

Oxnard Union High School District

Oxnard, California

Minutes of the August 23, 2006, special meeting of the Board of Trustees

CALL TO ORDER	<p>The special meeting of the Board of Trustees of the Oxnard Union High School District was called to order by President Socorro López Hanson at 5:34 p.m., August 23, 2006, in the District Office Board Room.</p> <p>Trustees present: Socorro López Hanson, Dick Jaquez, and Steve W. Stocks.</p> <p>Trustees absent: Irene Pinkard and Bob Valles.</p> <p>Student Representative: Melissa Ramirez.</p> <p>Administration present: Jody Dunlap, Superintendent, Roger Rice, Assistant Superintendent-Human Resources, Martha Mutz, Assistant Superintendent-Educational Services, Randy Winton, Assistant Superintendent-Business Services, and Sherrill Tucker, Executive Assistant.</p> <p>Guests present: Tod Deardorff, Pat Morawsky, Jim Rose, Wayne Edmonds, John Grisafe, Dennis O'Dea, Jeff Verdier, Kathy Greaves, Denise Barnett, Ron Matthews, Stan Mantooth, Rebecca Dominguez, and other interested persons.</p>
PLEDGE OF ALLEGIANCE	<p>Trustee Steve W. Stocks led the Pledge of Allegiance.</p>
ADOPTION OF AGENDA	<p>On motion of Trustee Jaquez, seconded by Trustee Stocks and carried, the agenda was adopted, as presented. <i>Items were then considered in the order in which they appear in these minutes.</i></p>
APPROVAL OF MINUTES	<p>On motion of Trustee Jaquez, seconded by Trustee Stocks and carried, the minutes of the regular meeting of July 19, 2006, were approved, as presented.</p>
CLOSED SESSION	<p>President López Hanson called for public comment prior to announcing that the Board was going into closed session to discuss confidential material relating to:</p> <ul style="list-style-type: none">Student Personnel: [Education Code §35146, 48912, 48919]Conference with Agency Labor Negotiator [Government Code §54957.6]<ul style="list-style-type: none">Employee Organization: Oxnard Federation of Teachers – Classified Unit (Adult Ed)Conference with Real Property Negotiator [Government Code §54956.8]<ul style="list-style-type: none">➤ North Side of Central Avenue East of Strickland and West of Rio Mesa High School (Ventura County Assessor's Parcel No. 147-0-060-225)➤ District Office Update <p>Negotiator: Mr. Randy Winton, Assistant Superintendent-Business Services</p>
RECONVENE IN PUBLIC: REPORT OF CLOSED SESSION ACTION	<p>The Board reconvened in open session at 6:36 p.m. President López Hanson announced that no action had been taken in closed session.</p>
AUDIENCE TO ADDRESS BOARD OF TRUSTEES	<p>Mr. Jeff Verdier, Adolfo Camarillo High School parent, asked Trustees to look into the discipline policies at Adolfo Camarillo High School, specifically suspensions/expulsions. He opined that neither the California Education Code nor the OUHSD Board Policies are being correctly applied at Adolfo Camarillo High School relating to expulsions. Principal Lipman told him that he only makes the recommendation; a committee of neutral administrators makes the final decision. Mr. Verdier asked that the Board review this "one size fits all" policy and consider expulsions as the penalty of last result.</p>

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Minutes of the August 23, 2006, special meeting of the Board of Trustees

AUDIENCE TO
ADDRESS BOARD
OF TRUSTEES
Continued

Mr. Jim Rose, President, Oxnard Federation of Teachers, spoke on behalf of the classified staff at Adult Education. Mr. Rose acknowledged the specific problems at Adult School which would drive down the need for employees. He reported their only contention has been the manner in which the administration is dealing with the proposed layoffs. It is the desire of the Union to follow the contract language, "last hired, first fired." They agree that the action needs to take place, but disagree with the process.

Ms. Rebecca Dominguez, representing the staff at Adult School, emphasized their agreement with the funding and the reductions necessary, but thinks it should be "last hired, first fired." She addressed the different job responsibilities and the importance of keeping the school open..

SPECIAL REPORT:
*Ventura County
Office of Education*

Superintendent Dunlap introduced Mr. Ron Matthews, Ventura County Board of Education, Trustee Area 5, who expressed his pleasure in being at his first OUHSD Board meeting since his father served previously for 19 years as a Trustee. Mr. Matthews introduced Mr. Stan Mantooth, Associate Superintendent-Administrative Services, Ventura County Office of Education. Mr. Mantooth explained that, often, the public is unaware of what the Ventura County Office of Education does. He provided a PowerPoint presentation highlighting the various areas of responsibility and services provided to county schools. After a question/answer session, Trustee Jaquez thanked Mr. Matthews and Mr. Mantooth for a most informative presentation, and commended Dr. Valerie Chrisman for the help she has provided this district in curriculum training.

ANNUAL REPORT:
*Destiny Program and
Textbook Inventory*

Ms. Martha Mutz, Assistant Superintendent-Educational Services, reported that last year staff began the process of bringing textbook inventory control into the 21st century. The district switched from the Winnebago system to Destiny. She introduced Mr. Dennis O'Dea who has been instrumental in the changeover in systems. Mr. O'Dea narrated a PowerPoint presentation highlighting the benefits of the Destiny inventory system and the money saved in terms of preventing textbook losses. He explained that textbooks now are ordered and delivered to the warehouse where they are bar-coded, entered into the Destiny system, and delivered to the schools. Trustees discussed collecting monies due on lost textbooks and the affect of the Williams Act, as well as the overhaul of the district's web page. President López Hanson thanked Mr. O'Dea, and Ms. Mutz commended him to the Board. Not only has he been responsible for the electronics, he has been shoulder-to-shoulder in getting the work done.

BOARD/DISTRICT
PRIORITIES, 2006-07

This item was tabled.

GENERAL
DISTRICT UPDATE

Superintendent Dunlap reported that she visited with new teachers under the leadership of Consultant Linda Valdez. New teachers are positive, smiling, and enthusiastic! Student orientations have been held on each campus, as well as new teacher orientations. Ms. Mona Pinon facilitated a workshop for reading teachers, and Mr. Jim Short worked with math teachers. On Monday, August 28, over 16,000 students will start school. Superintendent Dunlap thanked Mr. Randy Winton, Assistant Superintendent-Business Services, and his staff for the many renovations and modernization projects going on all campuses. Additionally, the Business Services division has been busy closing the books for the fiscal year. Superintendent Dunlap thanked Mr. Roger Rice, Assistant Superintendent-Human Resources, and reported that at Oxnard High School tomorrow, four cohorts of teachers will start CLAD training. Along with Ms. Denise Barnett, Director of Human Resources, staffing is complete and school will open with all positions filled. Kudos to Ms. Martha Mutz, Assistant Superintendent-Educational Services, who facilitated an outstanding curriculum training session on Monday. Many principals called the superintendent to commend the training. Superintendent Dunlap also met with principals yesterday in preparation for the start of school. She invited Trustees to visit any of the campuses next Monday, August 28, 2006.

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Oxnard, California

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STUDENT
REPRESENTATIVE
TO THE BOARD OF
TRUSTEES

Miss Melissa Ramirez, Student Representative to the Board of Trustees, reported on the preparations for the start of school at Channel Islands High School, and will report on all schools' at the next meeting.

CONSENT
CALENDAR

Trustee Stocks moved that the Consent Calendar be adopted, as presented. Motion died for a lack of second. Trustee Jaquez expressed his concern regarding the lack of information provided to Trustees. He stated his concern was not with the employees, but with the process. On motion of Trustee Jaquez, seconded by Trustee Stocks and carried, Consent Calendar Item 10A was pulled for discussion, and the Consent Calendar was adopted as listed:

Certificated
Personnel

Consideration to Authorize Teaching Assignment by Board Authorization, Summer School 2006
That the following individuals, having completed at least 9 units of upper division or 18 semester units of coursework, be approved to teach in the designated subject, pursuant to Education Code §44263:

Burna Hartman, English – 18 semester units
Carie Hill, Mathematics – 18 semester units
Renee Thomas, Mathematics – 18 semester units

Employment

Lisa Salas, Dean of Student Accountability
Cheryl Burns, Dean of Student Accountability, effective 08/24/06

Employment of First Year Probationary Teachers, effective August 25, 2006

Aurelie Colin, Visually Impaired
Jesse Cox, Special Education
Eva D'Ambrosio, Science
Pablo Gallegos, Social Science
Patricia Russell, Performing Arts
Elizabeth Ward, Special Education
Nancy Williams, English
Richard Winterstein, English

Employment of Temporary Employees

Robert Gaffuri, 40 percent assignment, Social Science, effective 08/25/06 – 01/25/07
Peggy Helmstedter, Counselor, effective 08/17/06 – 10/13/06
Anne Higgins, English, effective 08/25/06 – 12/01/06
Thomas Lavallee, Special Education, effective 08/25/06
Elaine Liu-Grondin, School Psychologist, effective 08/25/06 – 01/25/07
Jennifer Maygren, Social Science, effective 08/25/06 – 01/25/07

Reclassification

Maricruz Hernandez, from Dean of Student Accountability to Assistant Principal,
Effective 08/21/06
Brett Taylor, from Dean of Student Accountability to Assistant Principal, effective 08/01/06

Request for Leave of Absence

Bryn Carey, English teacher, effective 10/27/06 – 12/11/06
Carol Drescher, Adult School teacher, effective 08/25/06 – 06/15/07
Alison Willis, Social Science teacher, effective 10/27/06 – 01/25/07

Oxnard Union High School District

Oxnard, California

Minutes of the August 23, 2006, special meeting of the Board of Trustees

Certificated
Personnel
Continued

Request to Rescind Part Time Service Leave, 2006-2007 School Year
Lori Rice Beyer, from 100 to 80 percent

Resignation

Gary Dusek, Social Science teacher, effective 06/15/07
Paul Galido, Science teacher, effective 08/14/06
Pam Morrison, Assistant Principal, effective 08/01/06

Return from Leave Without Pay/Sabbatical, 2006-2007 School Year

Elsa Allred, Foreign Language teacher
Danika Briggs, Social Science/Foreign Language teacher
Ron Briggs, Science teacher
John Erickson, English teacher
Joe Hiraishi, Science teacher
Maria Lobo, Foreign Language teacher
Kimberly Ma, Social Science teacher

Classified
Personnel

Employment

Val Blue, Paraeducator I, effective 08/28/06
Robert Garcia, Campus Supervisor, effective 08/28/06
Nancy Kirkpatrick, Clerical Assistant I, effective 08/25/06*
James LaDiana, Paraeducator IV, effective 08/25/06
Guillermo Lopez, High Risk Outreach Consultant, effective 08/24/06
Marisol Medina, Guidance Technician, effective 09/01/06*
Manuel Morales, Campus Supervisor, effective 08/25/06
Anthony Scott, Paraeducator I, effective 08/25/06
Pricilla Simmons, Paraeducator II, effective 08/28/06
Rose Workman, Paraeducator II, effective 08/25/06

Reclassification

Margaret Clark, from EDP Operator – Records to Director’s Secretary, effective 09/05/06
Perry Consuelo, from Nutrition Services Assistant I to Cafeteria Manager, effective 10/31/06
Benito DePro, from Custodian to Assistant Lead Custodian, effective 08/14/06
Koreen FitzGerald, from Clerical Assistant II to ASB Account Clerk, effective 08/25/06
Maria Herrera, from School Secretary to Director’s Secretary, effective 08/16/06
James Lopez, from Assistant Lead Custodian to Lead Custodian, effective 08/01/06
Linda Lopez, from Paraeducator I to Textbook/Media Assistant, effective 09/18/06
Ryan Martinez, from Campus Supervisor to Warehouseperson/Expediter, effective 08/29/06
Lily Otani, from Duplicating Machine Operator to Clerical Assistant III – Attendance, effective 08/25/06
Marie Tejada-Thompson, from Paraeducator I to Nutrition Services Assistant I, Effective 08/25/06
Julie Varde-Gonzalez, from Textbook/Media Assistant to Library/Textbook/Career Center Technician, effective 7/20/06

Resignation

Vernarda Pomarca, Nutrition Services Assistant I, effective 08/18/06
Armando Rodriguez, Campus Supervisor, effective 08/14/06
Manuel Solis, Campus Supervisor, effective 07/31/06

Oxnard Union High School District

Oxnard, California

Minutes of the August 23, 2006, special meeting of the Board of Trustees

Classified Personnel Continued	<p><u>Request for Leave of Absence Without Pay</u> Monique Martinez, Clerical Assistant I, effective 09/01/06 – 06/30/07 Lucia Nava, Duplicating Machine Operator, effective 08/25/06 – 02/23/07 Krestin Tidwell, Paraeducator I, effective 08/25/06 – 06/15/07</p> <p><u>Release of Probationary Employee</u> Resolution No. 06-08, effective 07/28/06</p> <p><i>*Contingent upon fingerprint clearance through the Department of Justice.</i></p>
Purchase Orders	That Purchase Orders totaling \$25,732,631.60 and Direct Pays totaling \$336,330.88 be approved, as presented.
Voluntary Consent to Expulsion	That Student No. 112749 be expelled from the Oxnard Union High School District for the remainder of summer session 2006 and the first semester of the 2006-07 school year, and that the student attend Pacific View Community Day School for the period of the 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. 115025 be expelled from the Oxnard Union High School District for the remainder of the 2005-06 school year and the fall semester of the 2006-07 school year, and that the student attend Pacific View Community Day 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. 117890 be expelled from the Oxnard Union High School District for the remainder of the 2005-06 school year and the fall semester of the 2006-07 school year, and that the student attend Pacific View Community Day 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.
Non-Public School Placement	That the non-public school placement, as of July 10, 2006, for Student No. 89903, Case Number Three, 06/07, be approved according to the recommendation of the student's I.E.P. team and the Director of Special Education.
Non-Public School Placement	That the non-public school placement, as of May 17, 2006, for Student No. 127490, Case Number Four, 06/07, be approved according to the recommendation of the student's I.E.P. team and the Director of Special Education.
Non-Public School Placement	That the non-public school placement, as of August 28, 2006, for Student No. 127605, Case Number Five, 06/07, be approved according to the recommendation of the student's I.E.P. team and the Director of Special Education.
Approval of Participation in AB 466, Mathematics And Reading Professional Development	That the participation in AB 466 Mathematics and Reading Professional Development be approved, as presented.

Oxnard Union High School District

Oxnard, California

Minutes of the August 23, 2006, special meeting of the Board of Trustees

Approval of Developer Fees Revenue and Expenditures, 2005-06	That the 2005-2006 school year expenditures and revenue received for the construction projects borne from Capital Facilities (Developer Fees – Fund 250) be approved, as presented.
Approval of Contract to Western Contracting Corp., Rio Mesa High School Shower Room Revisions	That the contract for the revisions to the shower room at Rio Mesa High School to Western Contracting Corp., 2044 Jennifer Place, Camarillo, California, in the amount of \$97,900.00 be approved, as presented. This Project will be funded with Routine Maintenance funds. Further, that in order to expedite the work and make minor modifications as may be necessary, district administration is authorized to approve change orders in an amount not to exceed ten percent (10%) per change order of the contract amount.
Agreement with Herff-Jones for Oxnard High School Yearbook	That Oxnard High School enter into an agreement with Herff-Jones for the production of its 2007 yearbook.
Agreement with ILSO Design for CD-ROM Yearbook Supplement	That Oxnard High School enter into an agreement with ILSO Design for the production of its 2007 interactive CD-ROM yearbook supplement.
Renewal of Agreement for Legal Services, Law Offices of Thomas Griffin	That the agreement with the Law Offices of Thomas Griffin be renewed, as presented.
Agreement for Legal Services, Fagen, Friedman & Fulfro	That the agreement for legal services with Fagen Friedman & Fulfro, LLP, be approved, as presented.
Purchase Agreement with Vital Services	That the purchase agreement with Vital Services be approved, as presented.
Approval of Match Funding Agreement with Oxnard High	That the district enter into a 50-50 match funding agreement with Oxnard High School for the replacement of the school's inoperable football stadium sound system, as presented.
Notice of Completions	That the Notice of Completions be approved, as listed: <ul style="list-style-type: none">➤ Kiwitt's General Building for the Installation of a New Bus Barn/District Office➤ L.A. Builders, Inc. for General Construction at Rio Mesa High School➤ Blois Construction, Inc. for the Installation of a New Water Line at Adolfo Camarillo High School➤ ABCO Painting, Inc. for Painting of the Exteriors of the Main and Small Gyms At Oxnard High School➤ Rey Crest Roofing & Waterproofing Co. for the Installation of Tremco Roofing System at Channel Islands High School➤ Economos Painting for the Exterior Painting of Frontier High School
Adoption of Resolutions No. 06-32, 06-33, and 06-34; Oxnard HERO Project	That Resolutions No. 06-32, 06-33, and 06-34 agreeing to the subordination of Statutory Pass-Through Payments due to the District from the Oxnard Community Development Commission be adopted, as presented.

Oxnard Union High School District

Oxnard, California

Minutes of the August 23, 2006, special meeting of the Board of Trustees

Approval of Loan Agreement with the Oxnard Community Development Commission	That the Loan Agreement between the Oxnard Community Development Commission and the Oxnard Union High School District be approved, as presented.
Donations	That the Donations Report for the reporting period July 20, 2006, through August 16, 2006, be accepted, as presented.
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.
ADOPTION OF RESOLUTION No. 06-30, <i>Hispanic Heritage Month</i>	On motion of Trustee Stocks, seconded by Trustee Jaquez and carried, Resolution No. 06-30, proclaiming September 15 – October 15, 2006 as <i>Hispanic Heritage Month</i> , was adopted.
APPROVAL OF JOB DESCRIPTION: <i>Compensatory Education Parent Liaison</i>	On motion of Trustee Stocks, seconded by Trustee Jaquez and carried, the proposed job description: <i>Compensatory Education Parent Liaison</i> was approved, as presented.
APPROVAL OF SALARY PLACEMENT: <i>Senior Accountant</i>	On motion of Trustee Stocks, seconded by Trustee Jaquez and carried, the proposed salary placement for the position of Senior Accountant was approved, as presented.
ADOPTION OF RESOLUTION No. 06-31; <i>Reduction In Classified Service</i>	On motion of Trustee Jaquez, seconded by Trustee Stocks and carried, Resolution No. 06-31, ordering a reduction in the Classified Service due to Lack of Funds and Lack of Work, was adopted, as presented.
APPROVAL OF CHANGE ORDER: <i>Century Contractors</i>	On motion of Trustee Jaquez, seconded by Trustee Stocks and carried, Change Order No. 1 to Century Contractors, Corp. for additional construction at Hueneme High School was approved, as presented.
APPROVAL OF AB 825 BLOCK GRANT TRANSFER	On motion of Trustee Jaquez, seconded by Trustee Stocks and carried, AB 825 Block Grant Transfer was approved, as presented.
BOARD MEMBERS' REPORTS AND COMMUNICATION	<p>President López Hanson shared that she, Superintendent Dunlap, and Assistant Superintendent Mutz attended the graduation program for the Migrant Education program at California State University, Channel Islands. She stated it was a very nice ceremony. She later asked how the students enjoyed their laptop computers. Superintendent Dunlap explained that the students did not get the laptops. Ms. Lupe Reyes-Castillo will meet with Superintendent Dunlap in a couple of weeks to get the laptops; however all students in the program had access to computers at home or in the university library.</p> <p>President López Hanson reported that she has been part of a committee working on the program for Adolfo Camarillo High School's <i>History Month</i> and <i>50th Anniversary</i>. She said she looks forward to the district's participation in many of the events being planned.</p>

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Oxnard, California

Minutes of the August 23, 2006, special meeting of the Board of Trustees

ITEMS FOR FUTURE CONSIDERATION	<ul style="list-style-type: none">A. Consideration of Approval of Additional Graduates, Class of 2006 – September 13, 2006B. Consideration of Approval of Summer School Graduates – September 13, 2006C. Special Report: Update of Negotiations with Bargaining Units – September 13, 2006D. Consideration of Parent Representative to Community Advisory Migrant Committee – September 13, 2006E. Consideration of Sufficiency of Instructional Materials, Public Hearing and Resolution – September 13, 2006F. Annual Report: Testing – September 13, 2006G. Annual Report: Special Education – September 13, 2006H. Consideration of Approval of Unaudited Actuals – September 13, 2006
FUTURE MEETINGS	<p>Wednesday, September 13, 2006 – 5:30 p.m., in the District Office Board Room – Regularly scheduled meeting</p> <p>Wednesday, October 18, 2006 – 5:30 p.m., in the District Office Board Room – Regularly scheduled meeting</p> <p>Wednesday, November 15, 2006 – 5:30 p.m., in the District Office Board Room – Regularly scheduled meeting</p>
SPECIAL ANNOUNCEMENT	President López Hanson announced the reason for the cancellation of the August 23, 2006 regularly scheduled meeting due to a lack of quorum. On behalf of Trustees and staff, President López Hanson extended best wishes to Trustee Bob Valles and wished him a speedy recovery.
CLOSED SESSION	President López Hanson called for public comment prior to announcing that the Board was going into closed session to continue discussion of confidential material relating to: <ul style="list-style-type: none">Student Personnel: [Education Code §35146, 48912, 48919]Conference with Agency Labor Negotiator [Government Code §54957.6] Employee Organization: Oxnard Federation of Teachers – Classified Unit (Adult Ed)Conference with Real Property Negotiator [Government Code §54956.8]<ul style="list-style-type: none">➤ North Side of Central Avenue East of Strickland and West of Rio Mesa High School (Ventura County Assessor's Parcel No. 147-0-060-225)➤ District Office Update Negotiator: Mr. Randy Winton, Assistant Superintendent-Business Services
RECONVENE IN PUBLIC: REPORT OF CLOSED SESSION ACTION	The Board reconvened in open session at 8:10 p.m. It was moved by Trustee Jaquez, seconded by Trustee Stocks and carried that Consent Calendar Item 10A be approved, as presented.

Oxnard Union High School District
Oxnard, California

Minutes of the August 23, 2006, special meeting of the Board of Trustees

ADJOURNMENT There being no further items of business, President López Hanson adjourned the meeting at 8:12 p.m.

BOARD OF TRUSTEES

Irene Pinkard, Ed.D., Clerk

Jody Dunlap, Ed.D., Secretary

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