

Oxnard Union High School District

Oxnard, California

MINUTES FOR THE BOARD MEETING

June 10, 2014

1. CALL TO ORDER

The Board Meeting of the Board of Trustees of the Oxnard Union High School District was called to order by President López Hanson at 6:00 p.m., June 10, 2014, in the District Office Board Room, 220 South K Street, Oxnard, California.

Trustees present:

Socorro López Hanson, President
Gary Davis, Ed.D., Vice President
Steve Hall, Ed.D., Clerk
Wayne Edmonds, Trustee
John Alamillo, Trustee

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-21st Century Learning & Innovation
Maureen Sheldon, Executive Assistant

Translators present:

Ana Rangel, David Gala.

Guests present:

Kathy Greaves, Robert Greaves, Kevin Dicey, Puneet Sharma, Patsy Thomas, Deanna Rantz, Lupe Reyes, and other interested parties.

2. PLEDGE OF ALLEGIANCE

Mr. Wayne Edmonds led the Pledge of Allegiance.

3. ADOPTION OF AGENDA

It is the recommendation of District Administration that the Board of Trustees adopt the Agenda of the June 10, 2014 Board meeting.

Motion: Moved by Trustee Davis with one change. Trustee Davis stated that the Agenda be adopted with a special request that we adjourn at the appropriate time in celebration of the life of longtime counselor and coach, Ron Taylor, ACHS who passed away recently on June 2, 2014. The motion was seconded by Trustee Edmonds and carried unanimously. Vote 5/0.

4. PUBLIC COMMENT ON CLOSED SESSION ITEMS

- No public comment.

5. AUDIENCE TO ADDRESS BOARD OF TRUSTEES

- Medical Benefit Retiree Trust – comments were made regarding the \$48M public funds in our trust with no plan for how to expend the funds. It was stated that the board president had made had made comment on the number of dollars and days to be restored to employees which requires a financial solution. It was further noted that as the \$48M currently has no plan, it is incumbent on board members to take public dollars and use them for their intended purpose. It was noted that since 1999 there is still no plan and we are at 2014.
- Sabbatical – comments were made that stressed the importance of faculty updating their own personal wealth of knowledge for their students by having the opportunity to take a sabbatical.

- ELAC Committee – ACHS ELAC – presented by Patricia Quezada. The group expressed a thank you to Mr. Glenn Lipman for his support, Mr. Lido. Mr. Tequeta, and Mr. Lopez. They expressed they have noticed a huge difference in the type of support Mr. Lopez is providing. Concerns were expressed about his not coming back the following year, which would then break up the plans for their committee. It was stated that the students require 24x7 assistance. Quezada stated that she went to four of the LCAP meetings, and all of the time priorities were discussed – she noted that she believes this is one, adding Dr. Soumakian said ‘think big’.

6. BOARD MEMBERS’ REPORTS AND COMMUNICATIONS

A. Trustee Hall

- Appreciate the comments re: the trust. To have \$48M in public money set aside to help pay for retiree benefits. We are above what other districts have done, but we don’t want to help pay for a liability, and in the future, still have all these monies left over, and not have it contribute to pay for the liability that it was set up for.
- Discuss the circumstances or options we would have to help use these monies to help pay for retiree benefits. We have a commitment to pay for these. There has not been one penny used to-date.

B. Trustee Edmonds

- Drove by RCHS site; can visibly see things changing.
- Yesterday attended a funeral service for Ron Taylor.
- Attended Awards event – made mention of the student scholar and the employee recognition. Stated that the employees are our investment in this district and that we are lucky to have such a hard working group of individuals.

C. Trustee Alamillo

- Trust – you cannot get into it until you are fully vested. It can only do so by those who are able to take full advantage of it. The trust fund managers and attorneys are the only ones who currently make money off this.
- We as a District must send something to the family during grieving times – a letter or certificate that the meeting was closed in honor of this individual, this would be appropriate.

D. Trustee Davis

- Community service rotary scholarship – OHS and PHS. Noted our appreciation for those organizations who support us.
- It was noted that \$1.7M was given in ROTC scholarships at RMHS; \$500K was given at OHS.
- Attended their senior awards night on May 29.
- May 29 also attended the annual final review for Jr ROTC Unit – HHS
- Yesterday attended the Measure H Bond Oversight Meeting with Dr. Soumakian and Steve Dickinson.

E. Trustee López Hanson

- Letter received from Mayor Flynn. He requested the appointment of two board members to the city’s educational committee. She appointed Dr. Davis and herself to the committee and asked that this information be communicated to his office.
- Complimented Dr. Soumakian for completing the Awards Ceremony in under an hour.

7. SUPERINTENDENT’S REPORT – General Report, Gabe Soumakian, Ed.D

Soumakian reported on the following:

- Prior week attended attend numerous Senior Award recognition events throughout the District. Many of our students received awards and scholarships to pursue their college and or career of choice.

- DRAGG Graduation. This year only two students dropped out of the program.
- Community Law Enforcement Academy for Young Adults
- Today I attended the Graduation Ceremony for the Adult Transition program at CIHS and RMHS.
- Just prior to the board meeting tonight at Pacifica HS, the Board and staff recognized our Salutatorian, Valedictorian, Top Scholars, Retirees, Employee of the Year, Call to Service and Courage to Lead awards.
- Graduation for Wednesday and Thursday are on the main web page, so I encourage the community to attend the celebration. This is four year of dedication and commitment by our graduating seniors and we are excited for them.
- First session of Summer School begin on Monday June 16th and ends on Thursday, July 3rd. Second Session begins on Monday, July 7th. Thursday, July 27th.
- The City of Oxnard will hold a Special Meeting for the Education Committee on Wednesday, June 11 at 4pm in the HR Conference Room.
- The Superintendent response to the LCAP questions may be found on our LCAP link which is located on the main District web page.
- The District is pleased that we were only one of six District in the State who received \$6 Million California Career Pathway Grant as a single District rather than a District part of a larger regional consortium. One of our very first steps is to present the Board on June 25th a job description for a manager who will administer the grant as required by the RFP and a breakdown of how the grant will be used. This position is fully funded and written in the Grant.
- Actuarial trust report will take place on June 25.
- Appreciated comments by Josh Chancer on the sabbatical.

8. CONSENT CALENDAR

Motion: Trustee Alamillo moved that the Board of Trustees adopt the Consent Calendar items, as presented. Seconded by Trustee Hall and carried unanimously. Vote 5/0.

A. Consideration of Approval to Allow Purchasing to Utilize Piggyback Bids for Goods and Services Throughout Fiscal Year 2014/2015

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

B. Consideration of Approval of Agreement between Oxnard Union High School District/Adolfo Camarillo High School and Spanish Hills Country Club for the 2014-2015 Prom

It is the recommendation of District Administration that the Board of Trustees approve the agreement between Oxnard Union High School District/Adolfo Camarillo High School and Spanish Hills Country Club for the 2014-2015 Prom, as presented.

C. Consideration of Approval of Purchase Orders and Direct Pays, May 15 - 30, 2014

Purchase Orders totaling \$29,113,077.19 and Direct Pays totaling \$180,666.08 be approved, as presented.

D. Consideration of Approval of Non-Public School Placement for Student Case Number 27, according to the Recommendation of the Student's IEP Team and the Director of Special Education

It is recommended that the Board of Trustees approve the non-public school placement for Student Case Number 27, according to the Recommendation of the Student's IEP team and the Director of Special Education.

E. Consideration of Approval of
Consideration of Approval of Waiver
of CAHSEE Requirement for
OUHSD Students with Disabilities

It is the recommendation of the Administrative Staff that the Board of Trustees approve the Waiver of CAHSEE Requirement for OUHSD Students with Disabilities, as presented.

F. 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.

G. 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.

9. ACTION

A. Consideration of Approval of
Revision of Board Policy 3100
Regarding District Reserves,
[Second Reading]

Steve Dickinson stated that a few months prior this policy set our min at 6%. This revision is to go to a range for the minimum. It is not saying that the maximum would be 5%. Dickinson stated that he still thinks 8-10% should be a real goal, however, realistically we expect a downturn at some point in the future. The 20% fund balance was excessive and were fortunate to have that for a cushion. He stated that 3-5% would be an acceptable revision as it is right in the middle. Much discussion ensued including confirming that the law for the minimum is 3%. It was asked why should the minimum be 3% if that is the law – we can have more if it is prudent. Why should we not establish a separate higher goal?

Approved

In response, Dickinson stated that we would want a range for a minimum, and a stated goal. He thinks it would be good for the board to state they have a goal of a specified amount as of a specified date. Trustee Davis noted that at the time of first reading we felt it was appropriate to budget in some range. His expressed his desire to have a range of 3-6%. We should maintain a minimum of 3%, and whenever possible to build our budget with a greater number than that the legal limit. Trustee Edmonds expressed his desire to work toward a larger goal, and noted that a range of 3-5% was acceptable. Trustee Lopez Hanson stated she was in agreement with the range, as presented, for the reasons expressed.

Motion: It was moved by Trustee Alamillo that the Board Policy 3100 be amended to read as follows. That the District will maintain an economic uncertainty reserve of the statutory minimum of 3%, with a goal of 5% or greater of the total general fund operating expenditures, including other finances. The primary purpose of this reserve is to avoid the need for service level reductions in the event of an economic downturn that causes revenues to come in lower than budget. Seconded by Trustee Hall, and carried unanimously. Vote 5/0.

B. Consideration of Approval of
HMC Architects Proposal for
Furnishings Design and
Specification

Dickinson and Rod Leard stated that there was a brief report to the board at the last board meeting on this item Fixtures, Furnishing and Equipment. (FFE) for \$116K from Measure H funds for the FFE at Rancho Campana High School.

Approved

Trustee Alamillo inquired if we have a specific budget for FFE, and inquired if we took HMC's fee out of the proposal, how will it impact what they do? Dickinson stated there would be an impact as the monies are all project funds. One of the first steps we must do is to confirm what the district's budget is for this set of items, and then they have to live within those guidelines. He stated he would like to see what HMC's budget was going to be. Dickinson stated that they know the general budget amounts: \$3M as part of the total of \$60M, with a start-up fund of \$1.2M. They would handle writing the bid specs, they would assist us in reviewing the bids, if not already on a state contract. Our departments would still procure them, but they will help with the specifications and design, to help approve this if he was assured that the fees would come out of the FFE \$3M budget, and

no other funds. Dickinson stated that he believes this had been our understanding with HMC. The \$1.2M start up fund is not Measure H money. The intent is to not spend an additional \$116K. Other trustees were in agreement with this stipulation.

Motion: Amended as follows: Trustee Alamillo moved that the Board of Trustees approve HMC Architects Proposal for Furnishings Design and Specification with the understanding that said monies come out of the Rancho Campana High School FFE designated funds, within the existing budget, and that no additional Measure H funds are spent. Seconded by Trustee Davis and carried unanimously. Vote 5/0.

C. Consideration of Approval of HMC Architects/WaveGuide/APF Proposal for Technology Equipment Design, Selection, Specification and Procurement Management

TABLED

Steve Dickinson and Rod Leard presented on this item. Dickinson stated that he received a proposal from HMC to do this technology design work. He stated that the recommendation is to authorize the expenditure up to the amount that we received the proposal for of \$225,632, but that it is not saying it will be with HMC or any particular company. Dickinson added that we are still struggling with 'who is best to do what pieces' of the IT portion, adding that we have our own procurement team and IT team who will provide significant amount. If this process does come to large contracts, the item will come back to the board. Dickinson noted he is requesting the authority to spend up to a specified dollar amount for these types of services.

After much discussion, the trustees agreed that this item be tabled and brought back once it has been further analyzed, and refined.

D. Consideration of Approval in Fee and Costs Authorization - Aquatic Centers Project (Adolfo Camarillo HS and Hueneme HS)

TABLED

Dickinson noted this item was for a fee adjustment for California Construction Management for the work on two pools totaling \$145,976. He further stated that the total of the projects is still under our total budget, and the owner contingency fee to be returned to us is just over \$20K. Dickinson noted that it would have been larger but we had some add-ons. He stated that the project lasted four additional months, however, those charges were due to cost of the oversight of the project. We didn't see lots of change orders with the extension because we had the Gmax for the construction, but we did not have one for the construction management. We originally only had an estimate.

Much discussion ensued upon inquiry over the reason for the four month overage. Several trustees inquired if there was a more detailed breakdown of what the costs were during that period. There was also an inquiry made as to what would happen if the board did not approve this item, and in response, Dickinson stated that OUHSD would be shorting California Construction Management. He added that as a preventative measure, the board would see a 'not to exceed amount' for the Rancho Campana High School project. He added that we did not have that for the aquatics projects. Dickinson added that he felt the overage, because they still came in under budget, was still reasonable.

Board members reiterated their strong desire for a more detailed breakdown of costs during the four month period, and requested the item tabled at this time. It was requested to be brought back at the June 25, 2014 meeting.

E. Consideration of Approval of the New Course Proposal: IB Environmental Systems & Societies, SL [First Reading]

Approved

Consuelo Williams stated that this was a new course for seniors with a one year science lab. She added that the purpose of the course is to encourage students to develop a global view, while using local perspectives from Ventura County. It was also noted that when this course was written common core standards were embedded into the program. The cost for 39 textbooks was \$9, 791.59 to be completely paid for out of the General Fund. Ms. Williams advised the board that the course went through the new course proposal process, through both the department chair committee and the District committee, waiving the second reading

Motion: Trustee Davis moved that the Board of Trustees approve the New Course Proposal: IB Environmental Systems & Societies, SL, as amended, waiving the second reading. He extended appreciation to all faculty who assisted in its development. This was seconded by Trustee Hall, and passed with a vote 4/1. Alamillo noted that he voted 'no'

because he wants to be sure students are taught both sides of environmental issues, and that he was unsure this course can sustain the test of time when science is ever changing and evolving.

F. Consideration of Ratification of Revised Salary Schedules

Dr. Valles noted that OFTSE and the District reached an agreement in April 2014 to add the 2% increase. He noted that the increase is retroactive to February 1, 2014, adding that if the certificated receive an increase, all others do as well.

Approved

Motion: Trustee Alamillo moved that the Board of Trustees approve the revised 2013-2014 salary schedules, as presented. Seconded by Trustee Davis and carried unanimously. Vote 5/0. Trustee Davis clarified with Dr. Valles if these are the revisions for 2013/14, and staff is working on a similar set of information for 2014/15. Dr. Valles responded in the affirmative, and noted that the 2014/15 revisions would come to the board before the fall.

G. Consideration of Adoption of Board Policy 4212.8: Employment of Relatives, [Second Reading]

Motion: Trustee Hall moved that Board Policy 4212.8 Employment of Relatives, second reading be adopted by the Board of Trustees, as presented. Seconded by Trustee Alamillo and carried unanimously. Vote 5/0.

Approved

10. STUDY SESSION

A. 2014-2015 Budget Planning

Information and discussion only. The board moved to Study Session at 7:03 p.m.

11. ITEMS FOR FUTURE CONSIDERATION

As presented.

12. CLOSED SESSION

The board went into Closed Session at 9:30 p.m. to discuss the following items:

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]

13. RECONVENE IN PUBLIC: REPORT ON CLOSED SESSION ACTION

The board reconvened in Closed Session at 10:29 p.m. There was no action to report.

14. ADJOURNMENT

There being no further items of business on the agenda, Board President López Hanson adjourned the meeting at 10:30 p.m.

BOARD OF TRUSTEES



Steve Hall, Ed.D., Clerk

Approved as read

June 25, 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>