

Oxnard Union High School District

Oxnard, California

MINUTES FOR THE REGULAR BOARD MEETING

June 26, 2013

1. CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Oxnard Union High School District was called to order by President Edmonds at 5:30 p.m., June 26, 2013, in the District Office Board Room, 220 South 'K' Street, Oxnard, CA 93030.

Trustees present:

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

Administration present:

Gabe Soumakian, Ed.D., Superintendent
William Dabbs, Jr., Assistant Superintendent-Educational Services
Rocky Valles, Jr., Ed.D., Assistant Superintendent-Human Resources
Stephen Dickinson, Assistant Superintendent-Administrative Services
Gregory O'Brien, Ph.D., Executive Director-21st Century Learning & Innovation
Nancy Serros, Executive Assistant

Translators present:

Lourdes Gonzalez Campbell

Guests present:

Puneet Sharma, Kathy Greaves, Patsy Thomas, Linda Ayerza, Denise Branett, Elaine Snyder, Sue Dalton, Wes Davis, Consuelo Hernandez, Casey Amorosi – Kennan & Associates, Robert Susterich – Anthem Blue Cross, Judy Perkins, Steve McFarland, Norm Bernstein, and other interested parties.

2. PLEDGE OF ALLEGIANCE

Steve Dickinson, Superintendent-Business Services led the Pledge of Allegiance.

3. ADOPTION OF AGENDA

Items Q&T were noted as Consent Items in error; only Items R&S were under consideration. Trustee Davis requested Item DD (second reading) be removed from Consent for discussion. Action Item L was moved after Item 11.

Motion: Trustee López Hanson moved to adopt the Agenda of the Regular Meeting of June 26, 2013, as amended, with the correction and changes noted, seconded by Trustee Alamillo; motion unanimously approved. Vote 5/0. *Items were then considered in the order in which they appear in these minutes.*

4. ADOPTION OF MINUTES

It is the recommendation of District Administration that the minutes dated June 12, 2013 be adopted, as presented. Trustee Hall inquired if his submitted changes had been made. Dr. Soumakian indicated these were to be incorporated the corrected minutes, and it was indicated these were not major substantive changes.

Motion: Trustee Alamillo moved to adopt the minutes of the Regular Board Meeting on June 12, as amended. Seconded by Trustee Davis; unanimously approved. Vote 5/0.

Motion: Moved by Trustee Davis to approve the Minutes of the Special Board Meeting on June 19. Seconded by Trustee Alamillo; unanimously approved. Vote 5/0.

5. PUBLIC COMMENT ON CLOSED SESSION ITEMS

No public comment.

6. CLOSED SESSION

At 5:43 p.m., the Board adjourned to Closed Session to discuss confidential material relating to the items noted.

- A. Student personnel [§ Education Code §35146, 48912, 48919]
- B. Public Employee Discipline/Dismissal/Release/Appointment [Government Code Section 54947(b)(1)]
- C. Conference with Legal Counsel - Potential Litigation [Government Code Section 54956.9(b)(1)] Public Employee Performance Evaluation [Government Code Section 54957(b)(1)] Superintendent.

7. RECONVENE IN PUBLIC

The Board reconvened at 5:45 p.m. Trustee Edmonds announced no action was taken during closed session. He further stated that The Board of Education would like to announce that in accordance with Paragraph One of the Superintendent's Agreement the terms of the Superintendent's Employment have been extended to June 30, 2015 as a result of satisfactory annual evaluation received for 2012-13 School year.

It was noted that the order of the Agenda was changed, to move Item L up. The Board began with speakers from the audience due to the large number of speaker cards.

8. BOARD RECOGNITION

Principal Bill Dabbs recognized Brandon Avila's (Pacifica High School) for perfect attendance for grades K-12. In OUHSD it was noted that one must not miss a single period during those four years. Presentation of the award was conducted by Trustee Hall.

9. AUDIENCE TO ADDRESS THE BOARD OF TRUSTEES

- Norm Bernstein - Urged approval of the Missing Child Policy and identification reporting.
- Wes Davis: OFTSE – Spoke on behalf of Action Item L. Commented on the recent meeting of retirees and implementation of a supplemental plan. Noted we must provide what was promised to them, and utilize some of the \$2M in savings, as necessary, to provide the same level of service they were receiving prior to any changes implemented.
- Denise Barnett: 2008 Retiree, Director of Human Resources. Expressed concerns relating to communication issues, co-pays, caps on prescriptions, HMO/PPO providers, premium amounts and coverage (individual or joint plan), and the death provision. She noted it was the belief of retirees at the meeting that Mr. Dickinson would provide answers to questions prior to the next Board meeting on July 23, 2013, and any Action Item taken on said topic. Barnett requested that item be pulled to allow adequate time for review and discussion.
- Rod Cobos - Business Manager, Plumbers and Pipe Fitters Union 484-Building & Trades Council – Issue of Local Hire. Noted that the District has hired a plumbing contractor from Temecula to work on the Aquatics Center. Cobos urged the Board to implement policy that ensures that local business in the District and/or county be provided work on these projects.

10. NOTICE OF PUBLIC HEARING

Adoption of the Oxnard Union High School District 2013-2014 Budget.

Trustee López Hanson stated no written comments were received. There being no further comments, Trustee Edmonds declared the Public Hearing closed at 6:08 p.m.

11. SUPERINTENDENT'S REPORT, presented by Gabe Soumakian, Ed.D.

Superintendent reported on the following:

- Further review regarding the matter of contractor selection within the scope of the contract.
- Missing Child policy will be addressed tonight in our board agenda.
- Thanked retirees for being at the recent retiree meeting, and for being present at the Board meeting to express their views on benefit coverage. He stated that further information would be available in the near future, as well as representatives to assist them.
- Conclusion of the 2012-2013 School Year. Conducted eight well-attended graduations. All board members and district staff participated at various events. It

was noted that this year we had several time overlaps, and next year we will do a better job of scheduling these.

- Recognition event was held on Wednesday, June 12, 2013 at PCS. Staff were recognized for 30 and 35 year retirements, and a new recognition was given out for Certified and Classified personnel. Facilities and IT staff were thanked for all the work they have done above and beyond the call of duty.
- June 10, 2013 individual teachers received the individual core exam for the CST. This was the first time we have ever received these individual results. We anticipate the school test data to arrive in August 2013.
- Two separate Summer Sessions held which covered the time period June 17 – July 25, 2013.
- Report cards were mailed with a new ‘Taking care of Business Flyer’ to serve as a reminder to all parents of key dates/responsibilities regarding their student’s return to school. School begins on Wednesday, July 28.
- District office will not be open July 4-5, 2013. Offices will re-open on Monday, July 8, 2013.
- Special Board Meeting, Monday, July 23. At that meeting we will present the EIR study for the new Camarillo High School. We cannot move this item up due to the timelines involved. On that date the proposed names for the new high school will be provided.
- Will be meeting/greeting with all new teachers as a final step in the hiring process. We have a new teacher orientation scheduled for August 2013.
- Teachers have already begun professional training as they prepare for the Common Core, and are initially focusing on the language arts and math. We have about 15 teachers at VCOE developing our CORE Curriculum.
- Some of our summer activities:
 - Upgrading our freshman transition program. Will be providing additional support to our health and geography programs.
 - To strengthen the curriculum and delivery of the curriculum
 - To receive an award letter from AB1070-funding: Linked Learning Program.
 - Additional funding for AB790 – still in progress.
- Update regarding the progress of the districts of the recommendation of the Pivot Special Education will be provided shortly.
- Thanked the Oxnard Chamber of Commerce who will be recognizing the OHUSD at a luncheon this Friday at annual luncheon. The Oxnard Trophy is presented to a person or a business that has brought recognition to the City of Oxnard for the betterment of the community.

12. REPORTS TO THE BOARD

A. Board Update: Monthly Budget , presented by Steve Dickinson, Assistant Superintendent – Administrative Services

Presentation by: Steve Dickinson, Assistant Superintendent – Administrative Services.

- Providing information through 92% of our Fiscal Year.
- Revenue received is \$86M of the \$128M budget or about 86%.
- Still receiving a great deal of state revenue.
- On the expense side we have spent \$116.8M or 88% of our \$132.5M general budget.
- Cash Flow: \$117 at the end of May.
- Working on the budget for 13-14. It will culminate tonight with our budget adoption which is forthcoming.

B. Board Update, Special Education PIVOT – Presented by Dr. Gregory O'Brien, Executive Director-21st Century Learning & Innovation

O'Brien reported on the following:

- Dr. Soumakian noted the Board would receive a Pivot Update from the Director of Special Education, Ken Goeken.
- Noted that during the 2011-2012 the District hired PIVOT to look at ways to improve services for children with special needs.
- Original recommendations were paired to core recommendations in six areas that were non-negotiable and four that were negotiable.

- Have been working very closely with Mary Sampos from the Ventura County Office of Education to discuss ways to improve education, minimize expenditures, and streamline services.

Ken Goeken, Director of Special Education, reported on the following: Accomplishments we reviewed to-date from the Pivot Report which contained Systematic Compliance Issues. Follow up to January 2012 report (Bill Dabbs) and March 27, 2013 (Ken Goeken).

- Eight recommendations have been accomplished with the file reviews required by the California Department of Education, which includes the Special Education Self Review (SASR). We are in Year 1, Prong 1.
- It was noted that we had 14-1-6 areas of non-compliance. We are required to be 100% in since area of the IEP.
- We reviewed 60 individual student plans, and still have 20-40 to review.
- We did not receive a long list of CASEMIS errors; that is due in the fall. There are about 40 students on this list, which is an ongoing issue.
- Administrators were not attending all of the eight IEP meetings. Principals had given a directive that they must attend all meetings, or an administrator must sit in if someone will be missing.

It was noted that three recommendations have not been accomplished to-date, but that the District is actively working on them, and in some cases, has completed portions of the recommendations in question. Goeken added that significant problems with non-compliance have been addressed. It was stated that sites act autonomously rather than in a joint manner. It was noted that more training and better communication will continue to alleviate these problems, as well as conducting formal observations. Dr. Gabe Soumakian stated the Director of Special Education does not always have the authority to enforce directives, and he reiterated that all principals and all directors will continue to receive required support in order to ensure compliance for the sites. He added that directors are now actively engaged in our cabinet meetings. The Board thanked Ken Goeken for his efforts and report.

13. CONSENT CALENDAR

Trustee Edmonds noted that Items Q and T were removed. It was also noted that Item DD was pulled for comments.

Trustee Davis had general comments that procedural board policies should be consent items, as he believes this is outside the realm of parliamentary procedure. He stated that he wanted a presentation on staff and what had changed from the first reading to the second reading. Dr. Soumakian added that we had two readings on this item to-date, and that he didn't believe there were any significant differences. He stated that he would have Mr. Dabbs point any differences out, should they exist. Trustee Hall stated that it is not correct parliamentary procedure to take items out of order, discuss them, and then put them back on so they can be passed with the original group. Appropriate parliamentary procedure is that Items removed for discussion should each have a separate motion. Item DD was removed for separate discussion and motion consideration.

Motion: on the consent calendar, as amended, with the exception of DD, moved by Trustee Davis, seconded by Trustee López Hanson, and unanimously approved. Vote 5/0.

A. Consideration of Approval of 2013-14 Annual Agreement between Oxnard Union High School District and the Regional Occupational Program

It is the recommendation of District Administration that the Board of Trustees approve the agreement between Ventura County Office of Education and Oxnard Union High School District for R.O.P. teachers and classes, as presented.

B. Consideration of Approval of 2013-14 Annual Agreement between Oxnard Union High School District/Oxnard Adult School and the Regional Occupational Program

It is the recommendation of District Administration that the Board of Trustees approve the annual agreement between Oxnard Adult School and the Regional Occupational Program, as presented.

- C. Consideration of Approval of 2012-13 Education Protection Account (EPA) Spending
It is the recommendation of the Assistant Superintendent, Administrative Services and the Director, Fiscal Services that the Board of Trustees approve the 2012-2013 Education Protection Account Spending Plan, as presented.
- D. Consideration of Adoption of Resolutions for Fiscal Year 2013-2014: No. 13-20, Temporary Loans Between District Funds; No. 13-21, Appropriation Transfers; No. 13-22, Authorization for Budget Transfers; No. 13-23, To Authorize the District to Borrow Funds for Immediate Requirements; and No. 13-24, Inter/Intra Fund Transfers
It is the recommendation of District Administration that the Board of Trustees adopt the following resolutions for fiscal year 2013-2014: No. 13-20, Temporary Loans Between District Funds; No. 13-21, Appropriation Transfers; No. 13-22, Authorization for Budget Transfers; No. 13-23, To Authorize the District to Borrow Funds for Immediate Requirements; and No. 13-24, Inter/Intra Fund Transfers, as presented.
- E. Consideration of Adoption of Resolution No. 13-25, Authority for the Board of Trustees to Improve Salaries and Benefits for Certain Categories of Employees After July 1, 2013
Consideration of Adoption of Resolution No. 13-25, Authority for the Board of Trustees to Improve Salaries and Benefits for Certain Categories of Employees After July 1, 2013, as presented.
- F. Consideration of Approval of Renewal of Lease Agreement with Child Development Resources of Ventura County, Inc. to Operate a Head Start Program on the Campus of Hueneme High School
It is the recommendation of District Administration that the Board of Trustees approve the Renewal of Lease agreement with Child Development Resources of Ventura County, Inc. to Operate a Head Start Program on the Campus of Hueneme High School, as presented.
- G. Consideration of Adopting an Approved List of Memberships, Conferences, Workshops or Meetings Board Members May Attend
It is the recommendation of District Administration that the Board of Trustees approve the Memorandum of Understanding between the Oxnard Union High School District and the DRAGG (Drag Racing Against Gangs and Graffiti)/Oxnard Police Department, as presented.
- H. Consideration of Approval of Authorization of Signatures
It is the recommendation of the District Administration that the Board of Trustees approve the certification of Authorized Signatures, as presented.
- I. Consideration of Approval of Revision of Change Order #7 between PacifiCom and Oxnard Union High School District to Shorten Patch Cords
It is the recommendation of the District Administration that the Board of Trustees approve revision of change order #7 between PacifiCom and Oxnard Union High School District to shorten patch cords, as presented.
- J. Consideration of Approval of Increase in Scope and Compensation for Hancock, Park & DeLong Inc., for OPSC Funding Analysis and Projection of Eligibility
It is the recommendation of the District Administration that the Board of Trustees approve the approve increase in scope and compensation for Hancock, Park & DeLong Inc., for OPSC Funding Analysis and Projection of Eligibility, as presented.
- K. Consideration of Approval to Extend Trash Services Contract between OUHSD and E.J. Harrison and Sons, Inc. for a Two (2) Year Term
It is the recommendation of District Administration that the Board of Trustees approve the contract extension with E.J. Harrison and Sons, Inc. for a Two (2) Year Term, as presented.

- L. Consideration of Approval of Agreement between Oxnard Union High School District/Rio Mesa High School and UCSB Early Academic Outreach for 2013-2014 School Year
It is the recommendation of District Administration that the Board of Trustees approve the agreement between Oxnard Union High School District/Rio Mesa High School and UCSB Early Academic Outreach for 2013-2014 school year, as presented.
- M. Consideration of Approval to Allow Purchasing to Utilize Piggyback Bids for Goods and Services Throughout Fiscal Year 2013/2014
It is the recommendation of District Administration that the Board of Trustees approve the recommendation to allow Purchasing to utilize Piggyback Bids for Goods and Services throughout Fiscal Year 2013/14, as presented.
- N. Consideration of Approval of Recommendation of Measure H Bond Oversight Committee Members
It is the recommendation of District Administration that the Board of Trustees approve the recommendation of Measure H Bond Oversight Committee Members, as presented.
- O. Consideration of Approval of Disposal of Surplus Property, March 18 - June 3, 2013
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.
- P. Consideration of Approval of Purchase Orders and Direct Pays, March 14 - April 10, 2013
That Purchase Orders totaling \$1,090,568.90 and Direct Pays totaling \$376,752.80 be approved, as presented.
- Q. Consideration of Approval of Student Expulsion by Voluntary Agreement of the School Principal, the Student, and the Students' Parent/Guardian, as per Board Policy 5144, Section 22
It is the recommendation of the Administrative Staff that the Board of Trustees approves the Voluntary Expulsions, as presented.
- R. Consideration of Approval of Student Expulsion by Recommendation of the Administrative Panel
It is the recommendation of the Administrative Staff that the Board of Trustees approves the Student Expulsion by Recommendation of the Administrative Panel, as presented.
- S. 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 the Administrative Staff that the Board of Trustees approve the Stipulated Expulsion by Voluntary Agreement of the School Principal, the Student, and the Students' Parent/Guardian, as presented.
- T. Consideration of Approval of Suspended Expulsion by Agreement, as per Board Policy 5144, Section 22
It is the recommendation of the Administrative Staff that the Board of Trustees accept the Suspended Expulsion by Agreement, as presented.
- U. Consideration of Approval of Agreement between Oxnard Union High School District and Lozano Smith - 2013/14 Legal Services
It is the recommendation of the Administrative Staff that the Board of Trustees approves the Agreement between Oxnard Union High School District and Lozano Smith - 2013/14 Legal Services, as presented.
- V. Consideration of Approval of List of 2013 Graduates
It is the recommendation of the Administrative Staff that the Board of Trustees approves the List of 2013 Graduates, as presented.
- W. 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.

- X. Consideration of Approval of Revised 2013-2014 Salary Schedules It is the recommendation of District Administration that the Board of Trustees approve the revised 2013-2014 salary schedules, as presented.
- Y. Consideration of Approval of Non-Public School Placement for Student Case Number 30 through 35, 12/13, According to the Recommendation of the Student's IEP Team and the Director of Special Education It is the recommendation of District Administration that the Board of Trustees approve the non-public school placement for student case numbers 30 through 35, 12/13 according to the recommendation of the student's IEP Team and the Director of Special Education, as presented.
- Z. Consideration of Approval of Agreement for Services between Oxnard Union High School District and Safe and Civil Schools, Teaching Strategies, Inc., for Hueneme High School It is the recommendation of District Administration that the Board of Trustees approve the agreement for services between Oxnard Union High School District and Safe & Civil Schools, Teaching Strategies, Inc., for Hueneme High School, as presented
- AA. Consideration of Approval of Agreement for Services between Oxnard Union High School District and Dynamic Education It is the recommendation of District Administration that the Board of Trustees approve the agreement for services between the Oxnard Union High School District and Dynamic Education, as presented.
- BB. Consideration of Approval of Memorandum of Understanding between Oxnard Union High School District and Oxnard School District - Spanish Courses It is the recommendation of the Administrative Staff that the Board of Trustees approves the Memorandum of Understanding between Oxnard Union High School District and Oxnard School District - Spanish Courses, as presented.
- CC. Consideration of Approval of Ratification of Memorandum of Understanding between Oxnard Union High School District and Ventura County Office of Education for CCSS Professional Development Trainings It is the recommendation of District Administration that the Board of Trustees approves the ratification of the Memorandum of Understanding between the Oxnard Union High School District and the Ventura County Office of Education for Common Core State Standards Professional Development Trainings, as presented.
- DD. Consideration of Adoption of Proposed Board Policy and Administrative Regulations for 5142.1 - Identification and Reporting of Missing Children, Second Reading Presented by Bill Dabbs, Principal, - Rio Mesa High School. Dabbs recommended that the policy be approved and noted that the board policy remains the same. He stated that per administrative regulations, we have made sure that if an employee witnesses or suspects a child abduction they must report to law enforcement with all pertinent information. We are ensuring that this regulation on mandatory reporting is shared with staff by at the beginning of the year just as other issues are shared at our first annual meeting.

Motion: Trustee Davis moved that the Board of Trustees approve the Adoption of Proposed Board Policy and Administrative Regulations for 5142.1 - Identification and Reporting of Missing Children, Second Reading, as presented. Motion seconded by Trustee López Hanson, and unanimously carried. Vote 5/0.

12. ACTION ITEMS

- A. Consideration of Approval of Donations, March 28, 2013 through April 12, 2013 It is the recommendation of District Administration that the Board of Trustees accept the Donations Report for the reporting period May 13 - June 14, 2013, as presented.
- Motion:** Moved by Trustee Alamillo, second Dr. Hall and unanimously carried. Vote 5/0.

Approved

The following individuals were thanked for their donations: Camarillo Youth Basketball Association, Darlene Johnson, Kona Ice Ventura, Brenda Garcia, Lourdes Sepulveda, Leo Martinez, Brenda Garcia, Heribeto Rojo, Robin Turner, Richard Thomas (Ventura HEAT), Dale Weaver, David Arroyo, Rosalinda Torres, Albert & Mexie Duff, Community Bible Mission Church, and Linnea Howe.

B. Consideration of Approval for the Annual Subscription with Desire2Learn a Learning Management System (LMS)

Approved

Puneet Sharma – Director of Information Technology Services presented information regarding investing in a new Learning Management System and modernization for our next generation learners. He stated that traditional classrooms are driven by textbooks/teacher driven, with about 10% student engagement. We are actively working on developing 21st Century Learning beyond the classroom. All of the new devices on the market are driving the classroom experience, the foundation of which is technology. He stated that with Dr. Soumakian’s leadership we have now have a foundation, and have invested \$11M to accomplish these goals.

- Learning Management System – web based program implemented in a specific learning process.
- Process: Invitations sent to 40 teachers and 13 administrators -53 staff total.
- Selected 27 teachers and staff to participate in the selection process.
- Selected 5 top vendors for review and presentation.
- Conducted a thorough analysis after each presentation in reviewing the online survey. The rubric provided us with answers to questions regarding what people wanted to see from the final vendor selected. After all surveys review, it was very clear that Canvas and Desire2Learn were the top two vendors.

After providing information pertaining to the selection process, Sharma discussed in detail how the system would be implemented.

Motion: Trustee Hall moved that it is the recommendation of District Administration that the Board of Trustees approve the Learning Management System (LMS) with Desire2Learn, as presented. Seconded by Trustee López Hanson. Dissenting: 2 (Trustees Alamillo and Davis). Motion carried 3/2.

C. Consideration of Approval of Agreement between Oxnard Union High School District and Educational Consulting Services, Inc. - Academic Attendance Coordinated Recovery Program

Approved

Steve Dickinson and Kathy Greaves discussed that school districts may recover State funds from lost average daily attendance by holding Saturday school. Most of our school sites operate Saturday school, but the District feels that we have an opportunity to recover a great deal more average daily attendance than we have been.

Kathy Greaves stated that she did a comparative analysis regarding this matter, and if we were to hire outside independent contractors for this purpose vs. utilizing our own faculty, there would be a resulting revenue gain. She noted that we contracted with the company to do a one year pilot program with Oxnard High School at \$6 per student which is recoverable on an ongoing basis for the General Fund (one-time setup of \$.50 student or about \$8K). Further, she noted that we look at the outcome of one school in order to review strategies we wish to enhance moving forward with other schools in the future. We would then have more data to provide Board members. She noted we have run Saturday schools for five years, but not at the level we would like.

Motion: Moved by Trustee Alamillo that it is the recommendation of the Administrative Staff that the Board of Trustees approve the Agreement between Oxnard Union High School District and Educational Consulting Services, Inc. - Academic Attendance Coordinated Recovery Program as presented for one year in a test pilot program. Seconded by Trustee Davis and unanimously carried. Vote 5/0.

D. Consideration of Approval of Memorandum of Understanding between the Oxnard Union High School District and Mixteco/Indigena Community Organizing Project (MICOP) for In-Person Interpreter Services

Approved

E. Consideration of Approval of Memorandum of Understanding between Oxnard Union High School District and Victoria Lorz, Director of I Matter (Kids vs. Global Warming

Approved

F. Consideration of Approval of Renewal of Agreement between Oxnard Union High School District and enVision Consulting Group, Inc. for School Accountability Report Card Services

Approved

G. Consideration of Adoption of Proposed Budget for the Year Ending June 30, 2014

Approved

It is the recommendation of District Administration that the Board of Trustees approve the Memorandum of Understanding between the Oxnard Union High School District and the Mixteco/Indigena Community Organizing Project (MICOP) for in-person interpreter services as presented. Trustee Davis thanked the Mixteco/Indigena Community for offering their services.

Motion: Moved by Trustee Davis and seconded by Trustee Alamillo. Unanimously carried. Vote 5/0.

Principal Bill Dabbs noted that as part of our work with Cal State University Channel Islands we have been looking at climate change. He stated that we wish to supply some training to students who wish to become involved in a leadership program in order to deal with organizations in our community (with parental permission). This is in keeping with what we have been doing the last few years. He noted that we anticipate this will take more time out of school than out of the classroom. This program allows students be trained to speak to community organizations. We want to assure that students will not be indoctrinated, and we are sensitive to this matter and that material will be presented in keeping with scientific information. Climate change has been part of their regular curriculum for the past two years.

Motion: Trustee López Hanson moved that the Board of Trustees approve the Memorandum of Understanding between Oxnard Union High School District and Victoria Lorz, Director of I Matter (Kids versus Global Warming), as presented. Seconded by Trustee Hall. Vote 4/1. Dissenting Trustee Alamillo. He noted that he would not support this item because he feels it is not truly about learning, rather this is information that will be told directly to the students.

Steve Dickinson reported that we are recommending the same agenda item that we had last month, however, he noted the Board had received additional information from Director Lisa Brown. It was clarified that this item was for translating services at a cost of \$3000.

Motion: Trustee Alamillo moved that it is the recommendation of District Administration that the Board of Trustees approve the renewal of agreement between Oxnard Union High School District and enVision Consulting Group, Inc. for school accountability report card services, as presented. Seconded by Trustee Hall. The motion was unanimously carried. Vote 5/0

Steve Dickinson noted that we will review the assumptions used for the budget adoption. He noted that when we performed the SACHS reporting three weeks prior, that was based on the May revised, and our budget study session on May 28 was based on the recommendations of School Services. He stated we will also go through our revised assumptions, knowing that the Local Control Funding Formula is very close to being completed, as the legislature has passed it. Will review our ending balances and annual deficit projections and plans as adopted for addressing those in both of those 'worlds'.

Assumptions for 13-14

- Approving total general fund revenue just short of \$130M and total general fund expenses of \$135.7M. End result is deficit spending of about \$6M.
- If the LCFF goes through there would be no deficit factor, tier 1, 2 and 3, or revenue limit top.
- Includes an addition two days.
- Includes an estimate of increased health care premiums.
- Built it based on \$1.75M savings for 13/14, although this will be revised. Retiree benefits are included in this, although we know they will be slightly less due to adjustments.

Revised Assumptions:

- Two big things to change if we were doing the first interim: add to the revenue \$1.2M. The base supplemental and concentration add up to \$1.2M more than what you are adopting tonight.
- Reduce our savings estimate (\$1.75M) and lower that by \$500,000 to \$1.25M. The net is a +\$700,000.
- Fund Balances: Estimated Actuals 12/13 unrestricted subtotal will close at about \$11.7M. If we adopt tonight we will drop to \$5.6M or \$6M in deficit spending.
- If we did nothing the \$5.6M would drop to \$800,000 or deficit of \$5M.
- The amount is going down slightly from \$6 to \$5 to \$4M, which is good. If we have enough reserves we could wait it out to balance. The budget we are adopting would take us to \$5.7M. If LCFF passes we would be a little bit better off in the first year. We are still deficit spending which equates to time so we cannot just wait it out.
- Believes the Board goal should be at 10% fund balance or an acceptable range.

Comments:

- Money must be put back in Measure H to spend on a project that was intended to provide revenue, it gives the wrong appearance that this has not been put in yet.
- Trustee Alamillo – reexamine the Benefit Trust. Perhaps consult with other attorneys on this.
- We are currently benefitting from economies of scale with our large enrollments at other schools, however, once we open our new schools as economies of scale drop.

Trustees Hall and Davis expressed that we must have a detailed budget plan to discuss this deficit for our first meeting in September for 14/15. If we don't have the solutions in place by early December, this would require the layoff process and there are timelines which must be followed. Dr. Soumakian stated that between now and August 14, 2013 we will provide the board with some detailed recommendations. We must evaluate the Board's goals and see how our budget aligns, and bring in members of the Budget Committee for these discussions.

Motion: Trustee Edmonds proposed that the Board of Trustees adopt the proposed budget for the year ending 2013-2014, as presented. This was moved by Trustee Alamillo, seconded by Trustee López Hanson. Motion passed 4:1; Trustee Hall dissenting.

H. Consideration of Approval of Amendment 1 to Contract For Program Management with California Construction Management, Inc. to Add Management of Design, Bidding and Construction of Adolfo Camarillo and Hueneme High School Aquatic Centers

Approved

Principal Bill Dabbs expressed that we hired California Construction Management to be our construction manager, and 18 months ago assigned them to do the work on our two pools. However, their contract had never been amended. \$338K is in the budget (revised in May) but this is the amendment required to assign them this work. Trustee Edmonds requested said motion.

Motion: Trustee Alamillo moved that the Board of Trustees approve the Amendment of the Contract for Program Management with California Construction Management, Inc. to Add Management of Design, Bidding and Construction of Adolfo Camarillo and Hueneme High School Aquatic Centers, as described herein and within the Draft Amendment 1 attached, as Attachment "B". Trustee Hall seconded; motion unanimously carried. Vote 5/0.

I. Consideration of Adoption of Revision of Board Policy 5121: Evaluation of Student Achievement, First Reading

Approved

Gregory O'Brien noted that we have been providing email updates regarding our Grading Policy Committee which was formed back in the Fall, consisting of approximately 30 staff volunteers. We have determined that a vote of 70% was required to recommend a change to the Board. The committee recognizes that any change would have a significant impact on our teachers and students. The changes the committee is recommending are with the understanding they would like to continue to meet in the coming year, and the future, before additional changes can take place.

There are three significant changes:

- (1) Every student every grading period
- (2) whenever possible, teachers should maintain their grade book online
- (3) missing and incomplete work; expectation placed on teacher to communicate the expectation to the student(s)

Dr. Soumakian stated the District will provide intensive professional development to all teachers not actively following such procedures. Much discussion ensued over citizenship and behavioral expectations. The committee felt that sites need to take responsibility for these in keeping with the District's policies, and did not include these before the Board to prevent restrictions and an inability to make changes on a regular basis. Dr. Soumakian expressed that we need to have a motion on the first reading in order to prepare the student handbook, as that is part of our policy.

Motion: Trustee Edmonds moved to adopt the recommendation of District Administration that the Board of Trustees adopt the revision of Board Policy 5121: Evaluation of Student Achievement, First Reading, and Waive the Second Reading. Seconded by Trustee Davis and carried unanimously. Vote 5/0.

J. Consideration of Adoption of Revision to Board Policy 5112.5 Closed Campus, First Reading

Approved

Dr. Soumakian expressed the focus of this item is about Study Safety, and having the ability to account for all students on campus. Principal Bill Dabbs stated this current policy is much shorter than the prior one, and provided further clarification. He noted that a written authorization is only for a specified date, and that a student cannot leave the campus on an open ended and/or irregular basis. This is meant to address students leaving for lunch, and if a student is leaving for medical reasons on a regular basis, they should have a 504 plan which addresses this.

Motion: Trustee Davis moved that the Board of Trustees approve the Adoption of Revision to Board Policy 5112.5 Closed Campus, First Reading as revised, and that the Second Reading be Waived. Seconded by Trustee Alamillo; unanimously carried. Vote 5/0.

K. Consideration of Adoption of Resolution No. 13-27, Resolution to Establish Tax Rate for Bonds of The Oxnard Union High School District Which are Expected to be Sold During Fiscal Year 2013-2014, and Authorizing Necessary Actions in Connection Therewith

Approved

Motion: Trustee Davis moved that the Board of Trustees adopt "Resolution No. 13-27, Resolution to Establish Tax Rate for Bonds of The Oxnard Union High School District Which are Expected to be Sold During Fiscal Year 2013-2014, and Authorizing Necessary Actions in Connection Therewith," as presented. Seconded by Trustee Alamillo; unanimously carried. Vote 5/0.

L. Consideration of Approval to Implement Medicare Advantage Part D Medical and Prescription Drug Plan for Medicare Eligible Retirees effective October 1, 2013

Approved

Steve Dickinson noted that the intent of the prior week's retiree benefit meeting was to come up with a list of additional questions, and added the intent was never to have these answered in some form of documentation to the public. Rather, it was to provide all information gathered to the board prior to the July 1, 2013 date.

Dickinson stated the following key components:

- Individuals on an HMO will be moved to a PPO at a cost of \$53, an expansion from our current plan. The district will cover the difference. Out-of-state individuals will also have this option.
- Individuals and spouses will have one premium in the amount of \$150; plans will now be individual rather than joint.
- There will be a '0' copay structure.
- Despite adjustments, the District will see sizeable savings of \$1.7M or better.
- Medicare Plan Tier 3 structure offers the say co-pay members are currently paying.
- There is a flat amount of Tiers 1 and 2 at \$5 or \$10.
- There is no annual benefit or lifetime benefit.
- Out-of-network pharmacy use continues through Express Scripts, and requires use of a reimbursement process. Formal benefit remains the same.

- Death benefit allows the spouse to go onto Medicare if they are over 65. In this circumstance COBRA is not an option.
- Open enrollment has been expanded through September.
- He reiterated that the plan the trustees would be acting on is equivalent to or better than our current plan. We are going from a self-insured program to a premium based program.

Motion: Trustee Alamillo moved that the Board of Trustees approve the Oxnard High School District Medicare Advantage Part D Medical and Prescription Drug Plan for Medicare eligible retirees as offered by Anthem Blue Cross through Coastal Schools Employee Benefit Administration effective October 1, 2013, as presented. Seconded by Trustee Hall. President Edmonds requested that Board members be polled individually, and all voted in the affirmative. Motion carried 5/0.

M. Consideration of Approval of Revised and New Job Descriptions, *First Reading*

Dr. Gregory O'Brien, Assistant Superintendent, Educational Services presented on behalf of Dr. Rocky Valles, Assistant Superintendent, Human Resources.

Approved

O'Brien stated that there were a number of revised job descriptions be considered and one new job description. The proposed revisions are being brought forward in an effort to bring job descriptions relevant to employees' current job functions. The new job descriptions is the Behavioral Intervention Specialist. In the past year we paid for 197 hours of behavioral time from two non-public agencies for just a handful of students receiving services. We have also brought in behaviorialists from SELPA and other non-public agencies to provide training in on-site data collection and behavior support plans. We believe with this new position we will be able to service more students and save the District money in the long run.

Motion: Trustee Hall, seconded by Trustee Alamillo and unanimously carried. Vote 5/0.

N. Consideration of Approval of Revised Job Description: Clerical Assistant III-IEP Second Reading

Dr. Gregory O'Brien, Assistant Superintendent, Educational Services presented on behalf of Dr. Rocky Valles, Assistant Superintendent, Human Resources.

Approved

O'Brien said this item was last updated in 2010. He further stated that the proposed revision to the job description removes the function of the Special Education Department Chair to give direction to this position.

Motion: Trustee Davis moved that the revisions to the Clerical Assistant III – IEP Job description, second reading, be approved by the Board of Trustees, as presented. Seconded by Trustee López Hanson, unanimously carried. Vote 5/0.

15. BOARD MEMBERS' REPORTS AND COMMUNICATIONS

Report: Trustee Hall

- Concerns regarding provisions for local hire. As we look forward to the construction of the high school, we need to research the feasibility of a project/labor agreement.
- Understanding is that these project/labor agreements are project by project.
- August 9 – How We conduct our Meetings. Roberts Rule of Order should be looked at relating to Board Procedure for that Agenda. Discussions re: public comments and First and Second Reading.
- Attended the Condor College graduation. After the event he spoke with Dr. Duran, President of Condor College. Toured the facility and the great partnership we have. Proud of the excellent program that is in place.
- Attended the OHS graduation with Dr. Soumakian; very festive.
- Good meeting with Dr. Soumakian prior afternoon.

- Recognize we have a local celebrity here: A.J. Valenzuela – prior student representative for Ventura Community College District – candidate for Oxnard City Council.

Report: Trustee Davis

- Excellent graduation ceremonies: attended those at CHS, HHS, PHS.
- Appreciate Mr. Dickinson’s facilitating the benefit meetings in such a professional and thorough manner.
- Concern: Trustee Hall request for a meeting to discuss board procedures. What are our priorities for the District for the coming year.
- Concern: Grade 9 transition program. Would like a progress report/Friday update on this matter.
- Transportation Program Update/Report to the board on how effective the program has been.
- Speaker re: local hires. Requested follow up report to the governing board.

Report: Trustee López Hanson

- Board our board has never taken formal action to be governed by Robert Rules of Order. Asked that we research and consider this.
- Request to have formal budget committee meetings that are agendized because these are standing committees of the Board.
- Asked Steve Dickinson about donations that were presented. It was noted this these were received over the past 30 days. Dr. Soumakian indicated there are additional donations coming through that were not reflected (i.e. those through the Ed Foundation).

Report: Trustee Edmonds

- Heard graduation ceremonies were very positive throughout the District.

Report: Trustee Alamillo

- Acknowledged the annual “Magic Camp event’ (Mentoring a Girl in Construction camp) held at Ace Charter School, which focused on unique one-week hands-on training that teaches girls basic trade skills. He noted that they built a \$170 sq. ft. home at a cost of \$18K home.

16. ITEMS FOR FUTURE CONSIDERATION

See Attached. No action required.

Dr. Soumakian stated that we need to identify a date for the Board Retreat. He noted that July 23, 2013 date had been discussed for this purpose. The focus of the Retreat would be on the EIR and the naming of the new school. He said he had made a recommendation to the Board that they be available between 2:00 p.m.- 6:00 p.m. to work with a facilitator. He asked trustees to confirm their schedules via email.

Soumakian said the August 14 – Study Session was intended to cover board goals, budget alignment versus the August 9 meeting which would address board procedures/protocol, communication, Roberts Rules, and revisiting the governance handbook that had been developed and expanding on that, as needed.

He added that *the approved list of conference membership item* should have been deleted as it was already approved by the board. He also noted that we want to identify some board policies that we want to work through over the summer, as suggested by Trustee. Hall. Trustee Davis requested a progress report on the land acquisition for the new Oxnard High School and the board policy on travel expenses. Dr. Soumakian noted that the latter had been put on hold so that it is complete when brought back. He added that the delay on the Oxnard Property is that Terry Zinger had become ill, and we wanted to have some conversations in closed session regarding these matters.

17. FUTURE 2013 MEETING DATES

Study Session - July 23, August 14 & 28, September 11 & 25, October 9 & 23, November 20 and December 18.

18. ADJOURNMENT

There being no further items of business on the agenda, Board President Edmonds adjourned the meeting at 9:48 p.m.

BOARD OF TRUSTEES



Socorro López Hanson, Clerk

Approved as read



November 20, 2013

Gabe Soumakian, Ed.D., Secretary

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