>nd</sup> semester without viewing the master schedule. We will go through the process and bring forth an alternative modification.
- Trustee Alamillo asked for further clarification regarding current and past enforcement of the policy at all sites in the form of a Friday update.
- Max Zielsdorf requested that someone work directly with those students who are being affected now. Dr. Soumakian stated the Greg O'Brien, Bill Dabbs, and he would work with principals and counselors to see what accommodations could be made.
- Trustee Hall indicated that he feels it is a staff responsibility, and not that of individual board members, to work through finding alternatives for these students in order to not disrupt their education and/or lose students from our district.
- President López Hanson suggested the group pick a spokesperson to follow up with Dr. Soumakian.
- Dr. Soumakian then resumed his Superintendent's report. He responded to Wes Davis, indicating his comments represent an ongoing negotiation issue, noting we cannot respond or comment on this. We are working through this with Mr. Dickinson.
- Opportunity to attend the State Board of Education Meeting where the LCAP was adopted. This guides the way the LCAP will be developed and guided.
- VCOE is hosting a session February 4 to all Administration/Staff to familiarize them with the LCAP, and tying the accountability model to the new funding formula.
- Advertised and sent letters home w/progress report to invite parents to ACHS on February 3, and other schools on February 6. LCAP information will be provided at all Open Houses. It was stated that we will be requesting input from parents to enhance services after those informational sessions. District staff will be developing surveys as well to measure the captured data and report back to the board.
- Dr. Gregory O'Brien will be holding Community Forums at several locations, including the main library in Oxnard, and at ACHS in early February. We will be requesting community input at each forum.
- LCAP: Timelines are very specific. We will be holding a public hearing at our March 26 meeting.

- Commented on Ms. Hawkins speaking to the ASB. Soumakian noted that this took place during instructional time and in the classroom. The Superintendent had not been informed of this. All students are encouraged to provide feedback and we welcome this, but it is important, that we be notified in advance. He encouraged articulation with parents.
- This is the final week of the first semester.
- Monday, January 27<sup>th</sup> is a non-instructional day. Grades are due January 28 at noon. We encourage parents to utilize ParentView. Grades will be mailed by January 31<sup>st</sup>.
- Update on lease leaseback agreement tonight will be provided by Steve Dickinson.
- Pools are moving along well, and are currently being filled with water at this time.
- Our next board meeting is scheduled for February 12.
- Dates and times of all Open Houses were noted.

## 11. REPORTS TO THE BOARD

### A. Report to the Board – Student Representative, Max Zielsdorf, Rio Mesa High School

Max Zielsdorf reported as follows:

- ACHS – Camarillo’s ABS is focusing on their sports teams, and advertising heavily for their games. They are fundraising for their annual Leadership/Bonding trip to Catalina, which will take place February 7-11.
- CIHS – working on their first Renaissance Rally of the New Year. Their all-female dance team just hosted a Miss CI pageant, and will perform at the West Covina Competition.
- FHS – will be hosting an African-American Fashion Show this month, and will be selling Valentine’s Day Candy Grams next month. To promote attendance and show appreciation, Frontier’s ASB is holding a perfect attendance countdown. Students with perfect attendance will be put in a raffle.
- HHS – currently planning a rally to recognize their winter sports Spanish Dance that will take place in March and a food festival set for Feb 7.
- RMHS – has a Food Festival set for January 30. They will also hold their first Winter Festival so students can enjoy many activities, along with food, music and lots of snow.
- It was noted that Kassi Hawkins provided HHS and RMHS ASBs a presentation on the LCAP Funding Prop 30. Students were then asked to write their suggestions, on a card, stating where they thought the funding should go. Max indicated that Ms. Hawkins was directed not to continue with ASBs at other sites. With such a great opportunity to hear the students’ voices and ideas, on how to better their schools, he noted that he was in favor of the Board allowing her to continue with her presentations.

### B. Report to the Board – Monthly Budget Update - Steve Dickinson

Dickinson reported on the following:

- Info through December 31, 2013
- Revenue – of \$136M; received \$36.5M or 50%
- Expense – of \$142M; spent \$59M or 41%
- Common Core Budget – revenue up a bit; 3.1m; now \$3.2M
- Expense have spent \$356 through Dec (get exact figures)
- Cash flow of rev/expense: spike for Dec. 2 big property tax collections (Dec and April).

### C. Report to the Board – Governor’s Budget Proposal 2014-15 – Steve Dickinson

Dickinson reported on the following:

- Themes: greatest increase we have seen since 2000/01. One big piece of the funding is buying down of cash deferrals, and setting up a ‘rainy day’ fund for education.
- Ca’s tax instruction results in much volatility that directly impacts education funding and is subject to economic conditions.

- Governor proposes setting aside reserves.
- Expect to see push back from the legislature; other interests may take money away from these proposals.
- 5.5B in one-time funding to eliminate K-12 deferrals between 13/14 and 14/15. Ex: much of the deferrals are 'due from other governments' -- we would not have all of these monies in cash.
- This helps our cash flow and borrowing, but it does not add to the LCFF formula
- Additional funding -- \$4.5B was not projected or expected. Average per pupil funding will go up in 14/15 by \$751/per student. Average /state -- probably higher due to free & reduced in our district. We thought this revenue might only be up by about \$500, however, this is significantly more than that.
- Slight down side to this is that the state may require school districts to 'slice off' a piece of the LCFF revenue' for specific program improvements to EL and free and reduced students. Part of this per student funding might be held separately.
- Must continue to gather input, determine our current goals, what can we accomplish over a longer period of time, what are our resources to accomplish now, and over the next several years.
- Some of the flexibility items in the old law are still expiring: textbook adoptions, reduction in the school year (by 15/16 we will be back to 180 student days), and possibly surplus property.
- Finances: 13/14 we experienced a good rise in revenue. This was our first year of LCFF implementation. In 14/15 monies were pushed here (\$751/student) to really ramp up the revenue, and it continues to grow, but at a slower rate. It is his estimation that our District number will be substantially larger.
- Governor's Proposal marks the beginning of the cycle; not the end.
- Timeline: late January. Analyze and clarify the Governor's proposal and lots of legislative activity will occur until the May revision.
- Thanked school services of California, as our primary source of information.
- Full Budget Study Session is scheduled for February 12.
- Dr. Soumakian -- reviewed the LCAP Template. When this was first released it actually had 8 state priorities. The state worked through WestEd who helped design this, and broke these priorities into categories: pupil outcomes, engagement, conditions for learning. The concept is that LCAP and the LCCF must be tied together. As we conduct a needs assessment on these areas we must ask: what do we need to do to 'address the gap', not just, "where do we want to spend the money".
- Must review the student outcome data and determine what we should do to address these needs.
- Parent participation evidence (how can we demonstrate this), involvement, student attendance, dropout rate, graduation rate, survey on school safety, and student connectedness. We will be discussing this with principals on Monday regarding addressing these accountability measures. We don't need to modify our WASC plan, rather, we need to be sure we are in alignment with the accountability model.
- Trustee Alamillo requested a line in the survey, and all future related materials pertaining to the matter of connectedness that stipulate staff and teacher engagement.

D. Report to the Board --SC  
Anderson Construction Lease-  
Leaseback Process Update-- Steve  
Dickinson

Dickinson reported on the following:

- Update to the prior week's update. Jeff Pylman from S.C. Anderson and Rod Leard from California Construction Management are present to assist with questions.
- General timeline -- many steps are now checked off. On January 10 and 15th community outreach sessions are scheduled.
- All Addendums have been sent out; these are due back on January 30.
- Maximum price should be an agenda item on February 12 meeting.
- Groundbreaking -- tentatively scheduled for Saturday, March 1<sup>st</sup>

- Advertising – issued 2500 invitations at the end of December, and advertised in all local papers.
- Subtrade participation – 50 proposal packages (now have confirmed 252 participants), adding that we want as many participants per package area. He added that we do not have any, at present, that we are concerned about at this time.
- Main part of the campus is scheduled for staff to move in mid-summer 2015.
- Performing arts center – scheduled for some time in December 2015.
- Fall 2015 – scheduled for students to begin school.
- Pool at ACHS is now full of water, with the grand opening scheduled for Tuesday, February 18<sup>th</sup> @ 2:00 p.m., and HHS is scheduled for February 26 @ 2:00 p.m. We have a tentative groundbreaking for Rancho Campana scheduled for March 1 @ 10:00 a.m.
- Jeff Pylman indicated that he is hopeful equipment will be on site on/by March 1. In response, President López Hanson stated that she wanted to be notified so she could be present when the ‘first scoop of dirt is moved’.
- It was added that a camera would be affixed on top of the library in order to obtain regular/daily project photos.

## 12. CONSENT CALENDAR

It is the recommendation of District Administration that the Board of Trustees approve the Consent Calendar items, as presented.

Motion: Moved by Trustee Davis, Second, Alamillo and unanimously carried. Vote 5/0.

A. Consideration of Approval of Agreement between Oxnard Union High School District and Level 3 for Local and Long Distance Voice Calls (Telecommunications)

It is the recommendation of District Administration that the Board of Trustees approve the agreement between Oxnard Union High School District and Level 3 for Local and Long Distance Voice Calls (Telecommunications), as presented.

B. Consideration of Approval of Renewal of Agreement between Oxnard Union High School District/Hueneme High School and Herff Jones for the Production of the 2014-2015 Yearbook

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

C. Consideration of Approval of Agreement with Kenco Construction Services, Inc. for Inspector of Record Services for the Rancho Campana High School Construction Project

It is the recommendation of District Administration that the Board of Trustees approve Ken Hinge, of Kenco Construction Services, Inc. as the inspector of record for Rancho Campana High School construction project, as presented.

D. Consideration of Approval of Disposal of Surplus, December 9, 2013 – January 10, 2014

It is the recommendation of District Administration that the items listed above be declared surplus property 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 Purchase Orders and Direct Pays, December 5, 2013 – January 8, 2014

Purchase Orders totaling \$2,032,477.63 and Direct Pays totaling \$241,962.55 be approved, as presented.

F. 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.

G. Consideration of Approval of Agreement between Oxnard Union

It is the recommendation of the Administrative Staff that the Board of Trustees approves the Agreement between Oxnard Union High School District and the Ventura County Office

High School District and the Ventura County Office of Education/Triton Academy to Provide Exceptional Service to Special Education Pupils of Education/Triton Academy to Provide Exceptional Service to Special Education Pupils, as presented.

H. Consideration of Approval of Agreements between Oxnard Union High School District and Petco It is the recommendation of the Administrative Staff that the Board of Trustees approves the Agreement between Oxnard Union High School District and Petco, as presented.

I. Consideration of Approval of Agreements between Oxnard Union High School District and Elisabeth Cheryl Fletcher ECF Speech & Associates Integrated Therapy Services, Inc. It is the recommendation of the Administrative Staff that the Board of Trustees approves the Agreements between Oxnard Union High School District and Elisabeth Cheryl Fletcher ECF Speech & Associates Integrated Therapy Services Inc., as presented.

J. Consideration of Approval of Agreements between Oxnard Union High School District and Neuropsychology Partners It is the recommendation of the Administrative Staff that the Board of Trustees approves the Agreements between Oxnard Union High School District and Neuropsychology Partners, as presented.

K. Consideration of Approval of Memorandum of Understanding between Oxnard Union High School District-Hueneme High School and Ventura County Office of Education for Professional Learning It is the recommendation of the Administrative Staff that the Board of Trustees approves the Memorandum of Understanding between Oxnard Union High School District-Hueneme High School and Ventura County Office of Education for Professional Learning, as presented.

L. Consideration of Approval of Williams Quarterly Report It is the recommendation of the Administrative Staff that the Board of Trustees approves the Williams Quarterly Report, as presented.

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

### 13. COMMUNITY RECOGNITION

Dr. Davis recognized PetCo of Port Hueneme who provides an opportunity for students of Special Needs to participate in vocational duties.

### 14. ACTION

A. Consideration of Approval of Donations, December 9, 2013 – January 10, 2014 Presented by Trustee Alamillo, who thanked all who donated for helping on our campuses. The following were recognized by the District during this time period.

Steve Lopez, Anthem Blue Cross, and Alex Alfaro Tennis Academy.

*Approved*

Motion: Trustee Alamillo moved that the Board of Trustees accept the Donations and Community Recognitions Report for the reporting period December 9, 2013 - January 10, 2014, as presented. Seconded by Trustee Hall, and carried unanimously. Vote 5/0.



B. Consideration of Ratification of Award of Contract of Bid #529 Agricultural Well Relocation at Rancho Campana High School Property

*Approved*

Steve Dickinson stated that this is a separate project, and not within S.C. Anderson's lease lease-back project scope. He noted that the well will be relocated back further on the property before any site work can begin. Dickinson added that he thought we would have up to nine bidders, however, we have received only one bid from, Layne Christensen Company, despite extending the deadline by a week. We believe the low response is due to the drought conditions. It does include an addendum to relocate underground piping and not just the well. This project could have unforeseen circumstances in it once this work has begun. Dickinson noted that the \$837K (from Measure H funds) could actually be a bit higher than anticipated due to the relocation of the underground piping.

Motion: Trustee Hall moved that the Board of Trustees award RFP 529 Agricultural Well Relocation at Rancho Campana High School Property to Layne Christensen Company, as presented. Seconded by Trustee Edmonds, and carried unanimously. Vote 5/0.

C. Consideration of Acceptance of 2012-2013 Proposition 39 Measure H Financial and Performance Audit

*Approved*

Steve Dickinson reported that he was verifying for the board that there are no audit findings in the expenditures of Measure H for the year 12/13. This was conducted by the Firm Varinek, Trine, Day & Co., LLP. The Bond oversight committee has seen a draft of the audit report already. They will do their own acceptance of the report after the board takes action.

Trustee Alamillo noted that he would have read the sentence from the second document that states "the results of our test indicated that in all significant respects the OUHSD has properly accounted for the expenditures held in building fund Measure H and that such expenditures were made for authorized bond projects.

Trustee Davis stated that he was in agreement with both statements made by Trustee Alamillo and Mr. Dickinson, and requested that both sets of comments be part of the minutes because in years past some have looked at the expenditures in different ways.

Motion: Trustee Alamillo moved that the Board of Trustees approve the 2012-2013 Proposition 39 Measure H Financial and Performance Audit, as presented, seconded by Trustee Hall. The motion was carried unanimously. Vote 5/0.

D. Consideration of Approval of Second Reading of Board Policy 3100 regarding District Reserves

*Approved*

Dickinson noted that the prior month the board had heard the first reading a revision regarding district reserves. He stated there is only one section in the policy that currently states we maintain a reserve of 3%. This number represents the state minimum required. In the first reading we proposed to change the 3% figure to 6%.

Trustee Alamillo had noted that he would like to see this number at 10%, and Trustee Hall indicated he viewed this as two topics – it describes our minimum reserve, and not our goal for our reserve. Dickinson noted that during the economic downturn, the state approved that you could forego the current reserve and go down to 1%. However, there are concerns regarding a possible unintended consequence if there is a downturn and we would be tied to that 6%. It would require a change to our policy. Dickinson added that most policies must be reviewed annually for that reason. Trustee Davis stated that for now, he would support moving ahead with this revision and asked that it is calendared for review in the budget development process for 14/15. Trustee Edmonds also noted his agreement with the policy.

Trustee Hall reiterated that this policy is intended to just set a minimum. It is not intended to address our policy for reserves, and that is a separate item should we wish to change our reserves. Dickinson stated, in response to questions posed, that our ending fund balance last year was \$11M, and for this year it will be about \$7M. This policy will not increase our reserves.

Trustee Hall clarified that we will have 3% for a minimum we are required to hold, and we will have 3% designated for service level reductions. Dickinson noted that if we get in a downturn, then separate action would be taken to do that through board action to use that

additional 3%. Hall stated he would support such wording, however, he did not support 'flexible wording' on the 6%.

Motion: Trustee Alamillo moved that the Board of Trustees approve the Second Reading of the revision to Board Policy 3100, as presented, raising the reserve to 6%. Seconded by Trustee Davis, carried unanimously. Vote 5/0.

E. Consideration of Adoption of Revision of Oxnard Union High School District Board Bylaw 9005: *Governance Standards* [First Reading]

*Approved*

Trustee Davis noted that CSBA has not recommended any changes, to-date. He indicated that he only made one minor change to the document at the bottom of the first page.

Motion: Trustee Alamillo waived the second reading, and moved that the Oxnard Union High School District Governing Board adopt the revisions to Board Bylaw 9005: *Governance Standards* for First Reading. He further recommended that the Board forego the Second Reading of this recommendation. The motion was seconded by Trustee Edmonds, and carried unanimously. Vote 5/0.

F. Consideration of Adoption of New Board Bylaw 9322: *Agenda/Meeting Materials* [First Reading]

*Approved*

Trustee Davis noted this is a new board bylaw. He stated that we currently do not have a board policy relating to Agenda reading material. He stated that the policy covers agenda content and preparation, but that we needed to have policies relating to submission of materials for board consideration. We also needed something in writing which addresses policy to be followed on the Consent Agenda, and pulling items off for consideration, on an infrequent basis. It was stated that in the context of the policy, these must then be voted upon individually. They cannot be discussed, be put back in with the other consent items, and voted upon as a group.

After an initial motion by Trustee Davis, there was much discussion by other trustees. It was also suggested that this matter be broken into two items: a time requirement for members of the public, and one for members of the board. Much discussion ensued, and it was agreed by Dr. Soumakian that 14 business days was a reasonable amount of time to research and respond to most items. However, this is request dependent, and in some cases, depends on the complexity of the item. There was additional discussion about whether public notification should be a longer period of time such as 30 days.

It was decided that a motion be finalized for the first reading stipulating 14 business days, and that additional discussion would follow at the time of second reading.

Motion: Trustee Davis moved that the Oxnard Union High School District Governing Board adopt new Board Bylaw 9322: *Agenda/Meeting Materials* for First Reading. Seconded by Trustee Edmonds and carried unanimously. Vote 5/0.

G. Consideration of Approval of the 2014/2015 Budget Calendar

*Approved*

Steve Dickinson noted that this is an annual budget item to set the budget calendar for FY 2014/15. The most notable difference was included language, noting that the Board of Trustees holds a public hearing, adopts the budget, adding that the submission date for the LCAP is by June 25. It can take place sooner but that is the required deadline.

Motion: Trustee Alamillo recommended that the Board of Trustees approve the Adoption of 2014-2015 Budget Calendar, as presented. Seconded by Trustee Hall and carried unanimously. Vote 5/0.

H. Consideration of Approval of Revision of Board Policy 6146.1: *General Graduation Requirements*, Second Reading

*Approved*

Gregory O'Brien reported:

- Noted that back on December 18, 2013 we had a public hearing which is a requirement in order to make a change. Assembly Bill 1330 passed in 2012 allows for schools in LEA districts to make a change to the graduation requirements. Currently there is a requirement that a student either has a visual arts or performing arts or foreign language credits, but now a student can add one year or 10 credits of CTE to meet that requirement.

- Some of the changes voted on by the District Curriculum Committee at the end of the year were to change the term Foreign Language to World Language, and to add the adoption of Career Technical Education to the current graduation requirement that states world languages or visual performing arts. We would be adding an additional CTE. It was clarified that not all CTE classes will meet A-G requirements.
- The committee also voted to divide twenty credits between the three options, rather than ten or two full years. They then reduced the electives from 70 to 60. We also wanted to add the Integrated Math Pathways to the requirements. Back on December 12<sup>th</sup> we divided math into a two-year requirement. Unless they do a renewal, this will end in 2017/18.
- At the January 15 Board meeting it had been requested if there was any student input to bring about these changes. The response was 'no'. It was stated that since that time we have received feedback from students. We have met primarily with ASB at HHS, who are mostly seniors. All were in agreement that they saw no problems with this.
- Concerns were raised that due to changes in the math requirements, some students are taking three and even four years of math in order to graduate. Dr. Soumakian stated that this comparison would be provided in a Friday update.
- Concerns continued to be raised over the importance of requiring at least two years of foreign language.

**Motion:** Trustee Alamillo moved that the Board of Trustees approve the Revision of Board Policy 6146.1: General Graduation Requirements, Second Reading as presented. Moved: Seconded by Trustee Davis and carried unanimously. Vote: 5/0.

I. Consideration of Approval of Resolution #14-05 Proclaiming February 3-7, 2014 as National Counseling

*Approved*

Trustee Davis noted his support for the resolution and stated how much he appreciates the work our counselors do. Dr. Soumakian noted that the counselors would be training in the coming month on the Common Core as we as changes to the graduation requirements.

**Motion:** Trustee Hall recommended that the Board of Trustees give approval and permission to proceed with the Approval of Resolution #14-05 Proclaiming the week of February 3-7, 2014 as National School Counseling Week. Seconded by Trustee Edmonds and carried unanimously. Vote 5/0.

J. Consideration of Approval of Resolution #14-06 declaring February as Black History Month

*Approved*

Greg O'Brien noted that this is celebrated in the month of February. This originally began as Black History Week in 1926, and in 1976, as part of the Bicentennial, this was changed to Black History Month by President Ford and the Congress

**Motion:** Trustee Edmonds moved that the Board of Trustees approve the Resolution #14-06 declaring February as Black History Month, as presented. Seconded by Trustee Alamillo and carried unanimously. Vote 5/0.

K. Consideration of Approval of the Revision to the Common Core State Standards General Spending Plan for the 2013-14 and 2014-15 Fiscal Years

No motion.

Greg O'Brien reported as follows:

On October 9 we approved our general spending plans for the 13/14 and 14/15 fiscal years. At that time we provided details, so they could be brought back to the board for discussion and/or any changes. \$100K was set aside at that time for upgrading servers/network, etc. At this time, the actual cost for those items is \$187,000 just to maintain the current status quo. The potential change in the budget, (although all accounts need money), the most important is felt to be in terms of curriculum, we need (listen to text). Take money out of the curriculum/instructional material, and those monies to IT.

Trustee Alamillo suggested that technology make their adjustments within their budget of \$1.2M and leave curriculum alone; to allow for flexibility. If they need more monies later, then they can come back to us, and possibly get these from the general fund. Dr. Soumakian indicated we have tried to use Common Core monies to address some of these needs. We could use some General Ed funding, but we preferred to not do this. He stated that he felt that it was appropriately used. Our challenge is that our technology must be ready to go for

the Smarter Balance Assessments, in three designated areas, one of those being technology. These assessments begin on March 15. One item previously approved was personnel support for the Common Core at one additional day per site, however, it was noted that this cost of \$200,000 might be a bit less this year.

It was further stated that this year we can get by, as this is a pilot program. But to provide for next year, this fund will probably not be enough when we test all students. A major part of the cost is increasing the bandwidth. Based on the data from this year, we will know how many weeks it will take to test all students next year.

O'Brien stated that current textbooks will not meet the current needs as they are. Teams are looking at where our 'gap areas' are, and developing both a teacher guide, and a student handout for each of them in order to pay for the production of these items. We will need a budget item for 14/15 for textbooks to better support new courses.

Dr. Soumakian stated that we wanted to honor the board's request that whenever we make an adjustment, we bring that to the board.

The trustees were in agreement that the department should use flexibility within its own areas to find monies within other line items, rather than borrowing and/or taking this from other departments. No motion needed. A report back to the board was requested detailing how the \$1.2 M will be revised and/or shifted within the technology budget via a Friday update.

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

### **Report: Trustee Hall**

- Has attended four board meetings, between here and the college district in eight days.
- Mid-year update strategic/educational master plan at the college level. Partnering more with local educational institutions.
- Discussions on Common Core and the impact on the community college system.
- Preliminary discussions with Adult Ed and how that process is going with planning grants.
- All local high school districts are on the radar screen.
- Can we invite Oxnard, Ventura and/or other colleges to share the placement information – in particular, Math and English placement test scores, so we can see in a public forum how our students are doing after they leave.
- This will shed light on how we can more effectively help our students when they move on to college.
- Requested that Actuarial Study be added to Items for Future Consideration for February, and that we have someone from that firm present, assuming it is not prohibitively expensive. Dickinson stated that he didn't think this item would be ready until March.

### **Report: Trustee Davis**

- At the last board meeting Trustee Alamillo reminded us, that we don't have a plan for the regular review of board policies. We did not support the initial plan for CSBA to review them, however, he noted that he wanted to share a procedure. We have 175 board policies and 30 board bylaws. Davis noted he will first work through the board bylaws. We have several capable administrators within each division who can review these policies. Every 3-4 years, we reviewed the board policies. He suggested each group look at existing policy, CSBA policy and make the appropriate recommendation.
- Expressed concerns regarding summer school options. It was expressed that we are boxing all students into three sites, and would like to see this offered at all six sites. He asked staff to look into providing more options.

Report: Trustee López Hanson

- Band issue – received a number of calls and emails regarding this. Was disappointed that prior notice was not given to the students or their parents that this was to be implemented.
- Greatly concerned that there is not ‘the will’ to explore other options. Hope we could be more flexible to ensure that our students can make the most of their educational opportunities.
- Many of the IB students do not take more classes because there is no flexibility in their schedules to accommodate for this.

Report: Trustee Edmonds

- Expressed concerns regarding our communications. He noted that this evening parents had expressed concerns regarding the implementation of our current board policies.
- These must be understood by all stakeholders in advance. Changes must be communicated effectively well in advances by administrators to all pertinent parties, as well as uniformly throughout.
- We are offering a lot of trainings -- concerns were noted about subs being in class which frequently results in educational disruption.

Report: Trustee Alamillo

- Expanded on what Dr. Hall said about bringing reps from colleges here, and department chairs here in order to hear the information 1<sup>st</sup> hand.
- Taking an online course/math/at Oxnard College.
- Digital textbook – proponent and current user.
- Reinforced the issues with the ‘band’. We are looking at 40 kids. Other campuses, have between 20-30. He asked if the board could take up a waiver for the next semester until the policy is changed.
- Advocated use of ParentView - . Allows you to track how your students are doing in within hours of when a test/grade was given.

**16. ITEMS FOR FUTURE CONSIDERATION**

Dr. Soumakian reported:

- Put the items the best we can where they will be addressed.
- Actuarial study - we keep moving it, and anticipate it will be ready in March. We like to bring all items to the board as soon as possible.
- Clarification – board has had concerns regarding when we have a Study Session, that is limited in scope, and focuses on perhaps two item. The first board meeting of the month will be held in February. We have several important areas to discuss. In the past we started at 4:30 p.m. so teachers, staff, etc. could participate.
- Trustee Alamillo stated that he cannot get off work until 5pm to attend, however, it was confirmed that February 12 @ 4:30 p.m. was a good start time for the meeting.

**17. ADJOURNMENT**

There being no further items of business on the agenda, Board President López Hanson adjourned the meeting at 10:20 p.m.

**BOARD OF TRUSTEES**

  
Steve Hall, Ed.D., Clerk

Approved as read

April 28, 2014

  
Gabe Soumakian, Ed.D., Secretary

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