

Oxnard Union High School District

Oxnard, California

Minutes of the September 13, 2006, special meeting of the Board of Trustees

CALL TO ORDER

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 5:30 p.m., September 13, 2006, in the District Office Board Room.

Trustees present: Socorro López Hanson, Irene Pinkard, Steve W. Stocks, and Bob Valles.

Trustees absent: Dick Jaquez.

Student Representative: Melissa Ramirez.

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.

Guests present: Tod Deardorff, Officer Edwin Tuazon and Officer Trina Benavides, Ventura County Sheriff's Department, Captain Barry Parker, Ventura County Fire Department, Rene Herrera, Edgar Herrera, Mr. and Mrs. Hererra, Heather Kurpiewski, Puneet Sharma, Greg Coulson, and other interested persons.

PLEDGE OF ALLEGIANCE

Trustee Bob Valles led the Pledge of Allegiance.

ADOPTION OF AGENDA

On motion of Trustee Valles, seconded by Trustee Pinkard and carried, the agenda was adopted, as presented. *Items were then considered in the order in which they appear in these minutes.*

APPROVAL OF MINUTES

On motion of Trustee Valles, seconded by Trustee Pinkard and carried, the minutes of the special meeting of August 9, 2006, were approved, as presented.

On motion of Trustee Stocks, seconded by Trustee López Hanson and carried, the minutes of the special meeting of August 23, 2006, were approved, as presented.

CLOSED SESSION

President López Hanson 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 §54957.6]

Employee Organization: Oxnard Federation of Teachers (OFT)

Certificated Unit

Employee Organization: California School Employees Association (CSEA)

Campus Supervisor Unit

Conference with Real Property Negotiator [Government Code §54956.8]

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 6:45 p.m. President López Hanson announced that no action had been taken in closed session.

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- PUBLIC HEARING:** This being the time and date noticed, President López Hanson announced the public hearing on the sufficiency of instructional materials, in accordance with Education Code §60119, open. Trustee Stocks asked how much money the district has spent in meeting this requirement. Ms. Martha Mutz, Assistant Superintendent-Educational Services, reported that over one million dollars has been spent on textbooks and instructional materials. Hearing no further comments, the hearing was closed.
- Sufficiency of Instructional Materials in Accordance with Education Code §60119**
- AUDIENCE TO ADDRESS BOARD OF TRUSTEES** There were no audience communications or reports.
- BOARD RECOGNITION:** Ms. Martha Mutz, Assistant Superintendent-Educational Services, introduced brothers Rene and Edgar Herrera, and asked them to describe what happened on the day they saved the lives of two people following an airplane crash in Somis. On behalf of Trustees, President López Hanson presented the boys with certificates for outstanding and heroic action, and recognized their parents. Rio Mesa High School Assistant Principal Greg Coulson said the school is extremely proud of these two students, and thanked the Board for recognizing them. Present also were Officers Edwin Tuazon and Trina Benavides, Ventura County Sheriff's Department, and Captain Barry Parker, Ventura County Fire Department. Captain Parker stated that what happened that day was very traumatic and serious. Other people died in the airplane crash, but Rene and Edgar were able to save two people and, later, the family's dog. The entire community is extremely proud of these two boys, who have grown to men in their heroic actions. Captain Parker presented Rene and Edgar with a Citizen's Award from the Ventura County Fire Department.
- Rene and Edgar Herrera, Community Heroes*
- UNAUDITED ACTUALS 2005-06** Ms. Heather Kurpiewski, Chief Accountant, provided a PowerPoint presentation on the 2005-06 Unaudited Actuals. She reviewed the unrestricted general fund revenues, expenditures and deficit. Trustees discussed the 3% reserve, the unobligated reserve, salaries, and the increasing costs of Special Education. President López Hanson thanked Ms. Kurpiewski and her staff, and expressed her appreciation for the hard work they do in presenting this information to the Board. Trustee Pinkard commended the Nutritional Food Services Department and Cafeteria Managers for continuing to do an excellent job operating in a surplus.
- RECEIPT OF INITIAL CONTRACT PROPOSAL, CSEA** Mr. Roger Rice, Assistant Superintendent-Human Resources, reported that the district is in receipt of the initial contract proposal from the California School Employees Association – Campus Supervisors Unit. This document is available for public display in the Superintendent's office.
- RECEIPT OF INITIAL CONTRACT PROPOSAL, OFT-CERTIFICATED UNIT** Mr. Roger Rice, Assistant Superintendent-Human Resources, reported that the district is in receipt of the initial contract proposal from the Oxnard Federation of Teachers – Certificated Unit. This document is available for public display in the Superintendent's office.
- PROPOSED JOB DESCRIPTION: WEBMASTER** Mr. Puneet Sharma, Director of Information Technology, reported to Trustees that the job description, *Webmaster*, is proposed to make the district's website more accessible, in addition to adding links to higher education. The *Webmaster* will develop better websites at each of the district's schools, and will also be engaged in making brochures and CD ROMS for community interaction. Email communication will be upgraded, particularly between schools, staff, and parents. Mr. Sharma explained the position we now have, and the system he hopes to have with one person in charge. This proposal will move forward for action.

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GENERAL DISTRICT UPDATE

Superintendent Dunlap extended congratulations to district employee Maureen Ferro, Senior Accounts Clerk, as the district's *Classified Employee of the Year*. Kudos to Hueneme High School senior Tristan Alumbaugh for being honored as the ABC *Cool Kid*. Tristan will receive a \$1,000 scholarship. Congratulations also to former Oxnard High School graduate Jacqueline Fontaine, currently Miss California, and competing now for the Miss America pageant. Superintendent Dunlap reported that fall sports have begun at all schools. Thursday evening, September 14, Hueneme High School will host the first Back-to-School Night beginning at 6:00 p.m. On Wednesday, September 20, Mr. Steven Gama, Director of Risk Management and Safety, and his staff will host the district's Open Enrollment and Health Fair at Pacifica High School. Last Saturday, Dr. Dunlap attended a fundraising activity at Oxnard High School at the invitation of Mr. Fundi Legohn and the Music Boosters. While there, she had an opportunity to meet with David Kuaea, President of the Warrior Football Program, and watched some of the youth football games. Lastly, testing will begin October 3-4th, with the administration of the first CAHSEE to seniors, October 14th, first Scholastic Aptitude Test, October 18, first PSAT administration, and October 18, first ACT college test.

STUDENT REPRESENTATIVE TO THE BOARD OF TRUSTEES

Miss Melissa Ramirez, Student Representative to the Board of Trustees, reported that it has been a very busy three weeks. Schools are busy with football, freshman elections and Homecoming plans. The first Oxnard District Council meeting will be held September 18, and she will bring that report to the next meeting.

CONSENT CALENDAR

On motion of Trustee Pinkard, seconded by Trustee Valles and carried, the Consent Calendar Items were approved, as listed:

Certificated Personnel

Ratification of Employment of First Year Probationary Teachers

Elzbieta Dabrowska, Foreign Language teacher, effective 08/25/06

Valerie Ochoa, English teacher, effective 08/25/06

Robert Vannix, Industrial Arts teacher*

Employment of Temporary Teacher

Stewart Forrest, Temporary Science/English teacher, 80 percent assignment, effective
09/13/06 – 01/25/07

Declination of Employment

Deborah Funk, Special Education teacher

Request to Rescind Part Time Service Leave, 2006-2007 School Year

LaDonna Ramos, Science teacher, from 100 to 80 percent

Retirement

Alice Piani-Smith, Consumer and Family Science, effective 06/15/07

Resignation

Barbara Chavez-Rock, Mathematics teacher, effective 06/16/06

Kathy Phongpitag, Foreign Language teacher, effective 08/18/06

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Classified
Personnel

Employment

Felna Cervantes, Clerical Assistant I, effective 09/21/06*
Monica Chhun, Nutrition Services Assistant I, effective 09/13/06
Upu Leaupepe, Health Office Clerk, effective 09/18/06*
Rosetta Meade, Paraeducator II, effective 09/14/06*
Brandy Tepezano, Paraeducator II, effective 09/14/06
April Terans, EDP Operator – Records, effective 09/18/06*

Ratification of Employment

Ann Burkhardt, School Secretary, effective 09/01/06
Maria Contreras, Paraeducator II, effective 09/15/06
Teresa Licup, Nutrition Services Assistant I, effective 08/31/06
Don Mays, Campus Supervisor, effective 09/05/06
Ma. Corazon Mirandea, Nutrition Services Assistant I, effective 08/25/06
Veronica Montelongo, Nutrition Services Assistant I, effective 09/05/06
Jeanet Ramirez, Nutrition Services Assistant I, effective 09/06/06
Ronnie Reyes, Nutrition Services Assistant I, effective 08/29/06
Carol Shockley, Clerical Assistant II, effective 09/01/06
Yaeko Uchida, Nutrition Services Assistant I, effective 08/30/06

**Contingent upon fingerprint clearance through the Department of Justice.*

Reclassification

Erika Huerta, from Driver to Bus Driver/Grounds Maintenance Worker, effective 09/01/06
Mitzi Morgan, from Campus Supervisor to Paraeducator I, effective 09/05/06

Resignation

Teresa D'Amico, Senior Payroll Technician, effective 08/30/06
Concepcion Figueroa, Nutrition Services Assistant I, effective 08/25/06
Josephine Grefalda, Nutrition Services Assistant I, effective 08/29/06
Diana M. Guerra, Paraeducator I, effective 08/25/06
Susan Inglis, Nutrition Services Assistant I, effective 04/30/06
Joel Salazar, Campus Supervisor, effective 08/28/06
Lily Salinas, Paraeducator I, effective 12/30/06
Julia Ybarra, Health Office Clerk, effective 08/25/06

Probationary Release

Resolution No. 06-40, effective 08/31/06

Declination of Employment

Rosemary Workman, Paraeducator II

Retirement

Fujiye Endo, Nutrition Services Assistant II, effective 11/03/06
Socorro Zepeda, Paraeducator I, effective 08/30/06

Purchase Orders

That Purchase Orders totaling \$1,840,539.41, and Direct Pays totaling \$262,343.08 be approved, as presented.

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Voluntary Consent to Expulsion	That Student No.107144 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.
Approval of Non-public School Placement	That the non-public school placement, as of September 11, 2006, for Student No. 127655, Case Number Six, 06/07, be approved according to the recommendation of the student's I.E.P. team and the Director of Special Education.
Approval of Non-public School Placement	That the non-public residential placement, as of August 21, 2006, for Student No. 122544, Case Number Seven, 06/07, be approved according to the recommendation of the student's I.E.P. team and the Director of Special Education.
Approval of Non-public School Placement	That the non-public school placement, as of August 28, 2006, for Student No. 127825, Case Number Eight, 06/07, according to the recommendation of the student's I.E.P. team and the Director of Special Education.
Approval of Non-public School Placement	That the non-public school residential placement, as of July 10, 2006, for Case Number Nine, 06/07, Student No. 117011, be approved according to the recommendation of the student's I.E.P. team and the Director of Special Education.
Approval of Non-public School Placement	That the non-public school placement, as of August 21, 2006, for Student No. 127675, Case Number Ten, 06/07, be approved according to the recommendation of the student's I.E.P. team and the Director of Special Education.
Approval of Non-public School Placement	That the non-public school placement, as of August 21, 2006, for Student No. 127811, Case Number Eleven, 06/07, be approved according to the recommendation of the student's I.E.P. team and the Director of Special Education.
Approval of Non-public School Placement	That the non-public school placement, as of July 31, 2006, for Student No. 127975, Case Number Twelve, 06/07, be approved according to the recommendation of the student's I.E.P. team and the Director of Special Education.
Approval of Non-public School Placement	That the non-public school placement, as of August 28, 2006, for Student No. 1277060, Case Number Thirteen, 06/07, be approved according to the recommendation of the student's I.E.P. team and the Director of Special Education.
Approval of Non-public School Placement	That the non-public school placement, as of July 3, 2006, for Student No. 127657, Case Number Fourteen, 06/07, be approved according to the recommendation of the student's I.E.P. team and the Director of Special Education.
Summer School Graduates, 2006	That the 2006 Summer School Graduates be approved, as presented.
Revision to Job Description, <i>Systems Analyst</i>	That the proposed revision to classified job description, <i>Systems Analyst</i> , be approved, as presented.
Adoption of Resolution No. 06-36, <i>Board Member Compensation</i>	That Resolution No. 06-36: <i>Board Member Compensation</i> , for the illness absence of Trustee Bob Valles, August 23, 2006, be adopted, as presented.

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Approval of Notice of Completions	<p>That the Notice of Completions be approved, as listed:</p> <ul style="list-style-type: none">➤ Burns & Thomas Landscape, Inc. for Hillside Landscape Work at Adolfo Camarillo High School➤ RSC Construction, Inc. for the Resurfacing of the Parking Lots at Adolfo Camarillo High School➤ Pro West Landscaping, Inc. for Landscaping and Renovation of Football Fields Districtwide➤ Fence Factory for the Fencing Project at Channel Islands High School➤ Landmark Grading & Paving Inc. dba Quality Paving for Asphalt Work at Rio Mesa High School➤ Channel Islands Roofing, Inc. for the Roofing Project at Rio Mesa High School➤ Johnson Flooring, Inc. for the Gym Floor Resurfacing at Adolfo Camarillo, Channel Islands, Hueneme, Oxnard, Pacifica, and Rio Mesa High Schools➤ R. Chartrand Construction for the Asphalt Work at Frontier High School➤ Tommy's Landscape, Inc. for Quad Renovation at Adolfo Camarillo High School➤ Hughes General Engineering for the Quad Remodel at Channel Islands High School➤ Century Contractors Corp. for the Quad Remodel at Hueneme High School➤ R. Chartrand Construction for the Sidewalk Construction at Rio Mesa High School
Approval of 50-50 Match Funding, Rio Mesa High School	<p>That the district enter into a 50-50 match funding agreement with Rio Mesa High School for the replacement of the school's outdated and problematic gymnasium and football stadium public address systems, as presented.</p>
Increase in Contract Award to Century Contractors Corp.	<p>That the contract award amount to Century Contractors Corporation, 1694 Eastman Avenue, Ventura, CA 93003, be increased by \$124,000.00 to meet the contract price for the Quad Remodel Project at Hueneme High School.</p>
Adoption of Resolution No. 06-37, "Gann" Limit	<p>That the recalculation of actuals 2005-2006 of the computation of appropriations limit and appropriations subject to the Gann limit be approved, Resolution No. 06-37, and that staff submit this to the California State Department of Education.</p>
Donations	<p>That the Donations Report for the reporting period August 24, 2006, through September 13, 2006, 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 ACHS Trip Request, Basketball Team	<p>That the Adolfo Camarillo High School Trip Request for 16 students and 4 chaperones to attend Basketball Tournament in Las Vegas, Nevada, December 26-30, 2006, be approved, as presented.</p>
Approval of ACHS Trip Request, Wrestling Team	<p>That the Adolfo Camarillo High School Trip Request for 14 students and 3 chaperones to attend the Southwest Regional Wrestling Tournament in Las Vegas, Nevada, December 15-17, 2006, be approved, as presented.</p>

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ADOPTION OF BOARD/DISTRICT EDUCATIONAL PRIORITIES 2006-07

Trustee Pinkard said she was glad to see the priority to develop and implement programs and strategies that promote effective parent, business, community, and college participation in schools including parents as partners in the educational process.

President López Hanson referred to Priority No. 15 to look at school design options to house the student population of the district. She stated that a Board member from another school district reported that the OUHSD had decided not to continue to build two new schools. She stated that the Board has delayed construction in Camarillo because of the unification efforts that have been stalled to date. If not for the unification efforts, the OUHSD would have been opening the doors to a new school in Camarillo. Mr. Randy Winton pointed out that the district has purchased the land for a new school in Camarillo and that construction would be going on right now for a new school that could have opened in 2008-09. He reported also that the district has not begun a new school in the Oxnard area because the district is in the process of identifying a site. Trustee Valles reported that he, too, had received a telephone call from one of the Pleasant Valley School District Board members asking about the future of a new high school in Camarillo. All Board members agreed that action has never been taken against building a new school in Camarillo.

On motion of Pinkard, seconded by Trustee Valles and carried, the Board/District Educational Priorities, 2006-07, were adopted, as presented.

ADOPTION OF RESOLUTION No. 06-38, SUFFICIENCY OF INSTRUCTIONAL MATERIALS

On motion of Trustee Valles, seconded by Trustee Stocks and carried, Resolution No. 06-38 regarding the Sufficiency of Instructional Materials in Accordance with Education Code §60119 was adopted, as presented.

ADOPTION OF RESOLUTION No. 06-39, CONSTITUTION DAY

On motion of Trustee Pinkard, seconded by Trustee Stocks and carried, Resolution No. 06-39 recognizing September 17, 2006, as *Constitution Day* was adopted, as presented.

APPROVAL OF UNAUDITED ACTUALS, 2005-06

On motion of Trustee Valles, seconded by Trustee Stocks and carried, the 2005-2006 Unaudited Actual Financial Report was approved, as presented, and the Superintendent or designee authorized to sign the 2005-2006 District Certification of Unaudited Financial Report.

RATIFICATION OF CHANGE ORDERS

On motion of Trustee Valles, seconded by Trustee Stocks and carried, the following Change Orders were ratified, as presented:

- No. 1 to Burns & Thomas Landscaping, Inc. for Hillside Landscape Work at Adolfo Camarillo High School
- No. 1 to Channel Islands Roofing, Inc. for Installation of Tremco Roofing System at Adolfo Camarillo High School
- No. 1 to SBS Corporation for Additional Construction at Adolfo Camarillo High School
- No. 2 to Burns & Thomas Landscaping, Inc. for Hillside Landscape Work at Adolfo Camarillo High School
- No. 2 to Channel Islands Roofing, Inc. for Installation of Tremco Roofing System at Rio Mesa High School
- No. 4 to RSC Construction, Inc. for Replacement & Resurfacing of Parking Lots at Adolfo Camarillo High School
- No. 9 to L.A. Builders for Settlement Agreement, Rio Mesa High School

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BOARD MEMBERS' REPORTS AND COMMUNICATION

Trustee Pinkard asked about the transfer of health benefits for district employees to Kaiser Permanente Insurance. Mr. Roger Rice, Assistant Superintendent-Human Resources, explained the buyout of the Buena Ventura Medical Group by Kaiser Permanente. The district is currently in the process of getting information out to those employees who will be affected by the buyout to assist in making an informed decision between Kaiser Permanente and Blue Cross Insurance carriers. Any change in health carriers must be made by October 1, 2006.

Trustee Pinkard opined that athletics does a lot for building connectivity on campuses. She expressed her concern with the number of students who go out for athletics at some schools and not at others. She suggested that the athletic programs need to be reviewed in the athletic departments and, if the district needs to give some schools help, then it needs to be done. She stated she would hate to see some students not able to participate in athletics due to a poor following of some athletic programs. Superintendent Dunlap said this topic came up with Athletic Directors, and she has already had preliminary conversations with Principals. Some schools have large football programs, some have large basketball programs, and others have large volleyball programs. Superintendent Dunlap will look at increasing student participation in all programs. Trustee Stocks asked for the definition of "help," and stated that some schools have coaches that are connected to the community. He wants to see all programs funded the same way. Trustee Pinkard said she is not necessarily talking about money, but about personnel.

Trustee Valles asked if the school bands are required to play at home football games? Superintendent Dunlap said it was her understanding that the bands want to play because it gives them experience for their competitions. Trustee Valles reported that at the last two football games at Hueneme High School, there was no band. Superintendent Dunlap will follow-up with Principal Saunders.

Trustee Valles asked Melissa Ramirez, Student Representative to the Board, what was happening on campuses regarding Hispanic Heritage month? Melissa stated she was unaware of any programs, but would look into it for Trustees. Trustee Valles pointed out that the district has about 65% Hispanic students, and by Board Resolution No. 06-30, September 15 – October 15, 2006, has been designated Hispanic Heritage Month. Ms. Martha Mutz, Assistant Superintendent-Educational Services, reported that principals have been asked to let her know of any planned activities.

Additionally, Trustee Valles asked about the Mariachi music program. Superintendent Dunlap reported that Mr. Mike Doty, Hueneme High School Band Instructor, decided it was time for somebody else to take over the program. Mr. Bruce Edmiston, Music Director at Oxnard High School, will now direct the program. Trustee Valles asked for a breakdown of the district's musical programs, and stated that it is very impressive to see the connection between students and music.

President López Hanson reported that the City of Camarillo has declared October as *History Month*. In celebration of Adolfo Camarillo High School's 50th anniversary, the Oxnard Union High School District will host a barbeque at Adolfo Camarillo High School on October 11. Special guests Carmelita FitzGerald Nicholson and Geraldine FitzGerald, granddaughters of Adolfo Camarillo and original staff at the high school, will be in attendance. Invitations will soon go out to Board and community members.

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| ITEMS FOR
FUTURE
CONSIDERATION | A. Consideration of Approval of Additional Graduates, Class of 2006 – October 18, 2006
B. Annual Report: Testing – October 18, 2006
C. Consideration of Approval of Williams Settlement Quarterly Report – October 18, 2006
D. Special Report: Collective Bargaining Proposal/Updates – October 18, 2006
E. Special Report: Civic Center Act – October 18, 2006
F. Annual Report: Special Education – November 15, 2006 |
| FUTURE
MEETINGS | Wednesday, October 18, 2006 – 5:30 p.m., in the District Office Board Room –
Regularly scheduled meeting

Wednesday, November 15, 2006 – 5:30 p.m., in the District Office Board Room –
Regularly scheduled meeting

Wednesday, December 13, 2006 – 5:30 p.m., in the District Office Board Room –
Regularly scheduled meeting |
| ADJOURNMENT | There being no further items of business, it was moved by Trustee Pinkard, seconded by Trustee Valles and carried, that the meeting be adjourned at 8:00 p.m. |

BOARD OF TRUSTEES

Irene Pinkard, Ed.D., Clerk

Jody Dunlap, Ed.D., Secretary

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