

Oxnard Union High School District

Oxnard, California

MINUTES FOR THE REGULAR BOARD MEETING

May 25, 2011

- CALL TO ORDER:** The regular meeting of the Board of Trustees of the Oxnard Union High School was called to order by President López Hanson at 5:31 p.m., May 27, 2011, in the District Office Board Room, 220 South K Street, Oxnard, California.
- TRUSTEES PRESENT:** Socorro López Hanson, President; Dick Jáquez, Vice President; Wayne Edmonds, Clerk; John Alamillo, Member; and Steve W. Stocks, Member.
- ADMINISTRATION PRESENT:** William Dabbs, Jr., Administrator in Charge/Assistant Superintendent-Educational Services; Rocky Valles, Jr., Ed.D., Assistant Superintendent-Human Resources; Randy Winton, Assistant Superintendent-Business Services; Jennifer Zavoiko, Administer, Student Services & Interventions; and Nancy R. Serros, Executive Assistant.
- ADMINISTRATION ABSENT:** Bob Carter, Ed.D., Superintendent
- ADVISOR TO THE BOARD – SUPERINTENDENT SEARCH:** Gary Davis, Ed.D.
- STUDENT REPRESENTATIVE TO THE BOARD ABSENT:** Kristina Cervi
- LANGUAGE TRANSLATORS PRESENT:** Alba Holleman and Lourdes Gonzales Campbell
- GUESTS PRESENT:** Gary Davis, Kim Dawson, Linda Torres, Erlinda Logue, Carol C. Fujita, Janet Lindgren, Sol Chooljian, Kevin Nunn, Anna Bevins, Kenneth Bevins, Richard Hanson, Mike Orosco, Tim Gallagher, Maria Cervera, Jim Rose, Judy Whalen, Erin Huizinga, Linnea Howe, Cheri Carlson, Tod Deardorff, and other interested person.
- PLEDGE OF ALLEGIANCE:** Trustee Dick Jáquez led the Pledge of Allegiance.
- ADOPTION OF AGENDA:** Trustee Stocks moved to adopt the agenda as submitted, seconded by Trustee Alamillo; motion carried unanimously.
- ADOPTION OF MINUTES:** Trustee Alamillo moved adopt the minutes of the regular Board Meeting of May 11, 2011, as submitted, seconded by Trustee Edmonds; motion carried unanimously.
- PUBLIC HEARING:** President López Hanson opened the public hearing for the Joint Initial Proposal by Oxnard Union High School District and Oxnard Federation of Teachers (Certificated Unit) for collective bargaining regarding the 2011-12 School Year. She stated the Board of Education will receive the Joint Initial Proposal and asked if there were any written or oral comments regarding the Joint Initial Proposal.
- The following individual addressed the Board Members regarding the public hearing:
- Dr. Rocky Valles, Assistant Superintendent-Human Resources announced pursuant to the Educational Employment Relations Act, the district must *sunshine* initial proposals prior to engaging in collective bargaining dialog with its unions; he stated a copy of the Joint Initial Proposal is included in tonight's agenda; he reported both parties have indicated their interest in extending the teachers' union contract, no major changes were made, and the contract expires June 30.
- There being no further comments, President López Hanson closed the hearing.

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AUDIENCE TO ADDRESS THE BOARD OF TRUSTEES:

A public speaker expressed concerns with the lack of Board representation at Oxnard City Council meetings and stressed the importance of Trustees attending these meetings to speak to City Council members regarding increasing developer fees so that the District can receive higher fees for building more high schools and requested that this item be placed as a discussion item at a future meeting; secondly; the speaker requested that the District's pools be made available on Saturdays for the senior members of the community and requested this item be placed as a discussion item at a future meeting.

A teacher asked the Board to pursue every avenue to protect our teaching staff and students, and expressed concern with the involuntary transfer of a fellow teacher with over 30 years of service as a teacher, coach, and department chair. The speaker asked that during the next contract negotiation session that the language pertaining to involuntary transfers be renegotiated and changed to prevent a senior teacher from being involuntarily transferred.

SUPERINTENDENT'S REPORTS:

Board Update: *Superintendent Search*

Dr. Gary Davis, Advisor to the Board for the Superintendent Search, provided a very thorough progress report on the superintendent search such as modifying the district's website to include a "Superintendent Search" category with links, edited and tailored the OUHSD certificated employee application form to be used for applicants for the position of Superintendent, placed position announcement in various electronic job boards and ACSA newspaper, designed a Stakeholder Input Questionnaire that has been added to the district's website, and prepared presentations and met with OUHSD faculty and staff, and OFT representatives. He has offered to meet with community special interest group leaders, will host a press conference, tabulate responses to the Stakeholder Input Questionnaire, with input from the Board will decide who will sit on the panels for paper screening, set-up the two optional search steps, and once appointed, assist the new Superintendent with transition to their new position in the OUHSD.

President López Hanson requested that Trustees send thoughts or concerns regarding the superintendent search to her and she would forward to Dr. Davis.

Board Presentation: *E-Rate Presentation*

Puneet Sharma, Director of Information Technology, via a PowerPoint presentation, provided background information on the E-Rate discounts based on participation in National School Lunch Program (NSLP) and funded by Universal Access surcharges on consumer phone bills. Mr. Sharma reported on the E-rate background, discounts based on participation, E-rate funding challenges, Ventura County E-rate funding requests, and what's next for E-rate. In closing, Mr. Sharma reported since the inception of the E-rate program, OUHSD has requested \$25,748,605.74 in E-rate funding, and the application is pending for 2011-12 and 2012-13 school years.

Board Report: *Student Representative to the Board of Trustees*

None reported.

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- CONSENT CALENDAR:** Trustee Jáquez moved to approve the Consent Calendar Items as amended, Consent Items 8-J, K, and P were pulled for discussion, seconded by Trustee Edmonds; motion carried unanimously.
- Trustee Alamillo opined that it was not necessary to bring forward athletic contracts for board approval.
- Trustee Jáquez requested that the district look into the possibility of working in collaboration with the city of Oxnard and Oxnard College to move the current proposed stop light on Rose Avenue to the corner of Gary Drive and Rose Avenue to provide a safe pathway for the district's special education students that attend Channel Islands High School for services at Oxnard College.
- Trustee Alamillo moved to place Items 8-J, K, and P back into the Consent Calendar, seconded by Trustee Jáquez; motion carried unanimously.
- Approval of Student Expulsion by Recommendation of the Administrative Panel That student number 138745 be expelled from the Oxnard Union High School District from April 1 through June 1, 2011, 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.
- Approval of Voluntary Expulsion That student number 140561 be expelled from the Oxnard Union High School District from April 21, 2011 through January 27, 2012, 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.
- Approval of Voluntary Expulsion That student number 147972 be expelled from the Oxnard Union High School District from March 8, 2011 through January 27, 2012, 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.
- Approval of Voluntary Expulsion That student number 147909 be expelled from the Oxnard Union High School District from April 8, 2011 through January 26, 2012, 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.
- Approval of Voluntary Expulsion That student number 148298 be expelled from the Oxnard Union High School District from April 29, 2011 through January 27, 2012, 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.

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CONSENT CALENDAR - Continued:

Approval of Certificated and Classified Personnel	That the Consent Calendar for Certificated and Classified Personnel be approved, as presented.
Approval of CIF Application for New Multi-School Membership Status	It is the recommendation of district administration that the Board of Trustees approve the CIF Application for New Multi-School Membership Status, as presented.
Waiver of California High School Exit Exam (CAHSEE) Requirements for Special Education Students	It is the recommendation of the district administration that the Board of Trustees approve a waiver of the California High School Exit Exam (CAHSEE) for students with disabilities who take the CAHSEE using modifications and receive the equivalent of a passing score, as presented.
Approval of Amendment of Authorization of Signatures	It is the recommendation of district administration that the Board of Trustees approve the Certification of Authorization of Signatures, as presented.
Approval of the Proposal from Hughes General Engineering, Inc. for the Exterior Basketball Courts Project at Channel Islands High School	<p>It is the recommendation of district administration that the Board of Trustees approve the proposal for the Exterior Basketball Courts Project at Channel Islands High School from Hughes General Engineering, Inc., in the amount of \$54,209.00, as presented.</p> <p>It is further recommended that in order to expedite the work and make minor modifications as may be necessary, it is requested that the Board of Trustees authorize the district administration to approve change orders in an amount not to exceed 10% of the contracted price for the project.</p>
Approval of the Proposal from Kiwitt's General Building for the Pool Restroom Project at Oxnard High School	<p>It is the recommendation of district administration that the Board of Trustees approve the proposal from Kiwitt's General Building for the Pool Restroom Project at Oxnard High School, as presented.</p> <p>It is further recommended that in order to expedite the work and make minor modifications as may be necessary, it is requested that the Board of Trustees authorize the district administration to approve change orders in an amount not to exceed 10% of the contracted price for the project.</p>
Approval of the Proposal from H & S Contractors for the Kiln Relocation Project at Rio Mesa High School	<p>It is the recommendation of district administration that the Board of Trustees approve the proposal for the Kiln Relocation Project at Rio Mesa High School by H & S Contractors in the amount of \$24,004.00, as presented.</p> <p>It is further recommended that in order to expedite the work and make minor modifications as may be necessary, it is requested that the Board of Trustees authorize the district administration to approve change orders in an amount not to exceed 10% of the contracted price for the project.</p>
Approval of Ratification of Athletic Contests for Hueneme High School, 2010-2011 School Year	It is the recommendation of district administration that the Board of Trustees approve the ratification of Athletic Contests for Hueneme High School, 2010-2011 School Year, as presented.
Approval of Ratification of Athletic Contests for Oxnard High School, 2010-2011 School Year	It is the recommendation of District administration that the Board of Trustees approve the of ratification of Athletic Contests for Oxnard High School, 2010-2011 School Year, as presented.

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CONSENT CALENDAR - Continued:

Approval of the Proposal from Axis Construction Inc., for the Culinary Arts Project Rebid at Rio Mesa High School

It is the recommendation of district administration that Board of Trustees approve the proposal for the Culinary Arts Project Rebid at Rio Mesa High School by Axis Construction Inc., in the amount of \$855,000.00, as presented.

It is further recommended that in order to expedite the work and make minor modifications as may be necessary, it is requested that the Board of Trustees authorize the district administration to approve change orders in an amount not to exceed 10% of the contracted price for the project.

Approval of Ratification of Agreement between Oxnard Union High School District and Oxnard Performing Arts and Convention Center Corporation

It is the recommendation of district administration that Board of Trustees approve the agreement between Oxnard Union High School District and Oxnard Performing Arts and Convention Center Corporation, as presented.

Approval of Agreement Between OUHSD and Earth Systems for Geotechnical Engineering, Materials Inspections and Testing Services

It is the recommendation of district administration that Board of Trustees approve the request to contract with Earth Systems for Geotechnical Engineering, Materials Inspections and Testing Services in the amount of \$30,000.00, as presented.

Approval of Change Order #1 Submitted for C.T.E. Auto Shop Project at Channel Islands High School

It is the recommendation of district administration that Board of Trustees ratify Change Order #1 to the contract #M724-10/11 with SBS Corporation, 31416 Agoura Rd., Suite 135, Westlake Village, CA 91361, for the additional amount of \$12,060.00, bringing the new contract to \$2,344,903.00, as presented.

Approval of Agreement with Oxnard College Cafeteria for Vocational Training of Special Education Students

It is the recommendation of district administration that Board of Trustees approve the agreement with Oxnard College Cafeteria for vocational training of Special Education students, as presented.

Approval of Agreement between Oxnard Union High School District and Dyntek Services Inc. for Power Management Software

It is the recommendation of district administration that Board of Trustees approve the agreement between Oxnard Union High School District and Dyntek Services Inc. for Power Management Software, as presented.

Approval of Purchase Orders and Direct Pays, May 12 – May 25, 2011

That Purchase Orders totaling \$564,836.81 and Direct Pays totaling \$4,335.20 be approved, as presented.

Approval to Enter into Agreement between Oxnard Union High School District and Gary Davis, Ed.D., Independent Contractor

It is the recommendation of district administration that Board of Trustees approve the agreement between Oxnard Union High School District and Gary Davis, Ed.D., Independent Contractor, to render certain technical and/or specialized services, as presented.

ACTION ITEMS:

It is the recommendation of district administration that Board of Trustees approve the Action Items, as listed below.

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ACTION ITEMS - Continued:

ADOPTION OF NEW COURSES: Ms. Erin Huizinga and Ms. Linnea Hose provided information on the proposed new courses.

- Applied Medical English – Health Academy
- Visual Arts – Culinary Academy
- Advanced Culinary Arts ROP – Culinary Academy

Trustee Jáquez moved to adopt the new courses, as presented, seconded by Trustee Stocks; motion carried unanimously.

- Applied Medical English – Health Academy
- Visual Arts – Culinary Academy
- Advanced Culinary Arts ROP – Culinary Academy

Adopted

APPROVAL OF NEW TEXTBOOK PROPOSALS

Trustee Jáquez moved to approve the new textbook proposals, as presented, seconded by Trustee Edmonds; motion carried unanimously.

Approved

APPROVAL OF RECOMMENDATION OF NEW MEASURE “H” BOND OVERSIGHT COMMITTEE MEMBER

Trustee Edmonds moved to approve the recommendation of New Measure H Bond Oversight Committee Member, Nancy Lindhold, seconded by Trustee Alamillo; motion carried unanimously.

Approved

BOARD STUDY SESSION:

Mr. Dabbs provided an update on what has changed in the last few years to precipitate this study session, i.e., uncertainty of State matching funds, unresolved issues with the Marathon property, declining student enrollment during the last few years, and budget uncertainty of use of unrestricted general fund monies for facilities.

PUBLIC COMMENT:

President López Hanson paused the study session to allow for public comment.

A speaker suggested that the Board conduct a similar study session in Camarillo that would allow opportunities for the Camarillo community to be further engaged with the needs of the district; the speaker recommended the number of ad hoc committee members be increased from 11 and with a broader representation of the Camarillo community; the speaker opined there are no clear expectations from the District on the function of the ad hoc committee such as what the committee should be evaluating, and requested an accounting of how the Bond money has been spent.

A speaker concurred that having a study session in Camarillo is a good idea, and requested accounting sheets on how Bond money has been spent without any oversight from Bond Committee.

A parent of former OUHSD and PVSD students, who are now very successful, thanked Trustees and all predecessors for their dedication and hard work. The speaker, a member of the Bond Oversight and Design Committees, not speaking on behalf of the committees, provided a brief background on both Committees. The speaker encouraged the District to find a direction and focus on steps to salvage whatever money is available in the district and the state-level and move forward. The speaker stated the Design Committee has a clear idea in which direction they are going, and the Committees are looking forward to moving on.

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PUBLIC COMMENTS - Continued:

A speaker expressed excitement about attending the study session and stated this is a perfect opportunity to show future high school students a glimpse of the process as to what will make their school. The speaker encouraged Supervisor Long and other parents to make time to attend future study sessions to be a part of the process.

A parent of a fifth grader in Camarillo and president of the PTA Council stressed the importance of reaching out to the parents of kids who will benefit from this school and involve parents from feeder schools in this process. The speaker encouraged Trustees to hold a study session in Camarillo.

Trustee Alamillo stated the format for the study session was not what he was hoping for; he opined it was an inefficient way to have dialog from the dais and would like an opportunity to move to an area where Trustees could study and not just be presented to.

BOARD STUDY SESSION - Continued:

Mr. Winton described a step-by-step process on how enrollment is projected. The most recent data is provided by State of California Form 50-01 (fifth-year projection only):

- K-12 pupil data which excludes continuation high school and Special Day Class numbers – 712
- Pupils attending schools chartered by another district
- Number of new dwelling units = 1,223
- District student yield factor = .1733
- Projected enrollment for K-12 = 15,510 pupils (except SDC pupils)

The second form, Form 50-02, is lists data from the School Facility Needs Program:

- Classroom inventory, Option A = 596
- Available classrooms, Option B = 528
- Determination of existing school building capacity = 12,285 pupils

The final form is the Eligibility Determination Form 50-03. Mr. Winton reported that if the numbers are accurate there are 3225 unhoused students, and the District could receive full funding for one 2250 high school and one small school for 800-900 students. He stated funding is currently not available, but recommended submitting a separate application as soon as possible to build a school in Oxnard; there are additional problems with the property in Camarillo because the District owns the land and there may be complications in receiving State funding. Based on this data, \$60M in grant money would be available to the District.

Trustee Jáquez asked Mr. Winton to clarify the misconception of the misuse of funding District projects using Bond monies. Mr. Winton provided a recap of Measure H GOB funds, the process used to determine the split of funds if Unification occurred (80% OUHSD & 20% Unification), and how Lease Revenue Bonds were issued; lastly, he stated there is a fund balance of \$102,174,886 M available.

Mr. Winton provided a Revenue and Expenditure summary based on April 20, 2011 Capital Projections and stated there is \$111 M available from the District's own money without relying on State funding.

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BOARD STUDY SESSION - Continued:

Mr. Winton reviewed the Analysis of Developer Fees – Fund 250 as of May 25, 2011, and stated there is a fund balance of \$9 M. These numbers are subject to change.

Mr. Winton provided information on several possible boundary scenarios for reboundary of 6 high schools, Bell Ranch scenarios 7 high schools, Maulhardt scenario 7 high schools, Cooluris scenario 7 high schools, Camarillo augmented, Oxnard augmented, and current boundaries.

It was the consensus of the Board and administrative staff that building one new high school, either in Oxnard or Camarillo, would not alleviate the over-crowded schools in the District.

Mr. Winton stated a CEQA will be required for whichever site the District decides to build on. He provided information on a State-conducted comparative evaluation of candidate sites indicating the top three candidate sites: Maulhardt was ranked first, Teal Club second and Cooluris third.

Trustees agreed to focus on:
Discuss boundary realignment
Determine selection of a property for new high school

PUBLIC COMMENTS:

A public speaker opined the Board had underestimated student enrollment by not factoring in potential growth with the various projects in city of Oxnard, stated there may not be State funding for the District due to political clout, and again, encouraged Trustees to become better informed of what is occurring in city council meetings.

BOARD RECESS:

President Lopez Hanson adjourned the meeting for a five-minute recess at 8:05 p.m.

BOARD RECONVENED:

President López Hanson reconvened the meeting at 8:10 p.m. and the Board continued with items remaining on the Agenda.

APPROVAL OF SALARY AND COMPENSATION FOR SUPERINTENDENT, 2011-12

Dr. Davis provided a second report on the Superintendent Search by presenting salary and compensation recommendations for the position of Superintendent, he distributed a handout that contained objectives to attract and retain a highly qualified person for the position, several key documents for reference, and comparative superintendents' salary and compensation for past OUHSD superintendents, Ventura County school districts' superintendents, and other superintendents' salary information from throughout California school districts.

Dr. Davis made the following recommendation to attract a top candidate as District Superintendent.

Base Salary: no less than \$190,000 per year, but open and negotiable, depending upon the experience and qualifications of the finalist.

Salary Increases: no less than the same amount provided to the certificated bargaining unit annually, but remains open and negotiable with the Governing Board.

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**APPROVAL OF SALARY AND
COMPENSATION FOR
SUPERINTENDENT –
Continued**

Approved

Length of Contract:	For two (2) years, renewal for one (1) additional year after the initial year of service upon an evaluation of satisfactory performance by the Governing Board.
Health Benefits:	Same as other OUHSD Certificated Managers.
Life Insurance:	Same as other OUHSD Certificated Managers
Longevity Benefit:	Same as OUHSD Certificated Salary Schedule for 2010-11 (An additional \$577 per year upon completion of 15 years of service, and then the same additional amount upon each three years of additional service to the district – 18, 21, 24, 27, and 30 years of service.)
Transportation Allowance:	\$500 per month. Travel outside of Ventura County on the business of the District to be reimbursed according to District policy for automobile travel within the scope of the Superintendent's duties.
Work Year:	225 days
Vacation:	21 days annually

Trustee Edmonds moved to approve the recommendation for salary and compensation for the position of District Superintendent, seconded by Trustee Stocks; carried 3:2. Roll call vote – AYES: Trustees Edmonds, López Hanson, and Stocks. NAYES: Trustees Alamillo and Jáquez.

PUBLIC COMMENT:

OFTSE President thanked the Board for the opportunity to work with the Board during his tenure and pointed out that the district will finish the year with a \$17M surplus, unobligated funds totaling \$4M which can be used in anyway the Board chooses; based on these figures, the speaker encouraged Trustees to not release teachers and consider rescinding layoffs at the next meeting and get these teachers back into the classroom.

BOARD MEMBERS' REPORTS AND COMMUNICATIONS:

Trustee Stocks attended the HHS Naval Base review of the NJROTC program and was pleased to report the chief is doing an outstanding job with the students. The school received an excellent review and he stated he is very pleased with the achievements of the students participating in the NJROTC program.

Trustee Edmonds attended PHS's Open House and was pleased with the enthusiasm level; he attended a meeting of the Camarillo Council of PTAs and reported several teachers and parents received recognition awards, and several PVSD elementary and charter schools were recognized. He said he has always been impressed with the hard work demonstrated by high school teachers, but was very impressed with what the elementary teachers are accomplishing, specifically in the area of technology.

Trustee Alamillo attended the ACHS Volleyball game. He approved the recommendation made by Mr. Stein regarding Trustees attending City Council meetings and would like the District to receive updates from cities.

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BOARD MEMBERS' REPORTS AND COMMUNICATIONS:

Trustee Jáquez opined the CSBA Annual Conference is by far the most expensive conference attended by Trustees from the limited Conference Schedule and personally feels the \$14,000+ membership fee is too high. Due to budget cutbacks and other issues CSBA has throughout the state with other districts, he would rather not pay the membership fee.

Trustee Stocks stated one year, the District did not join CSBA.

ITEMS FOR FUTURE CONSIDERATION:

School Facility Needs Analysis (SFNA)	June 8
Adoption of Budget	June 8
Board Recognition:	
• Retirees	June 8
• Future Administrator's Academy Graduates	June 8
Declaration of Need for Fully-Qualified Educators, 2011-2012	June 8
Board Recognition:	
• Athletic Accomplishments	June 8
• Class of 2011 – Valedictorians and Salutatorians	June 8
• CIHS National Champions – All Male Dance Team, All Female Dance Team, Short Flags	June 8
• RMHS World Quest Team	June 8
• June Graduates	June 22
Introduction of New Student Representative to the Board	June 22
Revisions to Board Policy 5116.2: Assignment Within District	June 22
Annual Approval of Carl Perkins Vocational and Applied Technology Education Act Funds	??

FUTURE MEETINGS:


June 8 & 22
July 13 & 27
August 10 & 24

ADJOURNMENT: There being no further items of discussion on the agenda, President López Hanson adjourned the meeting at 8:52 p.m.

BOARD OF TRUSTEES



Wayne Edmonds, Clerk


William E. Dabbs, Jr., Acting Secretary

Approved as read
(or approved as corrected)
June 22, 2011

ns: 06/18/11