



# February 7, 2023

## Board of Education Meeting Agenda

### BOARD OF EDUCATION

Mrs. Sabrena Rodriguez– President  
Dr. Jerry Dannenberg – Vice President  
Mrs. Amy Callahan  
Mr. Calvin Peterson  
Mr. James Forsythe

### SUPERINTENDENT & CLERK OF THE BOARD

Dr. Antonio Castro

**For the future of every student**

**WELCOME TO THE**  
**VENTURA UNIFIED SCHOOL DISTRICT**  
**BOARD OF EDUCATION MEETING**

The Board of Education holds their meetings on the second and fourth Tuesdays of each month at 7:00 p.m. unless otherwise noticed.

The Board may consider and act on an agenda item in a different order or an item may be considered earlier or later than the estimated time. Additionally, discussion of the agenda items may be postponed to a future meeting.

Any individual with a disability, who requires reasonable accommodation to participate in a Board meeting, may request assistance by contacting the Superintendent's Office, 255 W. Stanley Ave., Suite 100, Ventura, CA 93001; (805) 641-5000 ext. 1014, fax (805) 653-7855.

**POSTING INFORMATION**

The agenda for regularly scheduled Board meetings will be posted 72 hours prior to the meeting. The agenda for the special board meetings will be posted 24 hours in advance. The Board of Education Agenda is posted at the following locations:

- Ventura Unified School District, Education Service Center (Always)  
255 W. Stanley Avenue, Suite 100, Ventura, CA, (Guard shack)  
*This serves as the main posting location pursuant to the Brown Act,  
Government Code §54954.2(a)*
- District Webpage: <https://www.venturausd.org/about/board-agendasminutes>
- Ventura Adult and Continuing Education (Main Entrance)  
5200 Valentine Road, Ventura, CA



**AGENDA**  
**BOARD OF EDUCATION REGULAR MEETING**  
**VENTURA UNIFIED SCHOOL DISTRICT**  
**Tuesday, February 7, 2023**  
Ventura Unified School District  
ESC - Board Room  
255 W. Stanley Ave. Suite 100  
Ventura, CA 93001

1. **OPENING PROCEDURE - Board Room- 5:30 p.m.**  
Streaming: <https://www.youtube.com/@VenturaUnifiedSchoolDistrict/streams>
  
2. **Call to Order**
  
3. **Adoption of Agenda**  
Moved:  
Seconded:  
  
ROLL CALL VOTE:  
Forsythe\_\_\_, Peterson\_\_\_, Callahan \_\_\_\_, Dannenberg\_\_\_, Rodriguez \_\_\_
  
4. **Public Comment on Closed Session Items**
  
5. **Motion to go to Closed Session**  
Moved:  
Seconded:  
  
ROLL CALL VOTE:  
Forsythe\_\_\_, Peterson\_\_\_, Callahan \_\_\_\_, Dannenberg\_\_\_, Rodriguez \_\_\_
  
6. **CLOSED SESSION**  
6.a Public Employee Discipline/Dismissal/Release, Pursuant to Government Code Section 54957(b)
  
7. **REGULAR SESSION - Board Room - 7:00 p.m.**
  
8. **Pledge of Allegiance**  
8.a Acknowledgement of Black History Month
  
9. **Roll Call:**  
Sabrena Rodriguez, President \_\_\_\_, Dr. Jerry Dannenberg, Vice-President \_\_\_\_, Amy Callahan \_\_\_\_, Calvin Peterson\_\_\_, James Forsythe\_\_\_, Dr. Antonio Castro \_\_\_\_, Nathan Arthur (BHS) \_\_\_\_, Gino Caceres (PHS) \_\_\_\_, Mateo Navarro (VHS) \_\_\_

## 10. Report of Actions Taken in Closed Session

## 11. Superintendent's Report

- Good News
  - Gratitude Awards
- Student Board Reports
  - Nathan Arthur - BHS
  - Gino Caceres - PHS
  - Mateo Navarro - VHS

## 12. Correspondence

- 12.a [Ventura County Office of Education](#)  
2022-23 First Interim - Positive Certification

## 13. Public Comments

Public comments are welcome and encouraged by the Board within reasonable meeting time considerations in order to conduct the District's business. During this time, the President of the Board may acknowledge visitors' requests to speak on a topic not on the regular Board agenda. Persons wishing to address the Board should complete a "speaker form" and turn it into the recording secretary. Individual speakers shall be allowed three minutes on any agenda item with a cumulative total of five minutes for all agenda items. The Board may limit the total time for public input on each item to 20 minutes. Also, speakers will not be allowed to give their time to other speakers. The Board is prohibited from taking action on any item that is not part of the printed and published agenda. Any individual with a disability, who requires reasonable accommodation to participate in a Board meeting, may request assistance by contacting the Superintendent's Office, 255 W. Stanley Ave., Suite100, Ventura, CA 93001; (805) 641-5000 ext. 1014, fax (805) 653-7855.

## 14. ACTION ITEMS

- 14.a [Request for Consideration of Two New Courses: CTE Leadership/Internship Directed Studies and CTE CAP Organic Farm to Fork](#)  
Educational Services is requesting approval of the attached courses.

Moved:

Seconded:

ROLL CALL VOTE:

Forsythe\_\_\_, Peterson\_\_\_, Callahan \_\_\_\_, Dannenberg \_\_\_\_, Rodriguez \_\_\_

**Dr. Greg Bayless, Assistant Superintendent, Educational Services; Dr. Rene Rickard, Chief Innovations Officer, Career Technical Education; Mr. Joe Bova, Principal on Special Assignment, Career Technical Education**

14.b [Request for Consideration of New Course: CTE Capstone Commercial Photography \(First Reading\)](#)

Educational Services is requesting consideration of the attached course.

Moved:  
Seconded:

ROLL CALL VOTE:

Forsythe\_\_\_, Peterson\_\_\_, Callahan \_\_\_\_, Dannenberg\_\_\_, Rodriguez \_\_\_

**Dr. Greg Bayless, Assistant Superintendent,; Dr. Rene Rickard, Chief Innovations Officer, Career Technical Education**

14.c [Consideration of Resolution No. 23-05, Resolution of the Board of Education of the Ventura Unified School District Formally Approving Joining California Schools Employee Benefits Organization \(CSEBO\) as a New Member \(First Reading\)](#)

The VUSD Board of Education, previously approved exiting the Gold Coast Joint Benefits Trust as part of the recent negotiations settlement. A Resolution to officially join California Schools Employee Benefits Organization (CSEBO) is attached for your consideration. The resolution will then be heard at the subsequent CSEBO board meeting to approve VUSD's participation.

It is recommended the Board of Education approve Resolution No. 23-05, Resolution of the Board of Education of the Ventura Unified School District Formally Approving Joining California Schools Employee Benefits Organization (CSEBO) as a New Member, as submitted.

Moved:  
Seconded:

ROLL CALL VOTE:

Forsythe \_\_\_\_, Peterson \_\_\_\_, Callahan \_\_\_\_, Dannenberg \_\_\_\_, Rodriguez \_\_\_\_

**Ms. Gina Wolowicz, Assistant Superintendent, Human Resources; Mr. Eric Reynolds, Director, Risk Management**

14.d [Ventura Unified School District \(VUSD\) and Ventura Unified Education Association \(VUEA\) Memorandum of Understanding \(MOU\) , 2023 Summer School and 2023 Extended School Year Programs](#)

Consideration for approval of the attached VUSD and VUEA Memorandum of Understanding (MOU) - 2023 Summer School and 2023 Extended School Year Programs

Moved:  
Seconded:

ROLL CALL VOTE

Forsythe\_\_\_, Peterson\_\_\_, Callahan \_\_\_\_, Dannenberg\_\_\_, Rodriguez \_\_\_

**Ms. Gina Wolowicz, Assistant Superintendent, Human Resources**

14.e [Ventura Unified School District \(VUSD\) and Ventura Educational Support Professional \(VESPA\) Memorandum of Understanding \(MOU\) , 2023 Summer School and 2023 Extended School Year Programs](#)

Consideration for approval of the attached VUSD and VESPA Memorandum of Understanding (MOU) - 2023 Summer School and 2023 Extended School Year Programs

Moved:  
Seconded:

ROLL CALL VOTE:

Forsythe\_\_\_, Peterson\_\_\_, Callahan \_\_\_\_, Dannenberg\_\_\_, Rodriguez \_\_\_

**Ms. Gina Wolowicz, Assistant Superintendent, Human Resources**

14.f [Certification of Signatures \(Amended\)](#)

The District at its annual organizational meeting on December 13, 2022, certified the signatures of the agents authorized to sign orders, warrants, contracts, documents, etc. for submission to the County Superintendent of Schools. Staff and/or organizational changes taking place during the year must be approved at the time and submitted to the School Business and Advisory Services at the Ventura County Office of Education. It is recommended the Board certify the signature of Mr. Ahsan Mirza, new Assistant Superintendent, Business Services, and authorize him to sign specific documents as listed on the attached document for the period February 7, 2023 through December 31, 2023.

Moved:  
Seconded:

ROLL CALL VOTE:

Forsythe \_\_\_\_, Peterson \_\_\_\_, Callahan \_\_\_\_, Dannenberg \_\_\_\_, Rodriguez \_\_\_

**Dr. Antonio Castro, Superintendent**

14.g [Ballot for California School Board Association \(CSBA\) Delegate Assembly \(First Reading\)](#)

Election of Representative's to the 2023 CSBA's Delegate Assembly will be accepted until March 15, 2023. The Board as a whole may vote for up to the number of vacancies (one) in the region or subregion as indicated below:

This is the time that the Board of Education will cast its vote for no more than one candidate as representatives to the CSBA Delegate Assembly from Subregion 11-B.

- Rebecca "Beckie" Cramer (Pleasant Valley SD)

Moved:  
Seconded:

ROLL CALL VOTE:

Forsythe\_\_\_, Peterson\_\_\_, Callahan\_\_\_, Dannenberg\_\_\_, Rodriguez\_\_\_

**Dr. Antonio Castro, Superintendent**

14.h [Consideration of Resolution No. 23-04, Continuing Board of Trustees Authority to Hold Virtual Meetings Pursuant to AB 361](#)

Resolution No. 23-04 Continuing Board of Trustees Authority to Hold Virtual Meetings Pursuant to AB 361, is attached for your consideration and approval.

Moved:  
Seconded:

ROLL CALL VOTE:

Forsythe\_\_\_ Peterson\_\_\_, Callahan \_\_\_\_, Dannenberg\_\_\_, Rodriguez \_\_\_

**Dr. Antonio Castro, Superintendent**

**15. CONFERENCE - EDUCATIONAL SERVICES**

15.a [Dashboard Data Update](#)

Staff will present data on the California Dashboard.

**Dr. Greg Bayless, Assistant Superintendent, Educational Services**

**CONSENT CALENDAR**

It is recommended that the department item numbers **16 to 21** below be approved as presented. All items listed under consent are considered to be routine and may be enacted by approval of a single motion. There will be no separate discussion of these items; however, any item may be removed from the consent agenda upon request of any member of the Board and acted upon separately.

Moved:  
Seconded:

ROLL CALL VOTE:

Forsythe\_\_\_, Peterson\_\_\_, Callahan \_\_\_\_, Dannenberg\_\_\_, Rodriguez \_\_\_

**16. CONSENT- EDUCATIONAL SERVICES**

16.a [Overnight, Out of the Tri-County and Ratification Field Trips](#)

Ratification of the Superintendent's approval for students from **Ventura High School boys wrestling team** to travel out of the tri-county to a **Wrestling Competition** on January 21, 2023 is requested. This event was held at **Hillcrest High School, Riverside, CA**, Riverside County. Fourteen students and two chaperones attended. **At least one teacher or other certificated personnel accompanied students on this trip according to Administrative Regulation 6153.** Transportation was provided by district vehicles. All required paperwork was on file at the school before departure.

Ratification of the Superintendent's approval for students from **Ventura Unified High Schools** to travel out of the tri-county to attend the Cal Poly United by Excellence field trip recommended by the African American Parent Council on February 3, 2023 is requested. This event was held at **California Polytechnic State University, San Luis Obispo, CA**, San Luis Obispo County. Thirty students and four chaperones attended. **At least one teacher or other certificated personnel accompanied students on this trip according to Administrative Regulation 6153.** Transportation was provided by district vehicles. All required paperwork was on file at the school before departure.

Ratification of the Superintendent's approval for students from **Buena High School AVID class** to travel out of the tri-county to visit a **University** on February 6, 2023 is requested. This event was held at the **University of California, Riverside, in Riverside, CA**, Riverside County. Fifty students and five chaperones attended. **At least one teacher or other certificated personnel shall accompany students on all trips according to Administrative Regulation 6153.** Transportation was provided by district vehicles. All required paperwork will be on file at the school before departure.

**Ventura High School** is requesting permission to send students from their **music classes** to travel overnight and out of the tri-county to the **All State Music Event** to be held at **Fresno Convention Center in Fresno, CA**, Fresno County. The trip will take place on February 15-19, 2023. Board approval is requested to send eighteen students and two chaperones to this field trip. **At least one teacher or other certificated personnel shall accompany students on all trips according to Administrative Regulation 6153.** Transportation will be provided by charter bus. All required paperwork will be on file at the school before departure.

**Cabrillo Middle School** is requesting permission to send students from their **music classes** to travel overnight and out of the tri-county to the **All State Music Event** to be held at **Fresno Convention Center in Fresno, CA**, Fresno County. The trip will take place on February 16-19, 2023. Board approval is requested to send five students and one chaperone to this field trip. **At least one teacher or other certificated personnel shall accompany students on all trips according to Administrative Regulation 6153.** Transportation will be provided by charter bus. All required paperwork will be on file at the school before departure.

**Dr. Greg Bayless, Assistant Superintendent, Educational Services**

17. **CONSENT - HUMAN RESOURCES - Certificated**

17.a [Ratification of Administration's Approval of Employment and Reemployment of Certificated Personnel for the 2022-23 School Year](#)

It is recommended that the Board of Education ratify the administration's approval to employ the individuals on the attached list for certificated positions as indicated. All will have temporary status unless otherwise noted.

**Ms. Gina Wolowicz, Assistant Superintendent, Human Resources**

- 17.b [Ratification of Administration's Approval of Miscellaneous & Part-Time Certificated Assignments for the 2022-23 School Year](#)  
Ratification of administration's approval of miscellaneous and part-time certificated assignments on the attached list.  
**Ms. Gina Wolowicz, Assistant Superintendent, Human Resources**
- 17.c [Ratification of Administration's Approval of Resignations, Retirements and Release for Certificated Personnel for the 2022-23 School Year](#)  
Ratification of administration's approval of resignations, retirements and release for certificated personnel on the attached list.  
**Ms. Gina Wolowicz, Assistant Superintendent, Human Resources**
- 17.d [Ratification of Administration's Approval for Leave of Absence for Certificated Personnel for the 2022-23 School Year](#)  
Ratification of administration's approval for leave of absence for certificated personnel on the attached list.  
**Ms. Gina Wolowicz, Assistant Superintendent, Human Resources**

**18. CONSENT - HUMAN RESOURCES - Classified**

- 18.a [Classified Personnel Changes](#)  
The Personnel Commission approved the attached list of Classified Personnel Changes at its January 18, 2023 meeting. It is recommended that the Board of Education approve the changes at this time.  
**Ms. Andrea Crouch, Director of Classified Human Resources**
- 18.b [Classified Position Changes](#)  
Based on staffing needed to best meet the needs of our students and the services provided by the District, the following position changes are needed; see attached list. Note: Position(s) being reduced or abolished are currently vacant, and no action is required to issue a layoff notice. An incumbent will not be affected as a result of the change. It is requested that the Board of Education approve the attached Classified position changes for the 2022-2023 fiscal year.  
  
**Ms. Andrea Crouch, Director of Classified Human Resources**

**19. CONSENT - BUSINESS SERVICES**

- 19.a [Notice of Completion for C6-23 #1 Roofing at Various Sites - Cabrillo and Juanamaria](#)  
This contract was awarded to Commercial Roofing in the amount of \$500,530.00. Change Orders have increased this amount to \$525,565.16. This contract has been completed, inspected and found satisfactory. It is recommended that the board approve the filing of the above notice of completion with the County Superintendent of Schools.  
  
Approval of the attached item is requested at this time.  
  
**Mr. Ahsan Mirza, Assistant Superintendent, Business Services; Ms. Terri Allison, Director, Facilities**

19.b [Award of Bid C2-24 Juanamaria HVAC](#)

The bid opened on January 19, 2023. A bid was received from five (5) contractors. A recapitulation is provided below:

BIDDER	BID
AP Construction	\$1,896,000.00
Pardess Air	\$2,080,000.00
Smith Mechanical	\$2,280,300.00
Ardalan Construction	\$2,542,000.00
Waisman Construction	\$2,623,000.00

Approval is requested to award C2-24 Juanamaria HVAC to the lowest responsive, responsible bidder, AP Construction, in the amount of \$1,896,000.00.

**Mr. Ahsan Mirza, Assistant Superintendent, Business Services; Ms. Terri Allison, Director, Facilities**

19.c [Ratification of Change Order #5, C1-23 Mound Fire Reconstruction](#)

The following change orders are related to current or continuing projects throughout the District. Additional details for each change order request are attached.

Project	C/O#	Vendor	Total Add'l Cost	Total Project Cost
Mound Fire Reconstruction	5	Ardalan Construction	\$13,766.52	\$1,455,953,43

Ratification of the listed change orders are requested at this time.

**Mr. Ahsan Mirza, Assistant Superintendent, Business Services; Ms. Terri Allison, Director, Facilities**

19.d [Ratification of Purchase Orders and Contracts](#)

Purchase orders are presented to the Board for ratification on a regular basis to ensure that they are ratified in a timely manner. Purchase orders have been processed and approved in accordance with applicable regulations, approved by the department administrator as a necessary expense for the instruction or support program(s), and the availability of funds and allowability of expenditures is verified before purchase orders may be issued.

New contracts are issued under action items before issuing and creating ratification item per Board request. Ratification of the attached purchase orders and changes is requested.

Period: January 1 to January 31, 2023

Purchase Orders:	\$2,124,151.92
Change Orders:	\$518,839.52
<b>Grand Total:</b>	<b>\$2,642,991.44</b>

**Mr. Ahsan Mirza, Assistant Superintendent, Business Services; Ms. Anna Campbell, Director, Fiscal Services**

19.e [Ratification of Check Payments](#)

Check payments are presented to the Board for ratification on a regular basis to ensure that they are ratified in a timely manner. Check payments have been processed and approved in accordance with applicable regulations, processed against previously ratified purchase orders and/or appropriate accounting processes. Any payment item that reaches audit thresholds undergoes additional review and approval by VCOE before any payments can be processed. Ratification of the attached check payment list is requested.

Period: January 1 to January 31, 2023

**Mr. Ahsan Mirza, Assistant Superintendent, Business Services; Ms. Anna Campbell, Director, Fiscal Services**

19.f [Donations to Ventura Unified School District and Schools](#)

Donations received by the District from external entities and individuals are presented to the Board for ratification on a regular basis to ensure that they are ratified in a timely manner. Donations must be reviewed and approved by the appropriate school site or receiving department to ensure that the District can meet any compliance or reporting requirements that may be associated with a donation.

It is recommended that the Board accept the attached donations on behalf of the District at this time.

Period: January 1 to January 31, 2023

**Mr. Ahsan Mirza, Assistant Superintendent, Business Services; Ms. Anna Campbell, Director, Fiscal Services**

**20. CONSENT - SUPERINTENDENT**

20.a [Consideration of Board Meeting Minutes](#)

- Regular Board of Education Meeting Minutes for December 13, 2022
- Special Board of Education Meeting Minutes for January 3, 2023
- Regular Board of Education Meeting Minutes for January 10, 2023

**21. BOARD REPORTS**

**22. COMING EVENTS**

**23. FUTURE BOARD ITEMS**

- Special Board Meeting - Budget: February 11
- Special Board Meeting - Good Beginning's Workshop: February 22
- Emergency Preparedness – March 14
- Waiver/Surplus Property
- Academic Interventions
- Bond Updates

**24. BOARD/SUPERINTENDENT COMMENTS - (No official action will be taken)**

**25. CLOSED SESSION**

**26. ADJOURNMENT**

Moved:

Seconded:

ROLL CALL VOTE:

Forsythe \_\_\_\_, Peterson \_\_\_\_, Callahan \_\_\_\_, Dannenberg \_\_\_\_, Rodriguez \_\_\_\_