

# Oxnard Union High School District

## Oxnard, California

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### Minutes of the January 10, 2007, regular meeting of the Board of Trustees

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**CALL TO ORDER** The regular meeting of the Board of Trustees of the Oxnard Union High School District was called to order by President Dick Jaquez at 5:30 p.m., January 10, 2007, in the District Office Board Room. President Jaquez welcomed the audience and asked that all cell phones be turned off.

Trustees present: Dick Jaquez, Irene Pinkard, Steve W. Stocks, and Robert Q. Valles.

Trustee absent: Socorro López Hanson (late arrival).

Student Representative: Absent.

Administration present: Jody Dunlap, Superintendent, Roger Rice, Assistant Superintendent-Human Resources, Martha Mutz, Assistant Superintendent-Educational Services, Randy Winton, Assistant Superintendent-Business Services, and Nancy R. Serros, Executive Assistant.

Guests present: Becky Buettner, Tod Deardorff, Tony Diaz, Joe Knopf, Jack Parham, Jim Rose and other interested persons.

**PLEDGE OF ALLEGIANCE** Trustee Bob Valles led the Pledge of Allegiance.

(Late arrival) Trustee López Hanson arrived during the Pledge of Allegiance.

**ADOPTION OF AGENDA** Superintendent Dunlap asked that Consent Calendar - Item H be removed until next month's meeting. On motion of Trustee Valles, seconded by Trustee Stocks and carried, the agenda was adopted, as amended. *Items were then considered in the order in which they appear in these minutes.*

**APPROVAL OF MINUTES** On motion of Trustee Pinkard, seconded by Trustee Valles and carried, the minutes of the regular meeting of December 13, 2006, were approved as amended, as presented.

On motion of Trustee Pinkard, seconded by Trustee López Hanson and carried, the minutes of the special meeting of December 19, 2006, were approved, as presented.

**CLOSED SESSION** President Jaquez called for public comment prior to announcing that the Board was going into closed session to discuss confidential material relating to:

- Student Personnel [Education Code §35146, 48912, 48919]
- Conference with Agency Labor Negotiator [Government Code Sec. 54957.6]
  - Employee Organization:
    - California School Employees Association (CSEA) – Campus Supervisor Unit
    - Oxnard Federation of Teachers (OFT) – Certificated Unit
  - Public Employee Discipline/Dismissal/Release/Appointment [Government Code Sec. 54957]
    - One Case: Certificated Management Position
  - Conference with Real Property Negotiator [Government Code §54956.8]
    - Negotiator: Randy Winton, Assistant Superintendent- Business Services

**RECONVENE IN PUBLIC: REPORT OF CLOSED SESSION ACTION** The Board reconvened in open session at 6:50 p.m. President Jaquez announced that during closed session, on a motion by Trustee Stocks, seconded by Trustee Valles, and carried 5-0, the Board acted on Item 6C, voting to ratify a settlement agreement with Tom Ito relating to his appointment to the position of assistant principal at Rio Mesa High School. No action taken on Items B or D.

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**SUPERINTENDENT  
UPDATES**  
*Annual Student  
Retention/Dropout  
Report, 2005-2006*

Ms. Buecky Buettner, Director of Assessment and Accountability, provided a PowerPoint presentation on the 2005-2006 Annual Student Retention/Drop-out Report. Ms. Buettner informed the Board that the report is taken from the Potential Dropout Report and the CBEDS annual report. The total number of OUHSD dropouts for the 2005-2006 school year is 432, a decrease from the previous year. She stated the report is in compliance with the California State Department of Education's definition of a dropout. In an effort to provide services to students who are at risk of dropping out and to maintain a low dropout rate, the District offers alternative programs, interventions, and additional support staff. The dropouts are identified by following the Dropout Guidelines provided by the Office of Assessment and Accountability. Ms. Buettner further stated that the rate may change in the future due to the CAHSEE pass rate, fifth year senior success program, Adult Education completers and stricter and more consistent data collection of dropouts. Following discussion, President Jaquez thanked Ms. Buettner for her presentation.

*Civic Center Report*

Director of Interscholastic Athletics Tony Diaz and Facilities Technician Joe Knopf, provided a PowerPoint presentation on the Use of Facilities Fee Schedule Survey – Civic Center Act BP 1330. Since 1998, participation in athletics by the district's schools has increased by 50 percent and during that same time period, participation by outside community groups and organizations have increased by an even greater percentage. This increased demand requires additional funds being used to maintain both the appearance and quality of these facilities; and past fee increases have not kept up with the increase in costs of maintenance and operations of these facilities. Mr. Diaz recommended that the district work with the City of Oxnard to provide alternative locations for outside adult programs to practice on and proposed the following changes:

1. A 50 percent increase in rental fees and related costs across the board.
2. Community usage of district facilities should be contests only and should never interfere with school-related activities.
3. Reduction of one-third of facilities made available to outside usage on an annual rotating basis, to allow for general renovations and maintenance.

On motion of Trustee Jaquez, seconded by Trustee Stocks and carried, the Use of School Facilities Fee Schedule was approved effective July 1, 2007, as presented.

*Superintendent's  
Report*

Dr. Dunlap reported:

- Counselors have been busy doing grade checks on seniors; at all the schools, kids and staff are getting ready for final exams and grade checks are being done.
- Congratulations Sierra Meyers, Oxnard High School Physical Education teacher for being selected to go to the California Association of Health, Physical Education, Recreation and Dance State Conference. She and Michelle Ramirez, OHS Lifeguard, will be talking about teaching high school aquatics at the conference.
- Winter sports programs are in high gear after the winter break. Officially, league season has started with a lot of activities going on at the schools.
- Concurred that the district needs assistance with the up-keep of the schools' facilities and maintaining the facilities will benefit us and everyone in the community.

**CONSENT  
CALENDAR**

On motion of Trustee Stocks and seconded by Trustee López Hanson and carried, the Consent Calendar Items were approved, as listed:

**Certificated Personnel**

Employment

Linda Barnett, second semester temporary Consumer and Family Science teacher, effective 01/26/07 – 06/15/07

Jorge Napoles, second semester temporary Math teacher, effective 01/26/07 – 06/15/07

Thomas Lavallee, second semester temporary Special Education teacher, effective 01/26/07 – 06/15/07

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- Certificated Personnel**
- Request for Leave of Absence Without Pay  
Alison Willis, Social Science teacher, effective 01/26/07 – 06/15/07  
Allison Bolen, Mathematics teacher, effective 2007-2008 school year
- Ratification of Temporary Employment  
Anastacio Mosones, Special Education teacher, effective 12/11/06 – 06/15/07 (due to growth position)  
Anne Higgins, English teacher, effective 12/11/06 – 01/25/07 (due to medical)  
Thomas Lavallee, Special Education teacher, effective 12/11/06 – 01/25/07 (due to transfer)
- Classified Personnel**
- Employment  
Cristina Gavia, Paraeducator II, effective 01/11/07
- Reclassification  
Evelyn Arellano, from Duplicating Machine Operator to Clerical Assistant III- Attendance/Records, effective 01/03/07 (due to resignation)
- Request for Leave of Absence Without Pay  
Sandi Scholle, School Secretary, effective 03/01/07 – 09/15/07  
Amor Villanueva, Campus Supervisor, effective 01/02/07 – 01/23/07  
Johnny Zaragosa, Grounds Maintenance Worker, effective 12/27/06 – 12/26/07
- Request to Rescind Resignation  
Elizabeth Torres, Campus Supervisor, effective 12/14/06
- Resignation  
Pam Johnson, Clerical Assistant III – IEP, effective 01/26/07  
Sylvia Trueba, Account Clerk, effective 01/05/07
- Retirement  
Pattie Kaminski, Administrative Secretary II, effective 03/01/07
- Purchase Orders**                                That Purchase Orders be approved, as presented.
- Non-Public School Placement**                                That the non-public school placement, as of November 3, 2006, for Student No. 127706, Case No. Twenty-eight, 06/07, be approved according to the recommendation of the student's IEP team and the Director of Special Education.
- Expulsion by Voluntary Agreement by Administrative Panel**                                That Student No. 118890 be expelled from the Oxnard Union High School District for the remainder of the 2006-07 school year, and that the student attend Pacific View 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.
- Voluntary Consent to Expulsion**                                That Student No. 113151 be expelled from the Oxnard Union High School District for the remainder of the 2006-07 school year, 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.
- That Student No. 113875 be expelled from the Oxnard Union High School District for the remainder of the first and second semester 2006-07 school year, and that the student attend Pacific View Community School for the period of expulsion. The student will be reviewed for

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Voluntary Consent to Expulsion - Continued	<p>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.</p> <p>That Student No. 115965 be expelled from the Oxnard Union High School District for the remainder of the first and second semester 2006-07 school year, and that the student attend Pacific 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.</p> <p>That Student No. 124490 be expelled from the Oxnard Union High School District for the remainder of the first and second semester 2006-07 school year, and that the student attend Pacific View 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.</p> <p>That Student No. 128047 be expelled from the Oxnard Union High School District for the remainder of the first and second semester 2006-07 school year, and that the student attend Pacific View 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.</p>
Quarterly Report Williams Uniform Complaint Procedures	<p>It is the recommendation of district administration that the Quarterly Report of Administrative Regulation 1312.4(a) – Williams Uniform Complaint Procedure be approved, as presented.</p>
Calleguas Landowner's Request to Annex and Approval of Parcel Charge	<p>It is the recommendation of district administration that the Calleguas Landowner's Request to Annex and Parcel Charge be approved, as presented.</p>
Donations	<p>That the Donations Report for the reporting period December 14, 2006 through January 10, 2007, be approved, as presented.</p>
Disposal of Surplus Property	<p>That the items listed be declared surplus and that staff be authorized to dispose of all items through sale or other means, in the most expeditious manner.</p>
APPROVAL OF REVISION OF BOARD POLICY 5126	<p>On motion of Trustee Valles, seconded by Trustee Stocks, and carried, the revision of Board Policy 5126: Academic Recognition be approved by the Board of trustees, as presented.</p>
ADOPTION OF RESOLUTION NUMBER 07-01	<p>On motion of Trustee Pinkard, seconded by Trustee Stocks, and carried, Resolution Number 07-01 Proclaiming February 2007, as <i>Black History Month</i> be adopted by the Board of Trustees, as presented.</p>
ADOPTION OF RESOLUTION 07-02	<p>On motion of Trustee López Hanson, seconded by Trustee Pinkard, and carried, Resolution Number 07-02 Proclaiming February 5-9, 2007, as <i>National School Counseling Week</i> be adopted by the Board of Trustees, as presented.</p>

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#### BOARD MEMBERS' REPORTS AND COMMUNICATION

Trustee Stocks reported he toured Channel Islands and Hueneme High Schools and concurred there is a need for facilities to be upgraded. While visiting Hueneme, he noticed the disrepair of the backstop. Trustee Stocks informed the Board he had taken a ride on one of the new district buses and commented on how nice the buses are.

Trustee Pinkard informed the Board she would be speaking on Saturday, January 13 for a non-profit group called Project Links. She will address health and education issues, bringing various coordinators together in collaboration to help the public become aware of what type of services are available for them.

Trustee Jaquez reported on the meeting held by the Reorganization Committee and informed the Board the committee voted to proceed with the petition to unify.

Trustee Valles reaffirmed he still had an interest in expanding the district's vocational education program and asked what the game plan was for this coming September. He would like the Board to consider adding two nursing programs at Hueneme and Channels Islands High Schools.

Assistant Superintendent Mutz informed the Board that the government has approved monies for career technical education (another term for vocational education). An application submitted in the spring will bring additional funding to upgrade the district's existing program.

Trustee López Hanson commented she would like to see more information on choices that we might have for our new schools and programs in technical education so that when monies become available, we'll know what action we want to take. Trustee Jaquez opinioned the same.

Superintendent Dunlap called on Mr. Rice to provide an update on the ITV Channel listing. Mr. Rice informed the Board that since the last Board Meeting, he met with Mr. Deardorff, ITV Station Manager, and was pleased to announce that the scroll line calendar on Channel 26 will now list district schools' activities. If anyone has information that they wish to post, please contact Joe Knopf, Facilities Technician.

#### ITEMS FOR FUTURE CONSIDERATION

- |    |   |                |
|----|---|----------------|
| A. | Consideration of Approval of Mid-Term Graduates 2007  | March 14, 2007 |
| D. | Consideration of Approval of Summer School 2007 Plan and Operations                         | March 14, 2007 |
| E. | Consideration of Approval of Proposed Salary Adjustment to Certificated Management Schedule | March 14, 2007 |
| F: | Board Recognition: <i>Academic Decathlon Winners</i>  | March 14, 2007 |

#### FUTURE MEETINGS

Trustee Pinkard requested changing the meeting of February 14 to February 21. Following discussion, the 2007 Board Meetings list was revised, as requested.

Wednesday, February 21, 2007 – 5:30 p.m., in the District Office Board Room – Regular Meeting

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ADJOURNMENT      There being no further items of business, President Jaquez adjourned the meeting at 8:24 p.m.

**BOARD OF TRUSTEES**



Steve W. Stocks., Clerk



Jody Dunlap, Ed.D., Secretary

Approved as read  
(or approved as corrected)  
February 21, 2007

ns: 01/17/07