

Oxnard Union High School District

Oxnard, California

Minutes of the August 8, 2007, regular meeting of the Board of Trustees

- 1. OFFICIAL OPENING OF MEETING** The regular meeting of the Board of Trustees of the Oxnard Union High School District was called to order by President Jaquez at 5:30 p.m., August 8, 2007, in the District Office Board Room.

Trustees present:
Dick Jaquez, President
Irene Pinkard, Vice President (late arrival)
Steve W. Stocks, Clerk
Socorro López Hanson, Member
Robert Q. Valles, Member

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

Guests present: Tod Deardorff, Wayne Edmonds, Richard Hanson, Chris Parker, Chloe Parker, Doreen Learned, Emily Learned and other interested persons.
- 2. PLEDGE OF ALLEGIANCE** Trustee López Hanson led the Pledge of Allegiance.
- 3. ADOPTION OF AGENDA** On motion of Trustee Stocks, seconded by Trustee Valles and carried, the agenda was approved as submitted. *Items were than considered in the order in which they appear in these minutes.*
- 4. APPROVAL OF MINUTES** On motion of Trustee Valles, seconded by Trustee López Hanson and carried, the minutes of July 11, 2007, Special Board meeting were approved, as presented.

On motion of Trustee Valles, seconded by Trustee López Hanson and carried, the minutes of July 11, 2007, Regular Board meeting were approved, as presented.
- 5. PUBLIC COMMENT ON CLOSED SESSION ITEMS** Board President Jaquez called for public comment prior to announcing that the Board was going into closed session.
- 6. CLOSED SESSION** Hearing no public comments, President Jaquez announced the Board was going into Closed Session to discuss confidential material relating to:

 - A. Student Personnel: [Education Code §35146, 48912, 48919]
 - B. Conference with Legal Counsel – Anticipated Litigation [Government Code §54956.9(b)]
 - B.1 Unification Update

The Board went into closed session at 5:35 p.m.
- 7. RECONVENE IN PUBLIC: REPORT OF CLOSED SESSION ITEMS**
(6:30 p.m. – Time approximate.)

Late arrival: Vice President Pinkard arrived.

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8. **AUDIENCE TO ADDRESS
THE BOARD OF
TRUSTEES**

Mr. Chris Parker and Ms. Doreen Learned, CAPE representatives, provided an update on CAPE Charter School and invited Trustees and staff to the Grand Opening on Tuesday, September 4. There are currently 330 students enrolled and the first day of school is Wednesday, September 5. On behalf of CAPE, Mr. Parker and Mrs. Learned thanked Trustees and staff for their continued support.

9. **SUPERINTENDENT'S
REPORTS**

9.A *Approval to Name School
Facilities*

*Rename the Pacifica High
School Performing Arts Center*

Principal William Dabbs requested that the Performing Arts Center at Pacifica High School be renamed in honor of Mr. Valles. Mr. Dabbs stated Mr. Valles has had a long distinguished career in the District as a member of the Board of Education; he has played an active role supporting Hispanic culture through his support of the arts; and was instrumental in implementing the Mariachi program throughout the district. Mr. Dabbs provided a brief biography of Trustee Valles. In conclusion, he stated it would be most appropriate for all Mr. Valles' long time service to the Oxnard Union High School District, the community of Oxnard, and the fact that he is an outstanding role model for our community that the Performing Arts Center be renamed the *Robert Q. Valles Center for Performing Arts*.

Trustees Stock and Jaquez concurred with Mr. Dabbs; they stated the accolades for Mr. Valles were well-deserved and supported the renaming of the performing arts center.

*Name the Rio Mesa High
School Swimming Pool*

Superintendent Dunlap informed Trustees that Principal Rickard would not be attending the meeting this evening due to confusion in Board meeting dates and asked Trustees if they wished to proceed with the naming of the Rio Mesa Swimming Pool. Trustee Pinkard asked to wait until September to approve both items. She was not aware renaming PHS PAC was being brought forward tonight and requested that in the future similar items be *sunshined*. Trustee López Hanson commented that in order to properly honor the memory of Ed Phillips, she would prefer to wait and hear Ms. Rickard's presentation and wished to proceed with the renaming of the performing arts center. She was of the opinion that it was the appropriate time to rename the center and would like this to coincide with the Hispanic Culture Month celebration. Trustee Stocks recommended not delaying the renaming of the center, that the presentation speaks for itself, and suggested Ms. Rickard make her presentation in September. President Jaquez agreed that the renaming of the PAC go forward and that Ms. Rickard return in September.

Based on the consensus of the Board, the naming of RMHS swimming pool will be brought back for action at the meeting of September 12, 2007.

9.B **General District
Acknowledgements/Updates:
Superintendent Jody Dunlap**

Superintendent Jody Dunlap reported:

- Second session of summer school ended last Friday.
- There were 2800 students enrolled in second session.
- Sites are getting ready for the opening of school on August 27.
- New Teacher Orientation will be held August 20 – 23.
- August 24 is a pupil-free day with teachers reporting to sites for staff development activities.

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| 9.B | <i>Superintendent's Reports - Continued</i> | <ul style="list-style-type: none"> • She attended the UC Summer Academy Program Graduation ceremony at the Oxnard Performing Arts Center. Over 1500 were in attendance. Four hundred students from the District were enrolled in the program and she had the opportunity to speak to about 900 parents. She asked the parents to stay involved with their student's education and to keep in contact over the next four years. |
| 10. | CONSENT CALENDAR | It was moved by Trustee Stocks, seconded by Trustee Valles and carried, that the Consent Calendar items be approved, as listed below. |
| 10-A | Approval of Certificated and Classified Personnel | That the personnel appointments recommended by the Assistant Superintendent, Human Resources be approved, as presented.

(Please see attached list of Certificated and Classified Personnel items.) |
| 10-B | Approval of Purchase Orders | That Purchase Orders totaling \$27,543,958.27 and Direct Pays totaling \$784,920.00 be approved, as presented. |
| 10-C | Approval of Salary Increase for Irrigation Specialist | That the proposed salary increase for Irrigation Specialist be approved, as presented. |
| 10-D | Approval of Williams Quarterly Report of Administrative Regulations 1312.4(a) – Williams Uniform Complaint Procedures | That the Quarterly Report of Administrative Regulations 1312.4(a) – Williams Uniform Complaint Procedures be approved, as presented. |
| 10-E | Adoption of Teacher Recruitment and Retention Program Funds Use Plan | That the Teacher Recruitment and Retention Program Funds Use Plan be adopted, as presented. |
| 10-F | Approval of Agreement with Pleasant Valley School District for the Provision of Vehicle Fuel | That the agreement for the Provision of Vehicle Fuel with Pleasant Valley School District be approved, as presented. |
| 10-G | Renewal of Agreement between Planware Systems LLC and Oxnard Union High School District | That the renewal agreement between Planware Systems LLC and Oxnard Union High School District be approved, as presented. |
| 10-H | Approval of Agreement between Oxnard Union High School District and Zeller Electric Corporation for the Pool Lighting at Oxnard High School | That the Agreement between Oxnard Union High School District and Zeller Electric Corporation for the pool lighting at Oxnard High School be approved, as presented. This project will be funded through Routine Restricted Maintenance.

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 ten percent (10%) of the contracted price for the project. |
| 10-I | Approval of Developer Fees Revenue and Expenditures for Fiscal Year 2006-2007 | That the 2006-2007 school year expenditures and revenue received for the construction projects borne from Capital Facilities (Developer Fees – Fund 250) be approved, as presented. |

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10. CONSENT CALENDAR - Continued

- 10-J Approval of California Department of Education's Local Agreement for Child Care Resource Program in Support of Child Care and Development Programs and California School Age Families Education (Cal-SAFE) and Adoption of Resolution No. 07-35 Authorizing Designated Personnel to Sign Contract Documents for Fiscal Year 2007-08 That the California Department of Education's Local Agreement for Child Care Resource Program in Support of Child Care and Development Programs and California School Age Families Education (Cal-SAFE) be approved, and adopt Resolution No. 07-35 authorizing designated personnel to sign contract documents for fiscal year 2007-08, as presented.
- 10-K Approval to Enter Into a Master Lease With Ricoh Business Solutions, Inc. Utilizing the US Communities Bid BW 7123-3/07-3 That Board of Trustees authorize staff to lease copiers from Ricoh Business Solutions, Inc., utilizing the US Communities Bid BW 7123-3/07-3, as presented.
- 10-L Approval of Bid #P-502 (07-08) Gas and Diesel Fuel That Board of Trustees award Bid #P-502 (07-08) Gas and Diesel Fuel to GP Ventura Oil Company, of Oxnard, California, being the lowest bidder meeting all terms and conditions of the bid, as presented.
- 10-M Approval to Purchase Dell Computers and Peripherals, Utilizing Western States Contracting Alliance Master Agreement for Dell Marketing L.P. Number A63307 Extended through August 31, 2007 That Board of Trustees authorize staff to purchase Dell Computers and peripherals utilizing the Western States Contracting Alliance Master Agreement for Dell L.P. Number A63307 extended through August 31, 2007, as presented.
- 10-N Approval of Memorandum of Understanding between Ventura County Office of Education (VCOE) and Oxnard Union High School District to Participate in a Consortium of Ventura County School Districts and the VCOE to Provide a VCOE Operated Community Day School Program That Board of Trustees approve the memorandum of understanding between Ventura County Office of Education (VCOE) and Oxnard Union High School District, as presented.

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10. CONSENT CALENDAR - Continued

- 10-O Approval of Easement Agreement (Sewer) between the Roman Catholic Archbishop of Los Angeles, a Corporation Sole, on Behalf of Santa Clara Parish (the "Parish") and the Oxnard Union High School District for the Use of a Portion of the Parish Property for the Installation of Sewer Improvements That Board of Trustees approve the agreement between The Roman Catholic Archbishop of Los Angeles and Oxnard Union High School District, as presented.
- 10-P Approval of Carry Forward 2006-2007 School Site Block Grant Plans Submitted by Adult Education That the carry forward 2006-2007 School Site Block Grant Plans submitted by Adult Education be approved, as presented.
- 10-Q Approval of Agreement with School Innovations and Advocacy for Truancy Management That the three-year agreement with School Innovations and Advocacy for truancy management be approved, as presented.
- 10-R Approval of Donations That the Donations Report for the reporting period July 12, 2007 through August 8, 2007 be accepted, as presented.
- 10-S Approval of Disposal of Surplus Property 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.

11. ACTION ITEMS

- 11-A MODIFICATION OF WORK DAYS FOR THE DIRECTOR OF INTERSCHOLASTIC ATHLETICS A discussion was held by Trustees and Administrative staff regarding the modification of work days, proper alignment of job duties, responsibilities and modification for the job description of Director of Interscholastic Athletics. President Jaquez and Trustees López Hanson and Pinkard were of the opinion the job description recommended by administrative staff should be revised. Suggestions and recommendations made:

- Focus on Student and District policies.
- Improve services toward facilities and athletics.
- Present salary and work year to remain.
- Review responsibilities.

Superintendent Dunlap stressed the importance of increasing the work year; stated that Mr. Diaz currently works during the summer; he is constantly on the phone making arrangements for upcoming athletic activities; he works directly with the sites' athletic directors; he is a Certified Masters Athletic Administrator and oversees activities for over 5-8,000 student athletes. Trustee Stocks stated Mr. Diaz has always been there for the district, works very hard and is always willing to help out where needed. Trustee Valles commented that a lot of good points were made and the Board should provide the Superintendent with as much information and support as needed.

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11. ACTION ITEMS - Continued

- 11-A A motion was made to approve action item 11-A by Trustee Stocks, and seconded by Trustee Valles, the motion failed by a vote of 2-3. Trustees Jaquez, López Hanson and Pinkard opposed.
- 11-B ADOPTION OF RESOLUTION NO. 07-36 PROCLAIMING SEPTEMBER 15 THROUGH OCTOBER 15, 2007 AS HISPANIC HERITAGE MONTH
Upon the recommendation of district administration, it was moved by Trustee Valles, seconded by Trustee Pinkard and carried, to adopt Resolution No. 07-32 Proclaiming September 15 through October 15, 2007 as Hispanic Heritage Month, as presented.
Trustee López Hanson requested a condensed calendar of activities commemorating Hispanic Heritage month.
- 11-C APPROVAL TO NAME SCHOOL FACILITIES UNDER THE PROVISIONS OF BOARD POLICY 7310:
Name the Rio Mesa High School Swimming Pool in Honor of Ed Phillips
Upon the recommendation of Board of Trustees, this item will be brought back for action on September 12, 2007.
Name the Pacifica High School Performing Arts Center in Honor of Robert Q. Valles
Upon the recommendation of district administration, it was moved by Trustee Stocks, seconded by Trustee López Hanson and carried 3-1, Trustee Pinkard opposed and Trustee Valles abstained, that the Board of Trustees approve the renaming of Pacifica High School's Performing Arts Center the *Robert Q. Valles Center for Performing Arts*.
12. BOARD MEMBERS' REPORTS AND COMMUNICATIONS
- 12-A Correspondence
President Jaquez reported he received a letter from the State Attorney General's office regarding a violation of the Brown Act. He has written a reply stating the district, as a Board, will comply with the Attorney General's Opinion.
- 12-B Reports and Communications
Trustee López Hanson reported she received a letter from her medical provider indicated he would not be able to accept her insurance if Blue Cross continued to institute the new fee schedule effective August 30, 2007. Unfortunately, the terms of the new contracts make it difficult for the attending physician to cover the cost of providing care to Blue Cross patients. As a result, local physicians are dropping their Blue Cross provider contracts. Trustee López Hanson expressed concern as to how this situation would affect our students' and district employees' health care.
Superintendent Dunlap stated she had written a letter, as a follow-up, to Coastal Schools Employees Benefit Organization Executive Director Paul Wilhelmsen expressing her concerns and the impact this will have on health care.
- 12-C Interests and Concerns
Trustee Valles commended Oxnard High's Band for participating in the Santa Barbara parade - one of the largest in California. He visited several of the school sites and was concerned because he did not see any Vocational posters in the career centers. Superintendent Dunlap stated she personally delivered the posters to the sites and will follow up on this issue.

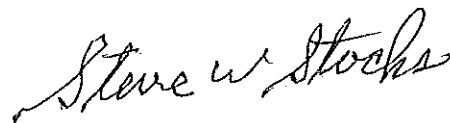
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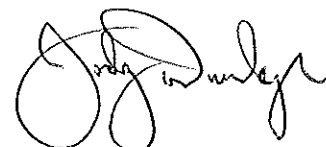
12. **BOARD MEMBERS' REPORTS AND COMMUNICATIONS-Continued** President Jaquez stated he and Trustee Valles attended a dinner hosted by the Southwest Voter Registration and it was announced during the ceremonies that Oxnard Union High School was the district that had registered the highest number of students to vote in the State! He was very happy to hear this mentioned at the dinner. President Jaquez extended a thank you to all the District's administrators involved in the voter registration process – great job!
13. **ITEMS FOR FUTURE CONSIDERATION** Superintendent Dunlap stated there were several items coming up:
- A. Consideration of Approval of Waiver of Physical Education Graduation Requirement for Oxnard High School September 12
 - B. Public Hearing on Sufficiency of Instructional Materials (Williams Act) September 12
 - C. Consideration of Approval of Resolution Regarding Sufficiency of Instructional Materials (Williams Act) September 12
 - A. Consideration of Approval of 2007 Summer Graduates September 12
 - E. Consideration of Approval of Parent Representative to Community Advisory Committee September 12
 - F. Consideration of Approval Resolution Proclaiming September 18, 2007 as Constitution Day September 12
 - G. Introduction of New Hires: Administrative Staff September 12
 - H. Approval of Class of 2007 Additional Graduates (CAHSEE Passers) October 10
14. **FUTURE MEETINGS** September 12 *and* 26, 2007
October 10 *and* 24, 2007
November 14, 2007
December 12, 2007
15. **ADJOURNMENT** There being no further items of business, Board President Jaquez adjourned the meeting at 7:50 p.m.

BOARD OF TRUSTEES



Steve W. Stocks, Clerk

Approved as read
(or approved as corrected)
September 12, 2007



Jody Dunlap, Ed.D., Secretary

**OXNARD UNION HIGH SCHOOL DISTRICT
CONSENT CALENDAR – HUMAN RESOURCES
For the Board Meeting of August 8, 2007**

CERTIFICATED HUMAN RESOURCES

Employment, 2007-2008 School Year

(Contingent upon appropriate credential, D.O.J. clearance, enrollment, and full funding from the California Department of Education)

Sarah Eglitis, first year probationary, English teacher [CIHS]
Stewart Forrest, second year probationary, English teacher [CIHS]
Emily Hall, first year probationary, P.E. teacher [CIHS]
Manuel Lara, first year probationary, Business teacher/Athletic Director [CIHS]
Nicole Lukiewski, first year probationary, English teacher [PHS]
Jeremy Pitcock, first year probationary, Mathematics teacher [FHS]
Jaimene Nichols, first year probationary, English teacher [OHS]
Ricardo Nunez, first year probationary, Social Science teacher [RMHS]
Maria Reyes, first year probationary, Special Education teacher [HHS]
Lisa Salas, Dean of Student Accountability, [HHS] (due to resignation)

Reclassification

Phyllis Throckmorton, from Assistant Director of Special Education to Director of Career and Technical Education [DO]

Request for a Part-Time Service Leave, 2007-2008 School Year

Elsa Phillip, Consumer and Family Science teacher, from 100 to 80 percent assignment [CIHS]

Request for Leave Without Pay

Randy Brunkhorst, Science teacher, effective 2007-08 School Year [ACHS]
Ernestina Rodriguez-Mutter, Mathematics teacher, effective 2007-2008 School Year [PHS]
Melanie Samples, Psychologist, effective 08/24/07 – 12/03/07 [RMHS]

Declination of Employment

Ann Clark-Tyler, French teacher

Resignation

Cheryl Burns, Dean of Student Accountability, effective 07/26/07 [HHS]
Mindy Davis, English teacher, effective 08/13/07 [OHS]
Anna Tchoubineh, Mathematics teacher, effective 08/06/07 [RMHS]

CLASSIFIED HUMAN RESOURCES

Reclassification

Anna Magaña, from Clerical Assistant III - IEP to ASB Account Clerk, effective 08/20/07 [HHS] (due to retirement)

Request for Placement on a 39-Month Reemployment List Pursuant to Education Code §45195

Ramon Lopez, Custodian, effective 07/10/07 [RMHS]

Retirement

Julia Reyes, EDP Terminal Operator, Attendance/Records, effective 09/30/07 [Puente]

Resignation

Peter Glasser, Database Analyst, effective 08/17/07 [DO]
Guillermo Lopez, High Risk Outreach Consultant, effective 07/01/07 [CIHS]
Rosetta Mead, Paraeducator I, effective 08/27/07 [HHS]
Lovia Keshia Pitts, Paraeducator IV, effective 08/06/07 [OHS]
Maria Reyes Resendiz, Paraeducator I, effective 08/24/07 [PHS]
April Teran, EDP Terminal Operator, effective 07/20/07 [CIHS]
Krestin Tidwell, Paraeducator I, effective 08/20/07 [FHS]
Marvin Williams, Campus Supervisor, effective 06/30/07 [HHS]