

# Oxnard Union High School District

## Oxnard, California

### REGULAR BOARD MEETING February 9, 2022

#### 1. CALL TO ORDER

The Regular Board Meeting of the Board of Trustees of the Oxnard Union High School District was called to order by President Hall on February 9, 2022 at 5:00 p.m., District Office Board Room, 1800 Solar Drive, Oxnard, California.

#### Trustees present:

Steve Hall, Ed.D., President  
Elizabeth M. Botello, Vice President  
Karen M. Sher, M.Ed., Clerk  
Wayne Edmonds, Member  
Beatriz R. Herrera, Member

#### Administration present:

Tom McCoy, Ed.D., Superintendent  
Deborah Salgado, Ed.D., Assistant Superintendent-Human Resources  
Roger Adams, Assistant Superintendent Educational Services  
Ted Lawrence, Assistant Superintendent Business Services  
  
Grace Tuazon, Administrative Assistant

#### Student Representative:

Zoe Gonzalez

#### Translator:

Ana Rangel, David Gala

#### Guests present:

Gabriel Valdez, Andrew Carrillo, Kate Pussehl, Melissa LaRochelle, Merv VanAuker, Ian McFadyen, Jeff Shettler, Jay Hitchner, Mari Estrada-Gonzalez, Monica Robles, Jessica Torres, Cody Zoesch, Jackie Cervantes, Yolanda Torres, Rosia Torres, Sha Chen, Linda MacDonald, Ricardo Amador, Ron Briggs, Ricardo Madrigal, Michelle Honles, Robert Kadin, Tim Allison, Sandra Galvan, David Soldani and Brian Ruff.

#### 2. PLEDGE OF ALLEGIANCE

President Hall asked Ted Lawrence to lead the Pledge of Allegiance to the flag.

#### 3. ADOPTION OF AGENDA

Motion: Moved by Trustee Herrera to adopt the agenda of February 9, 2022, pulling items 12. W: Revision of Board Policy 6146.1, 13. I: Approval Settlement Agreement – Employee 4800 and movement of item 12. S: Job Description Revision: *Director of Facilities, Maintenance and Operations* to Action. Seconded by Trustee Botello and carried unanimously with a vote of 5:0.

#### 4. APPROVAL OF MINUTES

Motion: Moved by Trustee Botello to approve the minutes of January 19, 2022 and January 22, 2022, as presented. Seconded by Trustee Herrera and carried unanimously with a vote of 5:0.

#### 5. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

No comments received.

#### 6. CLOSED SESSION

President Hall announced that the Board was going into Closed Session at 5:03 p.m. to discuss confidential material relating to the following items noted below.

- A. Public Employee: Discipline/Dismissal/Release/Resignation/Appointment/ Reassignment /Employment - Government Code Section 54957(b)(1)
- B. Conference with Labor Negotiator(s) Government Code Section 54957.6 – Agency Negotiator: Dr. Deborah Salgado, Assistant Superintendent – Human Resources  
Employee Organization: Oxnard Federation of Teachers and School Employees (OFTSE) – Classified, Certificated and ParaEducator Bargaining Units
- C. Student Personnel: [Education Code §35146, 48912, 48919]
- D. Consideration of Confidential Student Issues Other Than Expulsion and Suspension, Pursuant to Education Code §35146
- E. Conference with Legal Counsel - Anticipated Litigation, Pursuant to Government Code § 54956.9 (d)

- F.** a. Number of cases: Three
- G.** Superintendent's Evaluation
- 7. RECONVENE IN PUBLIC: REPORT ON CLOSED SESSION ACTION** Conference with Real Property Negotiator (Govt. Code § 54956.8) PROPERTY: Multiple District-owned parcels, including: (1) District Office Campus 309 and 315 South K Street, Oxnard, CA, APNs 202-0-010-630 & -740; (2) 1101 W. 2<sup>nd</sup> St., Oxnard, APN 202-0-233-355; (3) 280 and 300 Skyway Drive, Camarillo, CA, APN 230-0-130-105; AGENCY NEGOTIATOR: Dr. Tom McCoy, Superintendent and Dr. Joel Kirschenstein, Consultant Sage Realty Group Inc. NEGOTIATING PARTIES: To be determined UNDER NEGOTIATION: Price and terms of payment
- The Board reconvened at 7:24 p.m. President Hall reported out that no action was taken during Closed Session. President Hall reported that Trustees would return to Closed Session after Open Session is adjourned.
- 8. RECOGNITION**  
Outstanding Students – Frontier High School
- Oscar Hernandez  
Oscar, FHS senior, is a kind and responsible student who has prevailed over some of life's difficulties with grace and determination. He has consistently demonstrated traits of an ideal student; embodying what it means to have perseverance, responsibility, integrity and dignity. These traits will empower him to enrich the lives of others he encounters.
- Jessica Torres  
Jessica, FHS senior, was eager to attend FHS and has managed to establish friendships and connections by reaching out to all people on campus by making braille cards for everyone. This revealed the dedication on her part to share her access and accomplishments as a student with visual impairments. She has continued to make a positive impact on campus and has inspired sight students, diverse populations, teachers and staff with her ability to acclimate to an alternative high school setting. Jessica has truly demonstrated her strengths to all at FHS and they're honored to have her stand beside them.
- 9. PUBLIC COMMENTS TO ADDRESS THE BOARD OF TRUSTEES**
- A number of OUHSD teachers addressed Trustees urging them to reject the revisions to the Principal job description, return to work MOU, and Special Education staffing.
- 10. SUPERINTENDENT'S REPORT**
- Dr. McCoy's highlights:
- 2021 - 2022 School Year COVID Information
  - 2021 - 2022 School Year COVID on site Testing Information
  - Public Employee Relations Board (PERB) Decision
  - The Community Thanks its Educators
  - Trustee Area Elections – Timeline
  - High School Attendance Boundary Change Process
  - Public Comment in Board Meetings
- 11. STUDENT REPRESENTATIVE REPORT TO THE BOARD – Zoe Gonzalez**
- Zoe Gonzalez provided her report for the time period since the last board meeting on January 19, 2022.
- Trustee Gonzalez affirmed that her Instagram and Twitter social media pages are active and the handle for both is: ouhstdstudentrep. OUHSD and all site principals have been added.
  - Trustee Gonzalez plans to send out a districtwide survey before the Town Hall meeting to acquire students' questions and/or concerns and will report results at the Board meeting following.
  - Trustee Gonzalez will meet with ASB Presidents at the next ODC meeting and inquire what support is needed, if any at this time, from the Board of Trustees.
  - Trustee Gonzalez will create a COVID-19 follow-up survey for students. She has created an infographic to share with students but is still in need of the N-95 mask information before she can publicize it.
- 12. CONSENT CALENDAR**
- Motion: Trustee Herrera moved to approve the Consent Calendar, moving 12. S. to action and pulling 12. W. Seconded by Trustee Sher and carried unanimously with a vote of 5:0.

- A. Consideration of Approval of Purchase Orders and Direct Pays, January 8-28, 2022  
Purchase orders totaling \$3,777,518.66 and Direct Pays totaling \$15,919 be approved, as presented.
- B. Consideration of Approval of Affiliation Agreement Between OUHSD Nutrition Services Department and Pepperdine University  
It is the recommendation of District Administration that the Board of Trustees approve the Affiliation Agreement between OUHSD Nutrition Services Department and Pepperdine University, as presented.
- C. Consideration of Approval of Contract Adjustment to Tetra Tech, Inc. for Traffic Signal Plans for DSHS Off-Site Improvements - Measure A  
It is the recommendation of District Administration that the Board of Trustees approve the contract adjustment to Tetra Tech, Inc. for the traffic signal plans for DSHS off-site improvements, as presented.
- D. Consideration of Approval of Contract to Ardalan Construction Company, Inc. for Unforeseen Conditions and Change in Scope at RMHS - Measure A  
It is the recommendation of District Administration that the Board of Trustees approve a contract for the value as noted to Ardalan Construction Company, Inc., as presented.
- E. Consideration of Approval of Contract Adjustment to Ardalan Construction Company, Inc. for Additional Change in Original Scope at RMHS - Measure A  
It is the recommendation of District Administration that the Board of Trustees approve a contract for the value as noted to Ardalan Construction Company, Inc., as presented.
- F. Consideration of Approval of Revision of Authorization of Signatures  
It is the recommendation of District Administration that the Board of Trustees approve the revised authorization of signatures, as presented.
- G. Consideration of Approval of New/Revised Curricular/Course Proposals: Biotechnology (H), Peer Advocacy (CP), Relationships & Sexual Health Curriculum, & Pre-Hospital Care  
It is the recommendation of District Administration that the Board of Trustees approve the New/Revised Curricular/Course Proposals: Biotechnology (H), Peer Advocacy (CP), Relationships & Sexual Health Curriculum, & Pre-Hospital Care, as presented.
- H. Consideration of Renewal of Memorandum of Understanding Between Oxnard Adult School and Workforce Development of Ventura County and the Partners of the America's Job and Career Center of California from July 1, 2022 to June 30, 2025  
It is the recommendation of District Administration that the Board of Trustees Renew the Memorandum of Understanding Between Oxnard Adult School and Workforce Development of Ventura County and the Partners of the America's Job and Career Center of California from July 1, 2022 to June 30, 2025, as presented.
- I. Consideration of Renewal of Memorandum of Understanding Between C Street Health Associates, LLC - dba Glenwood Care Center and Oxnard Adult School for Certified Nurse Assistant (CNA) Clinical Training from March 31, 2022 to June 30, 2024  
It is the recommendation of District Administration that the Board of Trustees Renew the Memorandum of Understanding Between C Street Health Associates, LLC - dba Glenwood Care Center and Oxnard Adult School for Certified Nurse Assistant (CNA) Clinical Training from March 31, 2022 to June 30, 2024, as presented.
- J. Consideration of Renewal of Agreement between Oxnard Union High School District and the State of California, Department of Rehabilitation for Transition  
It is the recommendation of District Administration that the Board of Trustees renew the Agreement between Oxnard Union High School District and the State of California, Department of Rehabilitation for Transition Partnership Program (TPP) from July 2022 through June 2025, as presented.

Partnership Program (TPP) from July 2022 through June 2025

K. Consideration of Approval of Memorandum of Understanding Between Ventura County Office of Education and Oxnard Union High School District for ARP-Homeless I Funding for 3 Years

It is the recommendation of District Administration that the Board of Trustees approve the Memorandum of Understanding Between Ventura County Office of Education and Oxnard Union High School District for ARP-Homeless I funding for 3 Years, as presented.

L. Consideration of Approval of Oxnard Union High School District Comprehensive School Safety Plans for 2021-2022 School Year

It is the recommendation of District Administration that the Board of Trustees approve Oxnard Union High School District Comprehensive School Safety Plans for 2021-2022 School Year, as presented.

M. Consideration of Acceptance of Ventura County of Education 2021-22 Williams Report for Quarter 2 (October - December 2021)

It is the recommendation of District Administration that the Board of Trustees accept Ventura County Office of Education 2021-22 Williams Report for Quarter 2 (October - December 2021), as presented.

N. Consideration of Approval of Stipulated Student Expulsions by Agreement of the Student Services Administration, the Student, and the Student's Parent/Guardian, as per Board Policy 5144, Section 22

It is the recommendation of District Administration that the Board of Trustees approve Stipulated Student Expulsions by Agreement of the Student Services Administration, the Student, and the Student's Parent/Guardian, as per Board Policy 5144, Section 22, as presented.

O. Consideration of Approval of Personnel Items

It is the recommendation of District Administration that the Board of Trustees approve the personnel items, as presented.

P. Consideration of Adoption of New Job Description: Maintenance Supervisor [First Reading]

It is the recommendation of District Administration that the new job description: Maintenance Supervisor [First Reading] be adopted by the Board of Trustees, as presented.

Q. Consideration of Approval of Job Description Revision: Operations Manager [First Reading]

It is the recommendation of District Administration that the revisions to job description: Operations Manager [First Reading] be approved by the Board of Trustees, as presented.

R. Consideration of Approval of Job Description Revision: Transportation Supervisor [First Reading]

It is the recommendation of District Administration that the revisions to job description: Transportation Supervisor [First Reading] be approved by the Board of Trustees, as presented.

S. Consideration of Approval of Job Description Revision: *Director of Facilities, Maintenance and Operations* [First Reading]

Motion: Trustee Sher moved to approve revisions to job description: Director of Facilities, Maintenance and Operations [First Reading] and to waive the second reading, as presented. Seconded by Trustee Botello and carried unanimously with a vote of 5:0.

**Approved**

- Dr. Salgado affirmed that this position doesn't require a bachelor's degree to apply as there are qualified people that hold an AA degree in this field and have experience.
- Dr. Salgado affirmed that she checked with neighboring districts with a similar position and the education requirement is similar.

T. Consideration of Adoption of New Job Description: Students with Limited or Interrupted Formal Education (SLIFE) Teacher [Second Reading]

It is the recommendation of District Administration that the new job description: Students with Limited or Interrupted Formal Education (SLIFE) Teacher. [Second Reading] be adopted by the Board of Trustees, as presented.

U. Consideration of Approval of Student Teacher Agreement Between United States University and Oxnard Union High School District

It is the recommendation of district administration that the Student Teacher Agreement Between United States University and Oxnard Union High School District be approved by the Board of Trustees, as presented.

V. Consideration of Approval of 2022-2023, 2023-2024, and 2024-2025 Semester and Quarter School Calendars

It is the recommendation of district administration that the 2022-2023, 2023-2024, and 2024-2025 Semester and Quarter School Calendars be approved by the Board of Trustees, as presented.

~~W. Consideration of Revision of Board Policy 6146.1: General Graduation Requirements to Address Seniors on the Quarter Schedule With No Other Substantive Changes and to Align Policy Language with Existing Board Policy 6146.1 [Second Reading]~~

Item was tabled to a future meeting; therefore, no action was taken.

***Tabled***

X. Consideration of Revision of Board Policy 6172.1: Concurrent Enrollment in College Coursework to Align Language Within Administrative Procedures With No Other Substantive Changes [Second Reading]

It is the recommendation of District Administration that the Board of Trustees approve the Revision of Board Policy 6172.1: Concurrent Enrollment in College Coursework to Align Language Within Administrative Procedures With No Other Substantive Changes [Second Reading], as presented.

**13. ACTION ITEMS**

A. Consideration of Approval of the Continuation of Resolution 21-44 Authorizing Emergency Contracting for the Completion of Building Improvements at Channel Islands High School Pursuant to the Uniform Public Construction Cost Accounting Act

Motion: Trustee Sher moved to approve the continuation of Resolution No.21-44 Authorizing Emergency Contracting for the Completion of Building Improvements at Channel Islands High School Pursuant to the Uniform Public Construction Cost Accounting Act. Seconded by Trustee Herrera and carried unanimously with a vote of 5:0.

***Approved***

B. Consideration of Approval of the Continuation of Resolution No. 22-02 for CIHS Building B, C, P HVAC and Electrical Services Construction Funding to Remedy of Contractor Potential Default – Measure A

Motion: Trustee Botello moved to approve continuation of Resolution No. 22-02 for CIHS Building B, C, P HVAC and Electrical Services Construction Funding to Remedy of Contractor Potential Default – Measure A, as presented. Seconded by Trustee Herrera and carried unanimously with a vote of 5:0.

***Approved***

C. Consideration of Acceptance of Oxnard Union High School District's 2020-2021 Annual Financial Report(Audit), As Prepared by EideBailly, LLP

Motion: Trustee Herrera moved to accept the Oxnard Union High School District's 2020-2021 Annual Financial Report(Audit), As Prepared by EideBailly, LLP, as presented. Seconded by Trustee Botello and carried unanimously with a vote of 5:0.

Mr. Brian Ruff, Eide Bailly, LLP Partner, affirmed the finding noted in the audit had to do with money being spent correctly but it was noted in the wrong fiscal year and an adjustment was made to place it in the correct fiscal year.

***Approved***

D. Consideration of Approval of Agreement Between OUHSD and Brandiose for DSHS Branding - Measure A

Motion: Trustee Herrera moved to approve the agreement Between OUHSD and Brandiose for DSHS Branding - Measure A, as presented. Seconded by Trustee Sher and carried unanimously with a vote of 5:0.

Mr. Lawrence affirmed that Brandiose will ensure the district is satisfied with the final product before business ties are ended.

***Approved***

E. Consideration of Adoption of Resolution No. 22-04 Proclaiming the Month of February as Black History Month

**Approved**

F. Consideration of Adoption of Resolution No. 22-05 Proclaiming February 7-11, 2022 as National School Counseling Week

**Approved**

G. Consideration of Approval of Job Description Revision: *Principal*, [First Reading]

**Failed**

H. Consideration of Approval of Settlement Agreement and General Release of All Claims Between Oxnard Union High School District and Employee 2696

**Approved**

~~I. Consideration of Approval of Settlement Agreement and General Release of All Claims Between Oxnard Union High School District and Employee 4800~~

**Tabled**

J. Consideration of Approval of Revised Classified Management Salary Schedule

**Approved**

K. Consideration of Approval of Teacher Leave Reimbursement to

Motion: Trustee Sher moved to adopt Resolution No. 22-04 Proclaiming the Month of February as Black History Month, as presented. Seconded by Trustee Botello and carried unanimously with a vote of 5:0.

Motion: Trustee Herrera moved to adopt Resolution No. 22-05 proclaiming February 7-11, 2022 as National School Counseling Week, as presented. Seconded by Trustee Botello and carried unanimously with a vote of 5:0.

Motion: Trustee Hall moved to approve job description revision: *Principal* [First Reading], as presented. Seconded by Trustee Botello, motion failed with a roll call vote of 2:3; therefore Trustees agreed to leave the job description as is. Trustees Sher, Edmonds and Herrera voted no.

Student Representative to the Board Advisory vote: No

- Modifications are being recommended now as the job description needs to be updated to include items such as expansion of the responsibilities for LGBTQ students and traditionally underrepresented students, and the Principal for DSHS will be hired this year and the district would like to be able to hire to fit the needs of the district.
- The modifications requested would allow for more people, within and outside of the district, to qualify and be allowed to apply.
- Trustee Sher does not support removal of teaching experience requirements.
- Trustee Botello is in favor of hiring the best educational leader to lead OUHSD schools regardless of experience background.
- Trustee Hall expressed that preference of teaching experience as noted on the job description encapsulates teachers. Removal of teaching experience only allows for others to be considered for an interview.
- Trustee Herrera did not receive data on the efficacy of non-teachers in principalship roles; therefore, cannot support recommended changes.
- Trustee Edmonds expressed that teaching experience is valued and appreciated in the district.

Motion: Trustee Herrera moved to approve the settlement agreement and general release of all claims between Oxnard Union High School District and Employee 2696, as presented. Seconded by Trustee Sher and carried with a vote of 4:1. Trustee Hall voted no.

Item was tabled to a future meeting; therefore, no action was taken.

Motion: Trustee Edmonds moved to approve the revised classified management salary schedule, as presented. Seconded by Trustee Herrera and carried unanimously with a vote of 5:0.

- Mr. Lawrence stated the Operations Supervisor would evaluate all custodians and the Maintenance Supervisor would supervise all outdoor grounds men.
- Mr. Lawrence affirmed that all supervisors would be responsible for oversight in any disciplinary issues.

Motion: Trustee Hall moved to approve Teacher Leave Reimbursement to Oxnard Elementary School District for Trustee Karen Sher to Attend CSBA Legislative Action

Oxnard Elementary School District  
for Trustee Karen Sher to Attend  
CSBA Legislative Action Day

*Approved*

L. Consideration of Revision to the  
Number of Course Meetings and the  
Course Fees for the Oxnard Adult  
School Upholstery Class

*No Action Taken*

M. Consideration of Revision of  
Board Bylaw 9150: *Student  
Representative to the Board of  
Trustees* [First Reading]

*Approved*

N. Consideration of Approval of the  
Election of a Representative to the  
CSBA Delegate Assembly from the  
District Region or Subregion

*Approved*

## 14. STAFF REPORT AND BOARD DISCUSSION

A. Mid-Year LCAP Update

B. Grad Rate & Special Populations  
Overview

*Tabled to March 9, 2022*

Day, as presented. Seconded by Trustee Botello and carried unanimously with a vote of 4:0:1 as Trustee Sher didn't participate in the vote.

No action taken.

- Trustee Edmonds stated the need to meet with the community regarding resolution to class offerings.
- Trustee Herrera echoed Trustee Edmonds's comment.
- Trustee Hall shared the same sentiments adding the need to get data on the cost to keep classes.
- Trustees recommended Dr. McCoy notify community members during a meeting what the cost would be to maintain the class as the goal is to break even.

Motion: Trustee Sher moved to approve revision of Board Bylaw 9150: *Student Representative to the Board of Trustees* [First Reading]. Seconded by Trustee Botello and carried unanimously with a vote of 5:0.

Student Representative to the Board Advisory Vote: Aye

- Student Representative Gonzalez recommended language additions 1. Excused absences for meeting attendance, 2. Staff support (technology and transportation).
- Trustee Botello recommended that orientation be provided prior to the first board meeting.
- Trustee Hall inquired about transportation reimbursement for Student Representative to the Board of Trustees.
- Trustee Herrera recommended to survey the student population and determine if there is an interest in changing the voting/nomination process.
- Trustee Sher suggested student campaigns be included in the district's budget.

Motion: Trustee Sher moved to approve the slate of two, Efrain Cazares and Shelly Griffen, to the Election of Representatives to the CSBA Delegate Assembly from the District Region or Subregion. Seconded by Trustee Herrera and carried unanimously with a roll call vote of 5:0.

California's 2021–22 Budget Act, the federal American Rescue Plan Act of 2021, and other state and federal relief acts have provided local educational agencies (LEAs) with a significant increase in funding to support students, teachers, staff, and their communities in recovering from the COVID-19 pandemic and to address the impacts of distance learning on students. Staff prepared an overview of the OUHSD dashboard, including both State and proposed local indicators, and presented a one-time mid-year report to the local Governing Board and Educational Partners related to engagement on, and implementation of, these Acts was presented.

- Trustee Herrera made an inquiry on how the baseline for LCAP was determined.
- Mr. Adams stated that many of the funds noted in this report have not yet been expensed to the accounts yet but the personnel tied to these accounts will be expensed by the end of this fiscal year.
- Mr. Adams stated the seal of biliteracy can be built into the LCAP.

~~In the 2020/2021 School Year, OUHSD graduated 3,318 students with 1,357 fulfilling UC (a-g) requirements. This report shared graduation data that has been disaggregated to highlight each of our significant subgroups, and specifically, our special populations subgroups. The data shared was Four Year Cohort Grad Rates along A-G completion rates for those subgroups and the work and areas of growth from respective departments that support special program students.~~

## 15. BOARD REPORT AND COMMUNICATIONS

- Trustee Hall
- No report.
- Trustee Herrera
- Extended her appreciation to Counselors for their service to Oxnard Union High School District students.
  - Gave a shout out to Celina Zacarias and Ralph Casillas in partnership with Art Hernandez and Earl Greenberg for raising over \$19,000 for CIHS athletics and to the community, Oxnard and Port Hueneme Police Departments for their \$5,000 contribution.
- Trustee Sher
- Echoed the sentiments of her fellow Trustees.
  - Gave a shout out to County Supervisor Carmen Ramirez for attending the CIHS athletics donation event.
  - Thanked Drs. Rossi, McCoy and his administrative team for a job well done for the Wellness Centers presentation.
- Trustee Edmonds
- No report.
- Trustee Botello
- Gave a shout out to Counselors, including in honor of Counseling Week.
16. ITEMS FOR FUTURE CONSIDERATION
- Trustees reviewed the items for future consideration.

### RECONVENE TO CLOSED SESSION

Trustees reconvened to closed session at 10:22 p.m.

### RECONVENE IN PUBLIC: REPORT ON CLOSED SESSION ACTION

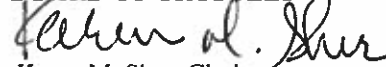
The Board reconvened to Open Session at 12:05 a.m. President Hall reported out that no action was taken during Closed Session.


## 17. ADJOURNMENT

President Hall adjourned Open Session at 12:05 a.m.

Approved, as presented  
March 9, 2022

### BOARD OF TRUSTEES

  
Karen M. Sher, Clerk

  
Dr. Tom McCoy, Secretary  
and Superintendent

Board meetings are video recorded and are available at:  
<http://www.oxnardunion.org/about/schoolboard/datesagendas.htm>