

Attachment to Agenda Item 14.d - Approval of a Supplemental Novel Recommended by the Supplemental Novel Adoption Committee (Full-Committee Review)

Title	Author	Publisher	Calif. Dept. of Education Approved Grade Level
Stamped	Jason Reynolds & Ibram X. Kendi	Little Brown Books for Young Readers	9-12

**Ventura Unified School District  
Citizens' Bond Oversight Committee**

**Measure E General Obligation Bonds**

**Applicant Packet**

The Ventura Unified School District is establishing a Citizen's Oversight Committee to review expenditures from expenditures associated with Measure E, which was approved by District voters on November 8, 2022. The Committee will be responsible for ensuring that bond revenues are used only as voters intended and for informing the public of bond expenditures. The Board invites all interested community members to apply for service on the Committee.

**Who will be on the Committee?**

The Committee must have at least seven members. In addition to two members of the community at large, there must be at least one member from each of the following groups:

- One member who is active in a business organization representing the business community located within the school district.
- One member who is active in a senior citizen's organization.
- One member who is the parent or guardian of a child enrolled in the school district.
- One member who is the parent or guardian of a child enrolled in the school district and is active in a parent-teacher organization.
- One member who is active in a bona-fide taxpayer's organization.

The Committee may not include any employee or official of the school district or any vendor, contractor, or consultant of the school district. Members must be at least 18 years old, and preference will be given to members who live within the geographic boundary of the District.

**What will the Committee do?**

The committee will be responsible for making reports to the Board and the community about bond expenditures.

**How often will the Committee meet?**

The Committee is required to meet at least one time per year, and it is estimated that the Committee will meet approximately four times per year. Specific meeting dates will be determined by the Committee. Committee members will be appointed by the Board to serve an initial two-year term. A maximum of three consecutive, two-year, terms is allowed under the law.

**How will the Committee be selected?**

The Board will select member of the Committee taking into account the applicant's professional and/or practical experience, the applicant's recognition in or contribution to his/her community, the diversity of experience on the Committee as a whole, and representation on the Committee from various communities within the district. The Board is expected to appoint the new members of the Committee by \_\_\_\_\_, 2023.

**What else should the applicant know?**

Under the provisions of California Education Code Section 35233, a member of the Committee may not have any financial interests in any contracts made with the District during the member's two-year term. Committee members may also be subject to the Political Reform Act of 1974 and its Conflict of Interest Provision. In order to ensure no conflicts of interests exist and ensure transparency of the Committee, members will be required to acknowledge an Ethics Policy and have on file with the District Form 700 (Statement of Economic Interests of the Fair Political Practices Commission).

All committee proceedings will be open to the public and will be subject to the Brown Act. All documents and reports received or published by the Committee will be a matter of public record, and will be made available on the District's web site.

The Board will provide the Committee with administrative support and sufficient resources to publicize the committee reports.

**Where is more information available?**

Please call the Ventura Unified School District at (805) 641-5000 for additional information.

## Ventura Unified School District

### Application for Bond Oversight Committee

The Board of the Ventura Unified School District is establishing a Citizens' Oversight Committee to monitor school construction activities associated with Measure E.

Applicant's Name: \_\_\_\_\_

Home address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Work Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

***Proposition 39 requires that the Committee have at least one member representing each of five categories. Please check all that apply to you.***

1. \_\_\_\_\_ I am active in a business organization representing the business community located within the Ventura Unified School District – Please specify:

\_\_\_\_\_

2. \_\_\_\_\_ I am active in a senior citizen's organization – please specify:

\_\_\_\_\_

3. \_\_\_\_\_ I am a parent or guardian of a child enrolled in the Ventura Unified School District.

4. \_\_\_\_\_ I am active in a parent-teacher organization and a parent or guardian of a child enrolled in Ventura Unified School District – please specify:

\_\_\_\_\_

5. \_\_\_\_\_ I am Active in a bona fide taxpayer's organization. Please specify:

\_\_\_\_\_

Please answer the following questions:

1. Are you an employee of the Ventura Unified School District? YES NO  
*(Note: employees of the District are prohibited by law from being members of the Committee)*
  
2. Are you a vender, contractor or consultant to the Ventura Unified School District? YES NO  
*(Note: vendors, contractors and consultants to the District are prohibited by law from serving on the Committee)*
  
3. Are you able to regularly attend meetings and complete a two-year term as a member of the Committee and refrain from becoming an employee, vendor, contractor or consultant to the District? YES NO
  
4. Will you, to the best of your knowledge, be able to maintain qualification in the membership category previously checked? YES NO

**This completed application must be received no later than 5:00 PM on \_\_\_\_\_, 2023 to:**

\_\_\_\_\_  
255 W. Stanley Ave.  
Ventura, CA 93001

OR

\_\_\_\_\_@venturausd.org

## **DRAFT VUSD Base Staffing 2023-24**

### **TK-5 Elementary**

<b>Function</b>	<b>Role(s)</b>	<b># Months/Days/Hours</b>
Administration	Principal	1.0 FTE, 207 days
Office Staff	School Administrative Assistant (SAA) - Level I	11 months x 8 hrs.
Clerical	Elementary School Services Assistant (ESSA)	185 days x 4 hrs.
Health	Health Technician	185 days x 4 hrs.
Custodial	Custodian	CASBO formula
Supervision	Campus Support Assistant (CSA)	181 days  <300 students = 50 hrs/wk. 300 - 500 students = 75 hrs/wk. >500 students = 90 hrs/wk.
Counseling	<i>Counselor*</i>	<i>185 days*</i>

### **TK-8 Elementary**

<b>Function</b>	<b>Role(s)</b>	<b># Months/Days/Hours</b>
Administration	Principal	1.0 FTE, 210 days
Office Staff	School Administrative Assistant (SAA) - Level II	11 months x 8 hrs.
Clerical	Elementary School Services Assistant (ESSA)	185 days x 4 hrs.
Health	Health Technician	185 days x 4 hrs.
Custodial	Custodian	CASBO formula
Supervision	Campus Support Assistant (CSA)	181 days  <300 students = 50 hrs/wk. 300 - 500 students = 75 hrs/wk. >500 students = 90 hrs/wk.
Counseling	<i>Counselor*</i>	<i>1.0 FTE x 185 days*</i>

## Comprehensive 6-8 Middle School

Function	Role(s)	# Months/Days/Hours
Administration	Principal Assistant Principal(s)	1.0 Principal, 219 days  <u>Assistant Principal Formula (210 days):</u> <600 students = 1.5 AP's <800 students = 2.0 AP's <1200 students = 2.5 AP's <1400 students = 3.0 AP's
Office Staff	School Administrative Assistant (SAA) - Level III	215 days x 8.0 hours
Clerical	School Support Sec Attendance Assistant Office Assistant (OA)	215 days x 8 hours 215 days x 8 hours 215 days  <u>OA Formula</u> <1000 students = 6 hours 1000+ students = 8 hours
Health	Health Technician	185 days x 5.50 hours
Custodial	Head Custodian I Custodian	12 mos x 8 hours CASBO formula
Supervision	Campus Supervisor	1 FTE = 181 days x 8 hours <650 students = 1.00 FTE 650-799 students = 1.50 FTE 800-999 students = 1.75 FTE 1000+ students = 2.00 FTE
Counseling	Counselors (Non-SAP)	<u>Counseling Contract Formula (190 days):</u> 520-550 students = 1.0 Counselor 780-825 students = 1.5 Counselors 1040-1100 students = 2.0 Counselors 1300-1375 students = 2.5 Counselors
Library/Media Center	Teacher Librarian	1 FTE Teacher Librarian = 195 days

## Comprehensive (and Magnet) High School

Function	Role(s)	# Months/Days/Hours
Administration	Principal  Assistant Principal(s)	1.0 Principal, @ 225 days  <u>Assistant Principal Formula (210/220 days):</u> <1200 students = 2.0 AP's <1600 students = 2.5 AP's <2100 students = 3.0 AP's <2400 students = 3.5 AP's
Office Staff	School Administrative Assistant (SAA) - Level III	230 days x 8 hours
Clerical	School Support Sec ASB Accounting Tech Office Assistant Student Data Tech Senior Office Asst (SOA)  Attendance Assistant Library Technician	11 mos x 8 hours for each AP 11 mos x 8 hours 215 days x 8 hours 215 days x 8 hours (SOA) Formula 11 mos x 8 hrs 1000 students = 1.00 FTE 1250 students = 1.50 FTE 1500 students = 2.00 FTE 1750 students = 2.50 FTE 2000 students = 3.00 FTE  BHS & VHS 2.0 FTE = 190 days x 8 hours 11 mos x 8 hours
Health	Health Technician	185 days x 8.00 hours
Custodial	Head/Lead Custodian  Custodian	2.0 FTE (BHS & VHS) 12 mos x 8 hrs 1.0 FTE (FTHS) 12 mos x 8 hrs  CASBO formula
Supervision	Campus Supervisor	1 FTE = 181 days x 8 hours  1000 students = 2.00 FTE (FTHS)  <u>BHS &amp; VHS</u> <1800 students = 4.50 FTE 1800-1899 students = 4.75 FTE 1900-1999 students = 5.00 FTE 2000-2199 students = 5.50 FTE 2200+ students = 5.75 FTE
Locker Room	Athletic Equipment Attendant/Custodian	12 mos x 8 hours

	PE Equipment Attendant	181 days x 6 hours* *at BHS & VHS
Counseling	Counselors (Non-SAP, Non UC/CSU A-G)	<u>Counseling Contract Ratio (195 days):</u> 370-420 students = 1.0 Counselor 555-630 students = 1.5 Counselors 740-840 students = 2.0 Counselors 925-1050 students = 2.5 Counselors 1110-1260 students = 3.0 Counselors 1295-1470 students = 3.5 Counselors 1480-1665 students = 4.0 Counselors 1665-1850 students = 4.5 Counselors 1850-2035 students = 5.0 Counselors 2035-2220 students = 5.5 Counselors 2220-2520 students = 6.0 Counselors
Athletics	Athletic Director	1.0 @ VHS & BHS, includes ISPE Management .83 @ FTHS*  *Note: FTHS AD may choose to increase to 1.0 FTE w/ ISPE management
Library	Teacher Librarian	1 FTE Teacher Librarian @ VHS & BHS = 195 days 1 FTE Teacher Specialist @ FTHS = 185 days