

# Oxnard Union High School District

## Oxnard, California

### REGULAR BOARD MEETING March 23, 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 March 23, 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  
Sylvia M. Diaz, Executive Assistant
- Student Representative:** Zoe Gonzalez
- Translator:** Lourdes Campbell, David Gala
- Guests present:** David Soldani, Jeff Shettler, Maricruz Hernandez, Tim Allison, Lupe Reyes-Castillo, Wendy Henchy, Richard Urias, Alize Alvarado, Martha Alvarado, Yajaira Marin, Juan Espinoza, Elisa Zarate and Carlos Perez Martinez.
- 2. PLEDGE OF ALLEGIANCE** President Hall asked Dr. Salgado to lead the Pledge of Allegiance to the flag.
- 3. ADOPTION OF AGENDA** Motion: Moved by Trustee Herrera to adopt the agenda of March 23, 2022, pulling consent calendar items L, N and O for discussion. Seconded by Trustee Botello and carried unanimously with a vote of 5:0.
- 4. APPROVAL OF MINUTES** Motion: Moved by Trustee Herrera to approve the minutes of March 9, 2022, as presented. Seconded by Trustee Botello 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 5:02 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)  
a. Number of cases: Three
- F.** Conference with Real Property Negotiator (Govt. Code § 54956.8)  
PROPERTY: (1) District Office Campus 309 and 315 South K Street, Oxnard, CA, APNs 202-0-010-630 & -740 and (2) 1101 W. 2<sup>nd</sup> St., Oxnard, APN 202-0-233-355  
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

**7. RECONVENE IN PUBLIC:  
REPORT ON CLOSED SESSION  
ACTION**

The Board reconvened at 7:01 p.m. President Hall reported out that no action was taken during Closed Session.

**8. RECOGNITION**

Outstanding Students – Oxnard High School

Alize Alvarado, senior, has a 4.0 GPA and a 4.06 weighted GPA. Her personal story of being bullied in middle school due to body image shaming to joining boxing and losing weight to now focusing on weightlifting is one of empowerment and inspiration.

Elisa Zarate, senior, has been a four year AVID student, has taken multiple AP classes and has a GPA of 3.82, 4.12 weighted GPA. She has been accepted into Cal Lutheran University with the help of substantial financial aid.

Carlos Perez Martinez, junior, is the Oxnard Boys and Girls Club Youth of the Year. He has overcome learning challenges to prosper at school and thrive in the Boys and Girls Club.

**9. PUBLIC COMMENTS TO  
ADDRESS THE BOARD OF  
TRUSTEES**

Tim Allison spoke on civic education, OFTSE and OUHSD settlement negotiations and OFTSE representation on principals, assistant principals, coordinators and directors interview panels.

Jeff Shettler thanked Dr. McCoy for replying to his students' emails, echoed Mr. Allison's words about interview panels and gave a shout out to all Tritons, especially Coach Moon, who attended the unified game today.

**10. SUPERINTENDENT'S  
REPORT**

Dr. McCoy's highlights:

- 2021 - 2022 School Year COVID Information
- 2021 - 2022 School Year COVID Testing
- Williams Visits
- ACHS Crosswalk & Parking Update
- Public Comment in Board Meetings
- The City of Camarillo isn't recommending anything at this time to be placed at the intersection of Rancho Calleguas and Mission Oaks Boulevard. There was discussion to expand the drop off zone to potentially create a crosswalk from the lower half driveway across the midpoint of the north drop off zone. Dr. McCoy has a follow-up meeting with the City of Camarillo on April 26.
- Students at ACHS were given the opportunity to purchase a parking pass. Students have discussed parking concerns at student forums and discussions with administrators and students have taken place about the parking concerns.
- Trustee Hall recommended asking staff and students not to make left turns out of the parking lot near Rancho Calleguas. He also recommended having a campus supervisor at the intersection, before school and before second period, to deter students from jay walking until there is a permanent solution put in place.
- Trustee Sher appreciated the discussions that have taken place thus far with the City of Camarillo but feels the district should insist something be done such as a traffic light be put in place.

**11. STUDENT  
REPRESENTATIVE REPORT  
TO THE BOARD – Zoe Gonzalez**

Zoe Gonzalez provided her report for the time period since the last board meeting on March 9, 2022.

- Noted the 2022-2023 school year Student Trustee Election application is live and Dr. McCoy emailed it via Studentsquare. The deadline is April 15, 2022 at 4:00pm.
- Ms. Gonzalez stated she gathered, from her poll, that each site's ASB payment plans are different because not enough students are requesting them at their respective site.
- Trustees expressed their concern of equity with payment plans and different event ticket prices at district school sites and parking pass charges.
- Trustees recommended a collaboration with Ms. Senerey Cervantez to make a video with Ms. Gonzalez to explain the process of We Tip.

Trustees thanked Ms. Gonzalez for her report and for polling students to bring their voice to Trustees.

**12. CONSENT CALENDAR**

Motion: Trustee Herrera moved to approve the Consent Calendar, with the exception of L, N and O for discussion. Seconded by Trustee Botello and carried unanimously with a vote of 5:0.

A. Consideration of Approval of Purchase Orders and Direct Pays, February 25 - March 14, 2022

Purchase orders totaling \$ and Direct Pays \$ be approved, as presented.

B. Consideration of Approval of Contract Award to Bellakai Construction for Campus Security Fencing at HHS, Bid 659 - Measure A

It is the recommendation of District Administration that the Board of Trustees approve a contract award to Bellakai Construction for campus security fencing at Hueneme High School, Bid 659, as presented.

C. Consideration Approval of Contract Adjustment to A&B Construction Inc. on ACHS HVAC Project for Additional Unforeseen Work and Materials Required - Measure A

It is the recommendation of District Administration that the Board of Trustees approve a contract for the value as noted to A&B Construction, Inc., as presented.

D. Consideration of Renewal of Agreement with Maxim Healthcare Staffing Services for COVID Contact Tracers for Semester Two

It is the recommendation of District Administration that the Board of Trustees renew Agreement with Maxim Healthcare Staffing Services for COVID Contact Tracers for Semester Two, as presented.

E. Consideration of Approval of the Proposed 2022-2023 Oxnard Adult School Calendar

It is the recommendation of District Administration that the Board of Trustees approve the proposed 2022-2023 Oxnard Adult School Calendar, as presented.

F. Consideration of Approval of AB 167/130: A-G Completion Improvement Grant Plan

It is the recommendation of District Administration that the Board of Trustees approve the AB 167/130: A-G Completion Improvement Grant Plan, as presented.

G. Consideration of Approval of Non-Public Schools (NPS) Placements According to the Student's IEP Team and the Director of Special Education

It is the recommendation of District Administration that the Board of Trustees approve Non-Public Schools (NPS) Placements According to the Student's IEP Team and the Director of Special Education, as presented.

H. 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.

I. Consideration of Approval of Personnel Items

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

J. Consideration of Approval of 2015/2016 to 2020/2021 Salary Schedules, Without Revisions to the Salaries, as Required by California PERS and STRS

It is the recommendation of District Administration that the 2015/2016 to 2021/2022 Salary Schedules, without revisions to the salaries, as required by California PERS and STRS be approved by the Board of Trustees, as presented.

K. Consideration of Approval to Increase Oxnard Adult School Registrar's Work Year

It is the recommendation of District Administration to increase Oxnard Adult School Registrar's Work Year be approved by the Board of Trustees, as presented.

L. Consideration of Approval of Job Description Revision: *Principal* Without Revisions to the

It is the recommendation of District Administration that the revisions to job description: *Principal* without revisions to the requirements section, [Second Reading] be approved by the Board of Trustees, as presented.

Requirements Section. [Second Reading] **Approved**

- Trustee Sher expressed her concern of the number of OFTSE representatives on the interview panels. She felt the structure should be realigned to establish uniformity amongst the interview panels. She also stated that her comments about the panels apply to items N and O as well.
- Dr. McCoy affirmed there have been no changes to the panel compositions other than the addition of certificated and classified staff. from one to two, for the Assistant Principal panel composition.
- Dr. McCoy noted the addition of the principal job description line item #17, "Provides leadership, support, and oversight for evaluating program effectiveness, required program monitoring, and compliance with federal, state, and local regulations related to special education", does not diminish the role of the Special Education Director or Assistant Superintendent. He suggested revising the language to state "works collaboratively with the district Special Education staff regarding Special Education issues specific to the campus in which the principal is working." The language addition is to memorialize that the principal should provide leadership and support at the site for the Special Ed Program collaboratively with his/her expert.

Motion: Trustee Herrera moved to approve the Job Description revision: *Principal* without revisions to the requirements section, [Second Reading], including the revisions recommended by the Superintendent on terms with working collaboratively with faculty and staff of that area including the Director and Assistant Superintendent Ed Services. Seconded by Trustee Sher and carried unanimously with a vote of 5:0.

M. 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]

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

N. Consideration of Approval of Revisions to Board Policy 4111, 4211, 4311: *Recruitment and Selection of Certificated and Classified Supervisory Personnel* [First Reading] - **TABLED**

It is the recommendation of District Administration that the Board of Trustees approve the revisions to Board Policy 4111/4211/4311: *Recruitment and Selection of Certificated and Classified Supervisory Personnel* [First Reading], as presented.

- Trustee Herrera recommended revising the word "may" in the addition of: "The Superintendent or designee may establish an interview committee to rank candidates and recommend finalists." This procedure isn't optional and her concern is that this position is critical and it should go through a process.
- Dr. Salgado affirmed that panel members sign a confidentiality statement when they participate on a panel. A process is in place that is followed, if any of the panelists breach the confidentiality.
- Dr. Salgado affirmed that the labor code doesn't allow the district to ask a potential candidate of their previous salary until an offer of employment is made.
- Dr. Salgado affirmed there are always 12 panelists, as stated in the board policy committee composition, during interviews for an Assistant Superintendent position.
- Dr. McCoy stated the composition of the panel for principal has been successful thus far and has produced quality principals for the district and staff doesn't recommend any changes at this time.
- Dr. McCoy affirmed that out of the 20 member panel for the principal panel composition, that 12 are union labor representatives.
- Trustees recommended focusing more on the number of parents that participate on the panels and expand the selection of the groups they represent.
- Dr. McCoy stated an OFTSE representative can be included on the Director and Coordinator panels.
- Dr. Salgado explained the role of the panelists scoring process and stated we are in alignment with other districts with this process.
- Parents and staff of a site that has a vacant principal position are surveyed for input on what they would like to see in their next principal. Student surveys are new this year and would be prepared for the schools in need of a new principal.
- Dr. Salgado stated that labor codes protect the confidentiality of the whole interview

process and the district's legal counsel recommended not including a student onto an interview panel that would affect the employment of an adult. A student representative is allowed to sit on the advisory community panel for the Superintendent selection as Trustees make the decision as to who is hired.

- Trustees recommended that Dr. Salgado look into the possibility of an open Q&A for students at the comprehensive school sites for principal input.
- Dr. Salgado affirmed the district is following the current policy for the hiring process.
- Panels are chosen by Dr. Salgado and her administrative assistant. Dr. McCoy added that Human Resources tries to avoid having repetitive panel members each time.
- The Board Policy and Board Goals are the rules, regulations and laws the district has to ensure the diversity of the screening panels. Trustees requested adding language to the selection panels that an attempt would be made to have balances for ethnicities, gender, ages, classroom and non-classroom etc.

Trustees decided to table this item; therefore, no action was taken.

O. Consideration of Reaffirmation of Board Policy/Administrative Regulation 2120: *Superintendent Recruitment* [First Reading]  
**NO ACTION TAKEN**

It is the recommendation of District Administration that the Board of Trustees reaffirm Board Policy/Administrative Regulation 2120: *Superintendent Recruitment* [First Reading], as presented.

Trustees decided to table this item as the Board of Trustees usually reviews this Board Policy when they have a Superintendent vacancy; therefore, no action was taken. It will not be brought back to the April 20 Board meeting for revisions.

### 13. ACTION ITEMS

A. 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 Sher moved to approve 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, as presented. Seconded by Trustee Botello and carried unanimously with a vote of 5:0.

**Approved**

B. Consideration of Adoption of Resolution No. 22-06, Recognizing March 31, 2022 as César Chávez Day

Motion: Trustee Herrera moved to adopt Resolution No. 22-06, Recognizing March 31, 2022 as César Chávez Day, as presented. Seconded by Trustee Botello and carried unanimously with a vote of 5:0.

**Approved**

C. Consideration of Adoption of Resolution No. 22-07, Recognizing April 3-9, 2022 as National Library Week

Motion: Trustee Herrera moved to adopt Resolution No. 22-07, Recognizing April 3-9, 2022 as National Library Week, as presented. Seconded by Trustee Sher and carried unanimously with a vote of 5:0.

**Approved**

D. Consideration of Adoption of Resolution No. 22-08, Recognizing the Month of April as Public Schools Month

Motion: Trustee Herrera moved to adopt Resolution No. 22-08, Recognizing the Month of April as Public Schools Month, as presented. Seconded by Trustee Botello and carried unanimously with a vote of 5:0. Trustee did not participate in the vote.

**Approved**

E. Consideration of Adoption of Resolution No. 22-09, Recognizing April 10, 2022 as Dolores Huerta Day

Motion: Trustee Herrera moved to adopt Resolution No. 22-09, Recognizing April 10, 2022 as Dolores Huerta Day, as presented. Seconded by Trustee Sher and carried unanimously with a vote of 5:0

**Approved**

F. Consideration of Approval of Sabbatical Leave Requests for the

Motion: Trustee Sher moved to approve the sabbatical leave request for the 2022-2023 school year, as presented. Seconded by Trustee Herrera and carried unanimously with a

**Approved**

Student Representative to the Board of Trustees advisory vote: Aye

G. Consideration of Adoption of Proposed Board Policy 6142.3: State Seal of Civic Engagement [First Reading]

Motion: Trustee Sher moved to adopt proposed Board Policy 6142.3: *State Seal of Civic Engagement* [First Reading], and waived the second reading. Seconded by Trustee Botello and carried unanimously with a vote of 5:0.

**Approved**

President Hall called for a break at 9:01pm and the meeting resumed at 9:06pm.

**14. STAFF REPORT AND BOARD DISCUSSION**

**A. Measure A - Future Projects/PLA Update**

The District has identified approximately 145 possible modernization, energy conservation, and construction projects for District Facilities, including a new comprehensive high school. The funding for these projects is Measure A Bond Funds. Information was given to the board, staff, and public to update them on the progress of these projects and the expenditure of the Measure A Bond Funds.

- Mr. Lawrence explained that \$19,000,000 of the ESSER funds were reallocated for use at HHS to make sure that every school received the funding they deserved.
- The sites that currently have a Measure A fund balance will keep the funding for other projects from their project list, but Trustees will make the final decision as to which Measure A projects would be completed.
- DSHS will have air conditioning once the school is open.
- Mr. Lawrence stated that CIHS currently shows a negative balance as there may be items that have been double encumbered. He's confident it will be fixed by the time the work has been completed this summer.
- Site Administrators collaborate closely with the contractors assigned to their site so they're advised of any closures that may take place.

Trustees thanked Mr. Lawrence for his report.

**B. Facilities & Debt Service Plans**

Staff reviewed the three facilities debt service plans currently being repaid by OUHSD. Facilities projects and potential funding sources for these projects were also reviewed and the fiscal impact of each debt service plan was discussed.

- The Solar Drive property would be paid in full in the 2025-2026 fiscal year.
- The district has received monies from the sale of Hueneme Road and Skyway Drive properties and a small portion of Mar Vista Drive. The district is anticipating monies from the sale of Second Street in the next month or two. The sale of 309 and 315 K Street is approximately 18-24 months out.
- The solar energy debt was assigned to the general fund and would be paid in full in 2027. Dr. McCoy recommended keeping this budget assignment as the DSHS certificate of participation would take over this budget assignment.
- Trustees can inform community members, if asked, that the district used Redevelopment Agencies (RDA) fees (fund 251), not related to any student oriented costs, for the financing of Solar Drive and a small amount of the general fund was used for technology.
- Fund 251 can be used to pay for any facilities projects.
- Dr. McCoy added the district has flexibility with developer fees and RDA funds as they are an ongoing income source.
- Dr. McCoy affirmed that Trustees haven't committed to the \$5,000,000 mentioned in his report regarding cost escalation for current Measure A projects. The commitment would have to come in the adopted budget for 2022-2023 fiscal year. Trustees only committed to the dollar amounts that were allotted to each high school, nothing more.

Trustees thanked Dr. McCoy for his report and his dedication to the budget.

**15. BOARD REPORT AND COMMUNICATIONS**

**Trustee Hall**

- No report.

Trustee Botello

- Happy the district is cultivating positive cultures at the school sites.
- Thanked Dr. Salgado for her hard work with the principalships and negotiations.

Trustee Sher

- The Good Club, Greater Oxnard Organization of Democrats, asked for an update about OUHSD on March 10, 2022.
- Attended the CSBA Legislative Action Day on March 15, 2022. She emailed the talking points to her fellow Trustees.
- Has been invited to attend the ADHOC Committee for the California Department of Education with regard to gender neutral restrooms on March 30, 2022.
- Extended an invitation to the Executive Cabinet, staff and fellow Trustees to attend a meet and greet for the District Attorney, Erik Nasarenko, on April 2, 2:00pm-4:00pm. Email or text Trustee Sher for the address and information.

Trustee Edmonds

- Attended the HHS NJROTC Annual Military Inspection on March 18, 2022. He was extremely impressed with this event.
- Appreciated Dr. McCoy's report about increasing the ACHS lower lot parking spaces. He is concerned about the agriculture driveway drop off zone.

Trustee Herrera

- No report.

## 16. ITEMS FOR FUTURE CONSIDERATION

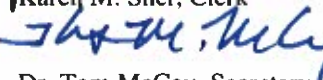
- Trustees reviewed the items for future consideration.

## 17. ADJOURNMENT

President Hall adjourned Open Session at 10:18 p.m.

Approved, as presented  
April 20, 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>

