

Oxnard Union High School District

Oxnard, California

MINUTES FOR THE REGULAR BOARD MEETING

September 26, 2012

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 Jáquez at 5:30 p.m., September 26, 2012, in the District Office Board Room, 220 South K Street, Oxnard, California.

Trustees present:

Dick Jáquez, President
Wayne Edmonds, Vice President
John Alamillo, Clerk
Steve W. Stocks, Member

Trustees absent:

Socorro López Hanson, Member

Administration present:

Gabe Soumakian, Ed.D., Superintendent
William Dabbs, Jr., Assistant Supt.-Educational Services
Rocky Valles, Jr., Ed.D., Assistant Supt.-Human Resources
Steve Dickinson, Assistant Superintendent-Administrative Services
Greg O'Brien, Ph.D., Executive Director – 21st Century Learning
Nancy R. Serros, Executive Assistant

Administration absent:

Randy Winton, Assistant Supt.-Business Services

Student Representative to the Board of Trustees absent:

Stephanie Pinedo

Translators present: Lourdes Gonzales Campbell and Alba Holleman

Guests present: Gary Davis, Ed.D., Rita O'Brien, Puneet Sharma, Rick and Linda Torres, Gayla McClain, Beatriz Martin, Kathy Greaves, Katrina Routledge, Michael Cervantes, Stephanie Zamora, Krystal Ramirez, Cindy Stancil, Jennifer Brickey, Doug Campbell, Mark Saunders, and Tod Deardorff.

2. PLEDGE OF ALLEGIANCE

Dr. Rocky Valles, Assistant Superintendent-Human Resources led the Pledge of Allegiance to the Flag.

3. ADOPTION OF AGENDA

Trustee Alamillo moved to adopt the agenda as amended, Closed Session Item 6-C and Action Item 12-E Director of Student Services and Support job description were pulled, seconded by Trustee Edmonds; motion carried unanimously. *Items were then considered in the order in which they appear in these minutes.*

4. ADOPTION OF MINUTES

Trustees Alamillo moved approve the minutes of the Special Board meeting of June 6, 2012, as submitted, seconded by Trustee Edmonds; motion carried unanimously.

Trustees Alamillo moved approve the minutes of the Regular Board meeting of September 12, 2012, as submitted, seconded by Trustee Edmonds; motion carried unanimously.

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5. PUBLIC COMMENT ON CLOSED SESSION ITEMS:

No comments made.

6. CLOSED SESSION

At 5:35 p.m., the Board adjourned to closed session to discuss:

- A. Public Employee Discipline/Dismissal/Release/Appointment [Government Code Section 54957]
- 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
 - Certificated
 - Classified
 - Paraeducator
- C. ~~Pursuant to Government Code Section 54956.9(c) to confer with legal counsel regarding potential initiation of litigation~~

This item was pulled from the agenda.

7. RECONVENE IN PUBLIC: REPORT OF CLOSED SESSION ACTION

The Board reconvened at 6:30 p.m. President Jáquez announced that no action was taken during closed session.

8. AUDIENCE TO ADDRESS BOARD OF TRUSTEES:

A public speaker addressed the Board to request equal access to schools sites to speak to students regarding military recruitment.

A public speaker addressed the Board to express concerns regarding the lack of access to the parent portal on Synergy and the poor implementation process of the software.

Two district Library Media Teachers spoke in support of Consent Item U and asked the Board to approve the renewal of the contract for Gale online subscription services for library databases.

A group of students and a parent addressed the Board to express concerns regarding the resignation of the advisor of the cheerleading squad at Channel Islands High School. The group requested that a member of the team be removed from the squad for violating the Cheer Contract and for the lack of disrespect shown towards the advisor and squad members.

A teacher from Rio Mesa High School addressed the Board to report there is a disconnect between the District and the teachers and that morale is down; the speaker suggested that Trustees and teachers get together, off site, to discuss how to better communication between staff and the district, and to discuss other issues.

A parent and employee of the District asked the Board to do what is best for the students of the District – provide a safe and secure environment, support staff, and keep students in class; do not reduce the school year again by cutting days from the calendar.

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A Library Media teacher spoke in favor of the renewal of the contract between the District and Gale; the speaker stated this is money well-spent for our students and our staff and is in-line with 21st Century learning and vision.

9. REPORTS TO THE BOARD

No action required by Board of Trustees.

A. Regular Report: Student Representative to the Board, Stephanie Pinedo, was absent.

Mr. Bill Dabbs provided a report on Ms. Pinedo's behalf.

Frontier High School: October is Hispanic Heritage Month and students will celebrate with daily trivia games at lunch, ASB is working with PE Department to host a soccer tournament, and a Live Mariachi performance will be held the second week of October.

Oxnard High School: September 26-27- Homecoming nominations at lunch, September 25- Back-to-School night, 6:30 p.m., other activities include Jamba Juice after school, and in October Homecoming Court voting at lunch and a Peer Resource camp will be held.

Pacifica High School: September 27- Back-to-School night, 6 pm, September 28- Homecoming game and September 29-Homecoming titled "Meet Me at the Midway"

Hueneme High School: September 26-October 12- Homecoming ticket sales and MC auditions to host Homecoming rally, September 28- Hispanic Heritage taco sales after school.

Camarillo High School: September 25- Club rush at lunch, October 2- Homecoming voting in homeroom, October 1- Back-to-School Night at 6pm, October 5- Homecoming Fashion Show, and October 5- ASB Sleepover.

B. E-Rate and Technology Upgrade Projects Update

Mr. Puneet Sharma, Director of Information Technology, via a PowerPoint presentation reported on the E-Rate and Non-E-Rate technology upgrade projects currently underway on the network infrastructure at the District's campuses, he showed photos of before and after in regards to cabinets, station drops, electrical wiring and labeling of cables, and the installation of the multimedia system. He reported the forecasted completion date for the projects is December 2012. Mr. Sharma explained that E-Rate funding is based on free and reduced student meals and that E-Rate funds can only be used for infrastructure upgrades; he clarified that Rio Mesa and Camarillo did not have sufficient students qualify for free and reduced meals and funds were allocated for technology upgrades at the schools through facilities fees and Measure H funds, as approved by the Board of Trustees.

10. SUPERINTENDENT'S REPORTS

A. General Report: Superintendent Soumakian reported the following.

- The ASB presidents, Student Board Representative, and Activities Directors were his guests for lunch at the Bard Mansion and it was a very productive meeting.
- Synergy went live this year and the parent portal will be available by mid-October.
- The installation of new copiers, by Image Source, is 95% complete and migration of new printers will be completed by the end of next week.
- Back-to-School nights for Rio Mesa and Oxnard had great turnouts and Pacifica, Camarillo, Channel Islands, Frontier and Hueneme are scheduled for next month.

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President Jáquez announced that he is available to meet with anyone at any time to discuss concerns, there are Board Policies that must be followed, there are labor contracts between the Unions and the District that must be adhered to, which he is very proud of, and stated he would like to improve the disconnect between the staff and the Board.

11. CONSENT CALENDAR

Trustee Edmonds moved to approve the Consent Calendar, seconded by Trustee Alamillo; motion carried unanimously..

- A. Approval of Ratification of Agreement between Oxnard Union High School District and Medical Billing Technologies, Inc. for LEA Medi-Cal Program OptiServices

It is the recommendation of District Administration that the Board of Trustees approve the Ratification of Agreement between Oxnard Union High School District and Medical Billing Technologies, Inc. for LEA Medi-Cal Program OptiServices, as presented.

- B. Adoption of Resolution No. 12-43, Resolution for OUHSD Conflict of Interest Code

It is the recommendation of District Administration that the Board of Trustees adopt Resolution No. 12-43, Resolution for OUHSD Conflict of Interest Code, as presented.

- C. Approval of Agreement between Oxnard Union High School District and Penfield & Smith to Provide Supplemental Survey Services for New Camarillo Area High School

It is the recommendation of District Administration that the Board of Trustees approve the Agreement between Oxnard Union High School District and Penfield & Smith to Provide Supplemental Survey Services for New Camarillo Area High School, as presented.

- D. Approval of Notice of Completion for the Asphalt Project at Adolfo Camarillo High School and the ARC Facility at the Camarillo Airport

It is the recommendation of District Administration that the Board of Trustees approve the Notice of Completion for the Asphalt Project at Adolfo Camarillo High School and the ARC Facility at the Camarillo Airport by Enterprise Construction Inc., as presented.

- E. Approval of Change Request Purchase Order 519- Sales Order #4807-Change Order #1 to Agreement between Oxnard Union High School District and Pacific Com for the Installation of New Underground Pathways Ad Power for (2) Sets of Portable to be Fed From (1) Central Location Which Includes the Installation of a Concrete Pad to House the Exterior UPS. This Work is Part of the "Technology Upgrade Project" at Camarillo High School

It is the recommendation of District Administration that the Board of Trustees approve the change request to agreement between Oxnard Union High School District and Pacific Com for the installation of new underground pathways ad power for (2) sets of portable to be fed from (1) central location which includes the installation of a concrete pad to house the exterior UPS. This work is part of the "Technology Upgrade Project" at Camarillo High School, as presented.

- F. Approval of Change Request Purchase Order 519- sales order #4807-Change Order #2 to Agreement between Oxnard Union High School District and Pacific Com for the Installation of (4) Additional Electrical Outlets in Room B3A. This Work is Part of the "Technology Upgrade Project" at Camarillo High School

It is the recommendation of District Administration that the Board of Trustees approve the Consideration of Approval of change request purchase order 519- sales order #4807-Change Order #2

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to Agreement between Oxnard Union High School District and Pacific Com for the installation of (4) additional electrical outlets in room B3A. This work is part of the "Technology Upgrade Project" at Camarillo High School, as presented.

- G. Approval of Change Request for Purchase Order 519- Sales Order #4807-Change Order #3 to Agreement between Oxnard Union High School District and Pacific Com for the Installation of New Exterior IDF which Includes the Installation of a Concrete Pad to House the Exterior UPS. This work is part of the "Technology Upgrade Project" at Rio Mesa High School

It is the recommendation of District Administration that the Board of Trustees approve the change request to agreement between Oxnard Union High School District and Pacific Com for the installation of new underground pathways ad power for (2) sets of portable to be fed from (1) central location which includes the installation of a concrete pad to house the exterior UPS. This work is part of the "Technology Upgrade Project" at Camarillo High School, as presented.

- H. Approval of Revision of Board Policy 3320 - Claims and Actions Against The District

It is the recommendation of District Administration that the Board of Trustees approve the revision of Board Policy 3320 – Claims and Actions Against The District, as presented.

- I. Approval of Purchase Order to Hancock, Park & DeLong Inc., for OPSC Funding Analysis and Projection of Eligibility

It is the recommendation of District Administration that the Board of Trustees approve issuance of a purchase order to Hancock, Park & DeLong Inc. for regulatory and state funding consultancy in the amount of \$10,500.00, as presented.

- J. Approval of Contractor Prequalification Requirements, Questionnaire and Scoring System for Adolfo Camarillo and Hueneme High Schools Pools Project

It is the recommendation of District Administration that the Board of Trustees approve the adoption and use of prequalification requirements, documents and a scoring system for implementation of the prequalification process, as presented within the attached "Exhibit A".

- K. Approval of Allowing Edison to Obtain a Right of Easement from Oxnard Union High School District, located at 5th and K Streets to Facilitate Putting Electrical Underground

It is the recommendation of District Administration that the Board of Trustees approve the Grant of Easement for the property along 5th and K Streets to Southern California Edison, as presented.

- L. Approval of Donations, September 1 - September 14, 2012

It is the recommendation of District Administration that the Board of Trustees accept the Donations Report for the reporting period September 1 through September 14, 2012, as presented.

- M. Approval of Purchase Orders and Direct Pays, August 29 - September 12, 2012

It is the Recommendation of District Administration that the Board of Trustees approve the purchase orders and direct pays, August 29-September 12, 2012, as presented.

- N. Approval of Memorandum of Understanding between Oxnard Union High School District and Clinicas del Camino Real, Incorporated

It is the recommendation of the Administrative Staff that the Board accept the Memorandum of Understanding as presented.

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- O. Approval of the THRIVE-Truancy Habits Reduced to Increase Vital Education Program (SARB/Truancy Funding)

It is the recommendation of the Administrative Staff that the Board accept the Memorandum of Understanding as presented.

- P. Approval of Memorandum of Understanding between Oxnard Union High School District and Behavioral Health Department

It is the recommendation of the Administrative Staff that the Board accept the Memorandum of Understanding as presented.

- Q. Approval of Student Expulsion by Voluntary Agreement

That student number 139616 be expelled from the Oxnard Union High School District from September 18, 2012 through June 15, 2013, and that the student attend Gateway Community School for the period of expulsion. The student will be reviewed for readmission in accordance with district policy upon the conclusion of the term of the expulsion, and is to comply with the recommended Rehabilitation Plan and provide documentation that the plan has been completed.

- R. Approval of Student Readmission from Expulsion

That the following students be reinstated to the Oxnard Union High School District with placement recommendation, as presented.

1. Incoming 9th grader, Channel Islands High School
2. Incoming 10th grader, Oxnard High School
3. Incoming 9th grader, Pacifica High School
4. Student #145412, Rio Mesa High School

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S. Denial of Student Readmission from Expulsion

None presented.

T. Approval of Certificated and Classified Personnel

It is the recommendation of District Administration that the Board of Trustees approve the personnel items, as presented. (See attached list.)

U. Approve the 2012-13 Renewal Contract with Cengage Learning to Provide the Oxnard Union High School District with Gale Online Subscription Services for Library Databases

It is the recommendation of District Administration that the Board of Trustees approve the 2012-2013 contract with Cengage Learning to provide the OUHSD Gale Online Subscription Services for library databases.

V. Approval of the Memorandum of Understanding between the DRAGG (Drag Racing Against Gangs and Graffiti)/Oxnard Police Department and the Oxnard Union High School District

It is the recommendation of District Administration that the Board of Trustees approve the Memorandum of Understanding between the DRAGG (Drag Racing Against Gangs and Graffiti)/Oxnard Police Department and the Oxnard Union High School District.

W. Approval of Agreement for Services between Oxnard Union High School District and Dennis Parker, Independent Contractor

It is the recommendation of District Administration that the Board of Trustees approve the Agreement for services between Oxnard Union High School District and Dennis Parker, Independent Contractor, as presented.

X. Approval of Agreement for Services between Oxnard Union High School District and Michael Seaton, Consultant

It is the recommendation of District Administration that the Board of Trustees approve the Consultant Contract for Services between Oxnard Union High school District and Michael Seaton as presented

Y. Approval of Agreement between Fresh & Easy Neighborhood Market, Inc., and Oxnard Union High School District

It is the recommendation of the District Administration that the Board of Trustees approve the agreement with Fresh & Easy Neighborhood Market, Inc., vocational training of Special Education students, as presented.

Z. Approval of SELPA CAC Parent Representative

It is the recommendation of the District Administration that Board of Trustees approve the parent who submitted her letter in regards to this appointment, Ms. Araceli Soto. board approval is requested to accept this recommendation as the new parent representative for CAC, Community Advisory

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Committee

- AA. Approval of First Amendment to Agreement between Addison Behavioral Resources, Inc., and Oxnard Union High School District

Consideration of Board approval is requested to please accept the Agreement between the Oxnard Union High School District and Addison Behavioral Resources, Inc.

- BB. Approval of Agreement between Oxnard Union High School District and American Red Cross

It is the recommendation of the District Administration that Board of Trustees approve the Agreement between the Oxnard Union High school District and American Red Cross as presented.

- CC. Approval of Change Request to Agreement between Oxnard Union High School District and NetXperts, Inc. for Shift Change Differential

It is the recommendation of District Administration that the Board of Trustees approve the change request to Agreement between Oxnard Union High School District and NetXperts, Inc. for shift change differential, as presented.

- DD. Approval of Non-Public School Placement for Student Case Number Three through Nine, 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 at CAFÉ NPS as of September 4, 2012, for student case number three, 12/13 Student ID number 157474, according to the recommendation of the student's IEP Team and the Director of Special education, as presented.

It is the recommendation of District Administration that the Board of Trustees approve the non-public school placement at Casa Pacifica NPS as of September 4, 2012, for student case number four, 12/13 Student ID number 15427, according to the recommendation of the student's IEP Team and the Director of Special education, as presented.

It is the recommendation of District Administration that the Board of Trustees approve the non-public school placement at Casa Pacifica NPS as of September 4, 2012, for student case numbers five, 12/13 Student ID number 157217, according to the recommendation of the student's IEP Team and the Director of Special education, as presented.

It is the recommendation of District Administration that the Board of Trustees approve the non-public school placement at Casa Pacifica NPS as of September 4, 2012, for student case numbers six, 12/13 Student ID number 157512, according to the recommendation of the student's IEP Team and the Director of Special education, as presented.

It is the recommendation of District Administration that the Board of Trustees approve the non-public school placement at Passageway as of September 4, 2012, for student case numbers seven, 12/13 Student ID number 158360, according to the recommendation of the student's IEP Team and the Director of Special education, as presented.

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It is the recommendation of District Administration that the Board of Trustees approve the non-public school placement at Casa Pacifica NPS as of September 4, 2012, for student case numbers eight, 12/13 Student ID number 157513, according to the recommendation of the student's IEP Team and the Director of Special education, as presented.

It is the recommendation of District Administration that the Board of Trustees approve the non-public school placement at Casa Pacifica NPS as of September 4, 2012, for student case numbers nine, 12/13 Student ID number 157514, according to the recommendation of the student's IEP Team and the Director of Special education, as presented.

12. ACTION ITEMS

- A. Approval of Letter of Intent to Receive Mandate Block Grant Funding for Local Educational Agencies (LEA's)

Mr. Steve Dickinson provided a PowerPoint presentation on "What is the Mandate Block Grant". He stated LEAs make an annual choice to receive funds for mandated activities, either through the MBG or the claim reimbursement process; he explained the difference between the two reimbursement options, either through the traditional claiming method or through Mandate Block Grant; he provided the history of claims and payment for 2008-09, 2009-10, and 2010-11.

Trustee Stocks moved to approve Letter of Intent to Receive Mandated Block Grant Fund for Local Education Agencies (LEA's), seconded by Trustee Edmonds; motion carried unanimously.

- B. Initial Approval of Out of State/Country Field Trip: ACHS GAPP Club to Detmold, Germany, June 6, 2013-June 27, 2013, Cultural Exchange

Trustee Alamillo moved to accept the Field Trip preliminary approval, seconded by Trustee Stocks; motion carried unanimously.

- C. Initial Approval of Out of State/Country Field Trip: CIHS Wrestling Team to Las Vegas, NV, December 20, 2012-December 23, 2012, Wrestling Tournament

Trustee Alamillo moved to accept the Field Trip preliminary approval, seconded by Trustee Stocks; motion carried unanimously.

- D. Initial Approval of Out of State/Country Field Trip: ACHS Wrestling Team, Las Vegas, NV, December 20, 2012 - December 23, 2012, Regional Wrestling Tournament

Trustee Alamillo moved to accept the Field Trip preliminary approval, seconded by Trustee Edmonds; motion carried unanimously.

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E. Approval of Revised Job Descriptions

Trustee Alamillo moved to approve the revised job descriptions as amended, seconded by Trustee Edmonds; motion carried unanimously.

- > Director-Curriculum and Assessment
- > Director-English Learner and Migrant Education
- > ~~Director-Student Services and Intervention~~
- > Director-Student and Staff Support
- > Science Coach
- > Paraeducator I-Instructional Aide

F. Approval of New Job Description: Technology Support Assistant, first reading

Trustee Alamillo moved to approve the Technology Support Assistant job description and waive the second reading, seconded by Trustee Stocks; motion carried unanimously.

13. BOARD MEMBERS' REPORTS AND COMMUNICATIONS, AND DONATIONS REPORT

DONATIONS REPORT: Trustee Alamillo thanked Ohiopyle Prints, Inc, Jostens, Inc., Target, Kalani Chiropractic, VC United Soccer League, Heriberto Rojo, Samaniego and Associates, Inc., Alex Alfaro Tennis Clinics, David Arroyo, Steve Reyes, Albert and Mexie Duff, and RoyalBond Carpet Cushion for their donations to the Oxnard Union High School District.

Trustee Alamillo reported he attended the annual Administration Appreciation dinner sponsored by the Ag program and was pleased to meet members from other communities and have an opportunity to network; the speaker at the event spoke on where program money can and cannot be spent. Trustee Alamillo reassured staff that the District is doing its best to keep our campuses safe, providing the best education for our students, and clarified that categorical funds can only be spent in specific areas. He reported that in the next year-and-half there will be changes in the area of food services, national attention will focus on new food standards, and reported kids are not getting enough to eat and not all kids eat the same.

Trustee Edmonds reinforced Trustee Alamillo's comments. He asked if the District's press conference announcing the test results is scheduled for October 11 at 1:30 p.m.; it was confirmed by Dr. Soumakian that the date and time for the press conference is correct. Trustee Edmonds congratulated the staff and students for their hard work on the test scores and stated this is a major accomplishment for the District.

Trustee Stocks asked how much money is allocated to the schools per student; it was confirmed that the schools receive \$54 per student; and he requested information on how much money it costs the District to provide administrative support service to CAPE.

President Jáquez commented he attended the Back-to-School nights for Rio Mesa and Oxnard high school and was pleased to see all the energy expressed so early-on in the year; kids are energetic!

14. ITEMS FOR FUTURE CONSIDERATION

CAPE Petition for Renewal	October 10
Approval of Clarification on PacifiCom Cover Page from June 8, 2012 Board Meeting for Technology Infrastructure Upgrades (Adolfo Camarillo High School and Rio Mesa High School)	October 10
Board Recognition - Employees of the Year	November 14

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First Interim Report	December 12
Annual and Five Year Facilities Report	December 12
Authorization of Signatures	December 12
Acceptance of Audit Report	December 12

President Jáquez requested that the request for ATM machines be presented to the Board for consideration of approval at the next Board meeting.

15. FUTURE MEETINGS

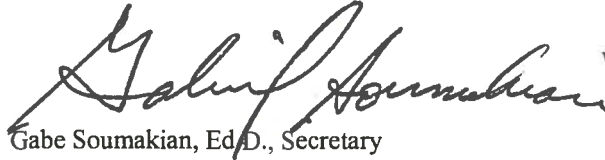
October 10 & 24 November 14 December 12

16. ADJOURNMENT: There being no further items of business on the agenda, President Jáquez adjourned the meeting at 7:50 p.m.

BOARD OF TRUSTEES



John Alamillo, Clerk



Gabe Soumakian, Ed.D., Secretary

Approved as read
(or approved as corrected)
October 10, 2012



HUMAN RESOURCES
CERTIFICATED AND CLASSIFIED PERSONNEL
CONSENT ITEMS
FOR THE SPECIAL BOARD MEETING OF SEPTEMBER 26, 2012

CERTIFICATED HUMAN RESOURCES

Leave of Absence Without Pay

Name	Title	Effective	Site
Lori Beyer	English teacher	11/01/12-06/14/12	OHS

CLASSIFIED HUMAN RESOURCES

Retirement

Name	Title	Effective	Site
Victoria Holmbom	Site Administrative Secretary	12/28/12	PHS
Phyllis M. Ware	Nutrition Services Assistant I	09/25/12	OHS

Resignation

Name	Title	Effective	Site
Daniel Carrasco	Paraeducator I	09/21/12	ACHS
Tiffany Israel	Web & Multimedia Coordinator	10/02/12	DO
Filiberto Morales	Textbook Media Technician	09/28/12	PHS
Lisabet Munguia	Nutrition Services Asst. I	09/28/12	ACHS/FHS

Leave of Absence Without Pay

Name	Title	Effective	Site
Ivan Garcia	Custodian	11/02/12 to 10/01/13	CIHS

Reclassification

Name	Title	Effective	Site
Cecilia Tamayo	from Director's Secretary to Administrative Secretary II	10/01/12	DO

