

Oxnard Union High School District

Oxnard, California

REGULAR BOARD MEETING September 28, 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 Vice President Botello on September 28, 2022 at 5:31 p.m., in the District Office Board Room, 1800 Solar Drive, Oxnard, California.
- Trustees present:** Steve Hall, Ed.D., President – arrived at 5:44pm
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, Assistant Superintendent Human Resources
Roger Adams, Assistant Superintendent Educational Services
Ted P. Lawrence Assistant Superintendent Business Services

Sylvia M. Diaz, Executive Assistant
- Translators present:** Lourdes Campbell, David Gala
- Guests present:** Jeff Shettler, Ed Ransom Jr., Tim Allison, Michelle Vivenzio, Tera Creech, Reiko Evans, Eric Montijo, Erin Huizinga, Rob Edison and Julie Cole.
- 2. PLEDGE OF ALLEGIANCE** President Botello asked Dr. McCoy to lead the Pledge of Allegiance to the flag.
- 3. ADOPTION OF AGENDA** Motion: Moved by Trustee Herrera to adopt the agenda of September 28, 2022, as presented. Seconded by Trustee Sher. Trustee Herrera amended her vote by pulling Consent Calendar item 13 I, Contract Fee Adjustment to PBK Architects for Commissioning Consultant Fees at DSHS-DSHS Start Up Fund, for discussion. Seconded by Trustee Sher and carried with a vote of 4:0:1 as Trustee Hall arrived late.
- 4. APPROVAL OF MINUTES** Motion: Moved by Trustee Herrera to approve the September 14, 2022 Regular Board meeting minutes, as presented. Seconded by Trustee Edmonds and carried with a vote of 4:0:1 as Trustee Hall arrived late.
- 5. PUBLIC COMMENTS ON CLOSED SESSION ITEMS** Tim Allison, Executive Director OFTSE, Ed Ransom Jr., Jeff Shettler and Michelle Vivenzio addressed Trustees about staff shortages, wages, OUHSD unit share formula and inflation.
- 6. CLOSED SESSION** At 5:46 p.m. Vice President Botello stated that the Board of Trustees would convene to Closed Session 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: 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 2nd St., Oxnard, CA, 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 7:05 p.m. President Hall reported that no action was taken during Closed Session.

8. RECOGNITION:

A. Outstanding Students - RCHS

Anneliese Wong is an exemplary student carrying a 4.39 weighted GPA and is a current member of 11 clubs including Kiwin's, CSF, Green Club, H.O.P.E. and the class President since 2019. She leads special events as a member of RCMakes, is a volunteer at her church and tutors at school. Anneliese is an outstanding athlete and is the team captain of the Eagles Soccer Club.

Nicolette Hunter is a scholar athlete carrying a 4.49 weighted GPA while playing club softball and high school volleyball and softball where she was all-league. She battled with acute lymphoblastic leukemia in her youth which taught her resilience and work ethic. Nikki has committed to pitch at Harvard University.

9. PUBLIC COMMENTS TO ADDRESS THE BOARD OF TRUSTEES

Jeff Shettler, Reiko Evans, Tera Creech, Eric Montijo, Erin Huizinga, Rob Edison, Julie Cole and Tim Allison, Executive Director OFTSE addressed Trustees about the district staff shortage, teacher salaries, the cost of living increase, the Human Resources reorganization plan and contract negotiations.

10. PUBLIC HEARING – Williams Act – Sufficient Textbooks and Instructional Materials

Annually the Board of Trustees is required to certify compliance with all regulations regarding Instructional Materials per Education Code Section (E.C.) 60065 and 6065.8 which includes holding a public hearing.

President Hall opened the public hearing at 7:33pm. Mr. Adams presented an overview of the Williams Act-sufficient textbooks and instructional materials. There being no further comments or questions President Hall closed the public hearing at 7:35pm.

11. SUPERINTENDENT'S REPORT

Dr. McCoy's highlights:

- 2022-2023 School Year COVID Information
- 2022-2023 School Year COVID Testing information
- Unit Share Town Hall-Wednesday, October 5, 2022 Notice Information
- Superintendent's Student Advisory Committee meeting-Tuesday, October 25, 2022
- UC/CSU/FAFSA Applications open Saturday, October 4, 2022
- Public Comment in Board Meetings

Dr. McCoy stated there is no current plan to extend the COVID supplemental paid sick leave after it expires on September 30, 2022.

12. STUDENT REPRESENTATIVE TO THE BOARD OF TRUSTEES – MAYA LOPEZ

Maya Lopez provided her report since the last Board meeting on September 14, 2022.

13. CONSENT CALENDAR

Motion: Trustee Herrera moved to approve the Consent Calendar, with the exception of 13 I 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, September 5-18, 2022

Purchase orders totaling \$3,382,935.41 and Direct pays totaling \$3,340 be approved, as presented.

B. Consideration of Approval of Notice of Completion Bid 654 RMHS Well #2 Rehabilitation

It is the recommendation of District Administration that the Board of Trustees approve the completion of Bid 654 RMHS Well #02 Rehabilitation Project, as presented.

C. Consideration of Renewal of Agreement for School Services of California

It is the recommendation of District Administration that the Board of Trustees approve the renewal of agreement between Oxnard Union High School District and School Services of California, Inc. for Fiscal Budget Services, as presented.

D. Consideration of Approval of Contract Renewal with P&R Paper Supply Company, Inc. for Paper Products for Nutrition Services Student Meals in the 2022/2023 Fiscal Year

It is the recommendation of District Administration that the Board of Trustees approve the Nutritional Services contract renewal with P&R Paper Supply, as presented.

E. Consideration of Approval for Pacificom to Furnish and Install Communication Upgrades at RMHS Administration Office - Measure A

It is the recommendation of District Administration that the Board of Trustees approve the cost of Pacificom to furnish and install communications upgrades at RMHS Administration office, as presented.

F. Consideration of Approval of a Budget Increase for Unique Moving and Storage for ACHS HVAC - Measure A

It is the recommendation of District Administration that the Board of Trustees approve increase of purchase order as noted to Unique Moving and Storage, as presented.

G. Consideration of Approval of Contract Award to Sea Clear Pools for Swimming Pool and Heater Maintenance Services at ACHS, HHS, OHS and RMHS, RFP 670

It is the recommendation of District Administration to approve the contract award to Sea Clear Pools for swimming pool and heater maintenance services at ACHS, HHS, OHS and RMHS, RFP 670, as presented.

H. Consideration of Approval of Renewal of Contract Between Nutrition Services and CAPE Charter School for the Delivery of Student Meals

It is the recommendation of District Administration that the Board of Trustees approve the renewal of contract between Nutrition Services and CAPE Charter School for the Delivery of Student Meals, as presented.

I. Consideration of Approval of Contract Fee Adjustment to PBK Architects for Commissioning Consultant Fees at DSHS-DSHS Start Up Fund

It is the recommendation of District Administration that the Board of Trustees approve a contract value adjustment as noted to PBK Architects, as presented.

The parameters to spend the DSHS start up fund monies are for anything that goes beyond the scope of the \$178,000,000 being used for DSHS, primarily used for fixtures, furniture and equipment (FF&E) and any other incurred cost such as these consultant fees. It was understood the startup fund would be used only for FF&E and nothing more. Dr. Hall requested that a discussion as to how the DSHS start up monies can be spent be scheduled for a future meeting.

Motion: Trustee Herrera moved to approve the contract fee adjustment to PBK Architects for commissioning consultant fees at DSHS using a different funding source. Seconded by Trustee Edmonds and carried unanimously with a vote of 5:0.

Approved

J. Consideration of Approval of Contract Adjustment to A&B Construction Inc. for Change in Conditions and Unforeseen Work at ACHS HVAC – 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.

K. Consideration of Approval of Overnight Field Trip: OHS Wrestling, Las Vegas, Nevada, October 14-17, 2022 Wrestling Tournament

It is the recommendation of District Administration that the Board of Trustees approve the Overnight Field Trip: OHS Wrestling, Las Vegas, Nevada, October 14-17, 2022 Wrestling Tournament, as presented.

L. Consideration of Approval to Amend 2021-2026 Educator Effectiveness Block Grant (EEBG) Plan

It is the recommendation of District Administration that the Board of Trustees approve to amend 2021-2026 Educator Effectiveness Block Grant (EEBG) Plan, as presented.

M. Consideration of Approval of Personnel Items

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

N. Consideration of Approval of Revisions to Board Policy 5141.4: Child Abuse Prevention and Reporting [Second Reading]

It is the recommendation of District Administration that the revisions to Board Policy 5141.4: Child Abuse Prevention and Reporting [Second Reading] be approved by the Board of Trustees, as presented.

O. Consideration of Adoption of Board Policy 5141.52: Suicide Prevention [First Reading]

It is the recommendation of District Administration that the Board of Trustees adopt Board Policy 5141.52: Suicide Prevention [First Reading], as presented.

14. ACTION ITEMS

A. Consideration of Adoption of Resolution #22-43 Regarding Sufficiency of Textbooks or Instructional Materials for the 2022-2023 School Year

Motion: Trustee Herrera moved to adopt Resolution #22-43 Regarding Sufficiency of Textbooks or Instructional Materials for the 2022-2023 School Year, as presented. Seconded by Trustee Botello and carried unanimously with a vote of 5:0.

Approved

B. Consideration of Approval of 2022-2023 District Vision and Mission Statement and Board Goals

Motion: Trustee Herrera moved to approve the 2022-2023 District Vision and Mission Statement and Board Goals, as presented. Trustee Herrera withdrew her motion as Trustee Sher requested to add an additional Board Goal. This item was tabled to the October 12 Board meeting; therefore, no action was taken.

Tabled

- Mr. Adams and his team in Educational Services are developing metrics to measure the progress of Equity, Inquiry and Wellness, as stated in the OUHSD Vision and Mission Statement, as they're experienced within OUHSD. Dr. McCoy, Mr. Adams and Mr. Salehi will present a reporting calendar to the Board to update them on the regular progress of the metrics that show the status and growth, or decline, in Equity, Inquiry and Wellness as measured through district initiatives and statewide assessments.
- Trustee Sher requested to add to Board Goal 1: OUHSD will work to attract, recruit and retain highly qualified educators, specifically from diverse communities and black, indigenous, people of color (BIPOC) communities to Board Goal 1. After a brief discussion, and possibility of making this an additional bullet, Trustees asked Dr. McCoy to work on the addition and present the revised item at the October 12 Board meeting.

15. STAFF REPORT AND BOARD DISCUSSION

A. Human Resources Department

The OUHSD Human Resources Department is committed to providing quality services in a professional, caring, and consistent manner by treating each person as a valued customer while contributing positively to the overall goals of the OUHSD. We are here to recruit, hire, assign, retain and support the most highly qualified personnel with all necessary resources, communication, and professional development to ensure all students receive the best education possible in a positive and safe environment. The vision of the OUHSD Human Resources Department is to be client focused and service oriented so that our employees may concentrate on the educational practices that will contribute to student success. We seek to be a leader in efficiency, effectiveness, and excellence as we deliver information and products related to Human Resources. The Human Resources Department is proposing a realignment that will position the department to better fulfill our mission, vision and goals.

- Ms. Boyd informed Trustees the district can legally take a job out of the union and make it confidential.
- Ms. Boyd stated there are four positions that would have an increase to their salary, an increase of \$2,700 per month. Dr. Salgado stated the proposal was shared with OFTSE.
- Dr. Salgado stated that Human Resources (HR) has received feedback from sites which is what triggered the plan to reorganize that division.
- Ms. Boyd stated HR is on board with learning new things and providing better customer service.
- Trustee Sher asked that if the reorganization plan is brought for approval that other solutions are provided so Trustees can look at a plan that wouldn't take anyone out of their union.

Trustees thanked Dr. Salgado and Ms. Boyd for their presentation.

B. Wellness Centers Update

The purpose of this staff report was to communicate on the planning, implementation and progress of the OUHSD Wellness Centers. The Wellness Centers were launched during the 2021-2022 school year to provide school-based student mental wellness services in dedicated spaces on campuses throughout OUHSD.

- OUHSD Wellness Center Specialists deliver direct services to students and only refer students to Ventura County Behavioral Health (VCBH) if the student has suicidal ideation or anxiety disorders, but Wellness Center Specialists do continue to meet with students after referrals have been made.
- Wellness Specialists feel they are more of a counselor than a coordinator as they are certified and deliver direct services to students.
- Some students check-into the Wellness Centers more than once per day.
- Students working as Student Wellness Specialists have to sign up for a service learning course to earn credit, if it fits into their schedule. If not, there are other opportunities available for them to learn this field as some have expressed interest in Mental Health as a career. OHS and RCHS have the Behavioral Sciences CTE Pathway.
- Parents and community members can refer students to the Wellness Centers, and it can be done anonymously via We Tip. Trustees asked to make the public aware of the various ways to refer students.
- Sexual Health is embedded under Life Skills via data tracking.
- Dr. Rossi affirmed that data collection of special populations students is being done and the Wellness Specialists are visiting the special population classrooms.
- Trustees are proud of this group and all of the work they're doing for students, especially the Student Wellness Specialists as they're making a fundamental difference in people's lives.
- Some sites have monthly lunch & learns or lunch brunch to help prep staff on how to help serve at the tier one level. Teachers are also surveyed to see what type of support they need, especially with social emotional learning (SEL). Dr. Rossi added that a mindfulness initiative has also been started within OUHSD.

Trustees thanked the students and staff for their report.

C. Student Square/Student Communication

The Learning Support Services Department will share highlights and current methods of student communication as well as share upcoming plans to improve student communication. It is the goal of the Learning Support Services Department to continue to provide ongoing important and pertinent information with students and families in the most effective and streamlined process possible.

- Principals posted the position for their campus media representative and chose who filled the position; they receive a paid stipend. These representatives post at least three times per week.
- Drop down menus are used to select the audience when posting via Parent Square.
- Mr. Lopez affirmed new administrators have been trained on how to use Parent Square.
- Parent/Student Square are the same product and the annual cost is approximately \$80,000 per year for both.
- Ms. Bejerano is working to add student cell phone numbers to enrollment forms for sharing information via social media. Her goal is to acquire 2,000 by the end of the school year, currently at 950. Parents can provide student phone numbers in Parent Vue; Ms. Bejerano plans to add information to Parent Vue to explain why.
- Sites and the district office have their own Parent Square, used for notifications, accounts and each manages their own account.
- Parent Square is able to translate notifications into other languages. Social media translations are still a work-in-progress at this time; Spanish is only available at this time.

Trustees thanked Ms. Bejerano, Ms. De Los Santos and Mr. Lopez for attending site Oxnard District Council (ODC) meetings and for their report.

D. High School Attendance Area Update #3

As the District prepares to open DSHS for the 2023-2024 school year, the OUHSD attendance area boundaries for the seven comprehensive high schools would be adjusted to create an attendance area for DSHS and to balance enrollment across these comprehensive high schools. Cooperative Strategies staff presented updated information on the process and timeline for approving new attendance area boundaries for the seven

comprehensive high schools. The updated attendance area boundaries will take effect one grade level at a time, beginning with 9th grade students in the 2023-2024 school year.

- Trustee Sher requested that Lemonwood stay part of the CIHS attendance area.
- Trustees inquired about the future percentage rates of attendance between CIHS and HHS.
- Dr. McCoy affirmed siblings can remain together at the same site via the siblings transfer policy. He will make sure this note is added to the website.
- Trustees asked that Cooperative Strategies make all DSHS community meeting information more prevalent on the website, be specific.
- Dr. McCoy informed Trustees that work is being done to make sure the survey is available in two languages. Work is also being done to translate DSHS information on the website, possibly a Google translation option.
- Dr. McCoy affirmed this report was for information purposes only, no action was taken by Trustees. The information that was provided today would be provided at the community meetings by Cooperative Strategies.

16. BOARD REPORT AND COMMUNICATIONS

A. Trustee Hall

- Attended the ACHS grand reopening of the Hangar Wellness Center and Back-to-School night on September 26, 2022, very well run.

B. Trustee Herrera

- Requested input from her fellow Trustees on the annual Ventura County School District Organization election meeting.

C. Trustee Sher

- Attended the back-to-school nights and ribbon cutting ceremonies at ACHS, FHS and PHS, beautiful.
- Gave a shout out to Aaron Ferguson who was featured on the very first podcast called *This is Canva Casters* where OUHSD was highlighted.
- Finished her Masters in Governance courses and thanked Trustees for their support.
- Congratulated Vianey Lopez as she will fulfill the term left vacant by the late Supervisor Carmen Ramirez.
- Asked to not have activities scheduled around religious holidays or sporting events.
- Asked teachers to stop spending their own money on classroom supplies.

D. Trustee Edmonds

- No report.

E. Trustee Botello

- Thanked Ms. Constina Baylor as she is student teaching with Mr. Ehlers.
- Attended the Wellness Center grand openings at ACHS and PHS.
- Held her first Talks with a Trustee and Student Trustee on Monday, September 26.
- Gave a shout out to new Supervisor Vianey Lopez, excited for her.
- Appreciates the feedback and dialogue taking place about inflation, teacher value and competitive salaries.
- Verified the 4.31% on-schedule and 2% one-time off-schedule salary increase last year, OUHSD was top tier, at least top five, in the Ventura County and during COVID there was a 1.4% on-schedule and 2% one-time off-schedule salary increase.

- Trustees reviewed the Items for Future Consideration.

17. ITEMS FOR FUTURE CONSIDERATION

18. ADJOURNMENT

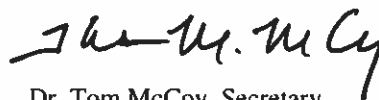
President Hall adjourned Open Session at 10:28 p.m.

Approved as presented
October 12, 2022

BOARD OF TRUSTEES



Karen M. Sher, M.Ed., Clerk



Dr. Tom McCoy, Secretary
and Superintendent

Board meetings are video recorded and are available at:
<http://www.oxnardunion.org/board-of-trustees/board-meeting-videos>