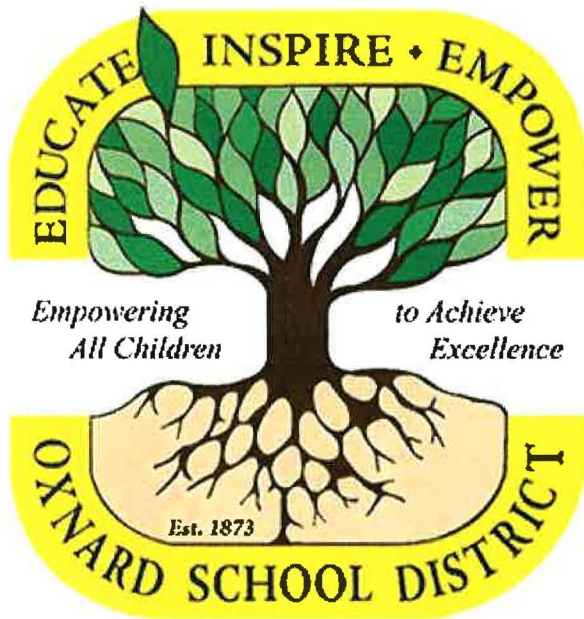


# OXNARD SCHOOL DISTRICT

1051 South "A" Street • Oxnard, California 93030 • 805/385-1501



## BOARD OF TRUSTEES

**Mrs. Veronica Robles-Solis**, President

**Ms. Jarely Lopez**, Clerk

**Ms. Monica Madrigal Lopez**, Member

**Ms. Debra M. Cordes**, Member

## ADMINISTRATION

**Karling Aguilera-Fort, Ed.D.**

District Superintendent

**Dr. Anabolena DeGenna**

Assistant Superintendent,  
Educational Services

**Ms. Valerie Mitchell, MPPA**

Interim Assistant Superintendent,  
Business & Fiscal Services

## MINUTES

### REGULAR BOARD MEETING

Wednesday, September 7, 2022

5:00 PM - Study Session

5:30 PM - Closed Session to Follow

7:00 PM - Return to Regular Board Meeting

**\*NOTE:** In accordance with requirements of the Americans with Disabilities Act and related federal regulations, individuals who require special accommodation, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent's office at least two days before the meeting date.

Persons wishing to address the Board of Trustees on any agenda item may do so by completing a Speaker Request Form and submitting the form to the Assistant Superintendent of Human Resources. The speaker should indicate on the card whether they wish to speak during Public Comment or when a specific agenda item is considered.

Watch the meeting live: [osdtv.oxnardsd.org](https://osdtv.oxnardsd.org)

Broadcasted by Charter Spectrum, Channel 20 &  
Frontier Communications, Channel 37

Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct

September 7, 2022

## **Section A: PRELIMINARY**

### **A.1. Call to Order and Roll Call (5:00 PM)**

Clerk Lopez called the meeting to order at 5:03 p.m.

Present: Trustees Debra Cordes, Monica Madrigal Lopez, and Jarely Lopez. Also in attendance were Superintendent Karling Aguilera-Fort, Associate Superintendent Anabolena DeGenna, Interim Assistant Superintendent Valerie Mitchell, and Executive Assistant Lydia Lugo Dominguez.

### **A.2. Pledge of Allegiance to the Flag**

Celeste Arias, 8th grade student at Lemonwood School, led the audience in the Pledge of Allegiance.

### **A.3. District's Vision and Mission Statement**

Emma Gomez, 8th grade student at Lemonwood School, read the district's Vision and Mission Statement in English. Alejandro Castillo, 6th grade student at Lemonwood School, read the district's Vision and Mission Statement in Spanish.

### **A.4. Presentation by Lemonwood School**

Ms. Allison Cordes, Principal, provided a presentation about Lemonwood School.

### **A.5. Adoption of Agenda (Superintendent)**

The agenda was adopted as presented.

Motion #22-33 Adoption of Agenda as Presented

Mover: Debra Cordes

Secunder: Monica Madrigal Lopez

Moved To: Adopt

Ayes: 3 - Debra Cordes, Monica Madrigal Lopez, Jarely Lopez

Absent: 1 - Veronica Robles-Solis

Motion Result: Passed

### **A.6. Study Session - Oxnard School District 2021/2022 Year-end Unaudited Actual Financial Report (Mitchell/Crandall Plasencia)**

Ms. Valerie Mitchell, Interim Assistant Superintendent, Business & Fiscal Services, and Ms. Mary Crandall Plasencia, Director of Finance, provided a presentation regarding the Oxnard School District 2021/2022 Year-end Unaudited Actual Financial information. The document is included in the Consent section of the meeting for the Board's consideration.

### **A.7. Closed Session – Public Participation/Comment (Limit three minutes per person per topic)**

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**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

There were no comments.

**A.8. Closed Session**

The Board convened to closed session at 5:54 p.m. to consider the following items:

1. Pursuant to Section 54956.9 of Government Code:

Conference with Legal Counsel

- Existing Litigation:

- Oxnard School District et al. Central District No. CV-04304-JAK-FFM  
OAH Case No. 2022050478

- Anticipated Litigation:

- Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: 1 case

2. Pursuant to Sections 54957.6 and 3549.1 of the Government Code:

Conference with Labor Negotiator:

Agency Negotiators: OSD Assistant Superintendent, Human Resources,  
and Garcia Hernandez & Sawhney, LLP

Association(s): OEA, CSEA, OSSA; and All Unrepresented Personnel-  
Administrators, Classified Management, Confidential

3. Pursuant to Section 54957 of the Government Code the Board will consider  
personnel matters, including:

- Public Employee(s) Discipline/Dismissal/Release

**A.9. Reconvene to Open Session (7:00 PM)**

The Board reconvened to open session at 7:04 p.m.

**A.10. Report Out of Closed Session**

Clerk Lopez reported on the following action taken in closed session:

Motion #22-34 Approval of Settlement Agreement - OAH Case # 2022050478

Mover: Debra Cordes

Secunder: Monica Madrigal Lopez

Moved To: Approve

Ayes: 3 - Debra Cordes, Monica Madrigal Lopez, Jarely Lopez

Absent: 1 - Veronica Robles-Solis

Motion Result: Passed

**A.11. Introduction of Newly Appointed Oxnard School District Administrators (Aguilera-Fort)**

Superintendent Aguilera-Fort introduced the Board of Trustees to newly appointed  
administrators: Mr. Javier Tapia, Principal at Driffill School; Mr. Genaro Magaña,

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Interim Principal at Lopez Academy; and Dr. Scott Carroll, Director, Certificated Human Resources.

## **Section B: PUBLIC COMMENT/HEARINGS**

### **B.1. Public Comment (3 minutes per speaker) / Comentarios del Público (3 minutos por cada ponente)**

There were no comments.

## **Section C: CONSENT AGENDA**

The consent agenda was approved as presented.

Motion #22-35 Approval of Consent Agenda as Presented

Mover: Debra Cordes

Seconder: Monica Madrigal Lopez

Moved To: Approve

Ayes: 3 - Debra Cordes, Monica Madrigal Lopez, Jarely Lopez

Absent: 1 - Veronica Robles-Solis

Motion Result: Passed

### **C.1. Approval of Notice to Set Public Hearing to Determine Sufficient Textbooks or Instructional Materials for 2022-2023 (DeGenna/Thomas)**

As presented.

### **C.2. Approval of the Oxnard School District 2021/2022 Year-end Unaudited Actual Financial Report (Mitchell/Crandall Plasencia)**

As presented.

### **C.3. Adoption of Resolution #22-06: Adoption of Appropriations Limit (GANN) & Appropriations Subject to the Limit for 2021/2022 and 2022/2023 (Mitchell/Crandall Plasencia)**

As presented.

### **C.4. Approval of Purchase Order/Draft Payment Report #22-01 (Mitchell /Franz)**

As presented.

### **C.5. Request for Approval of Out of State Conference Attendance (Mitchell/Miller)**

For Sal Gutierrez, Custodial Services Manager, to attend the Worldwide Cleaning Industry Association's (ISSA) Show and Conference in Chicago, IL, October 9-13, 2022, in the amount of \$3,499.00, to be paid out of Routine Restricted Maintenance Funds.

### **C.6. Personnel Actions (Carroll/Torres)**

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Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct

As presented.

**C.7. Establishment of Positions (Carroll/Torres)**

As presented.

**Section C: RATIFICATION OF AGREEMENTS**

**C.8. Ratification of Change Order No. 001 to Amendment #001 to Construction Services Agreement #17-158 with Balfour Beatty Construction LLC for the Rose Avenue ES Reconstruction Project (Mitchell/Miller/CFW)**

To increase the contract amount of the negotiated GMP by \$234,166.40 and add an additional 40 days to the contract, to be paid out of the Master Construct and Implementation Funds within the approved project budget.

**C.9. Ratification of Agreement/MOU #22-134 - Ventura County Office of Education (DeGenna/Nocero)**

To provide training, coaching, and the coordination of integrated services between Oxnard School District (OSD), Ventura County Behavioral Health, and community-based agencies, July 1, 2022 through June 30, 2025, OSD to receive \$168,339.90 annually for services outlined in this Agreement/MOU.

**C.10. Ratification of Agreement #22-135 – Catalyst Family Inc. dba/Catalyst Kids (DeGenna/Shea/Valdes)**

To provide an afterschool program for students in Kindergarten and Transitional Kindergarten at four school sites, August 17, 2022 through June 16, 2023, in the amount of \$427,468.51, to be paid out of ELOP Funds.

**Section D: ACTION ITEMS**

**D.1. Approval of Certificated Substitute Incentive Plan for the 2022-2023 School Year (Carroll)**

Dr. Scott Carroll, Director, Certificated Human Resources, recommended the Board's approval of the Certificated Substitute Incentive Plan for the 2022-23 school year, as presented.

Motion #22-36 Approval of Certificated Substitute Incentive Plan for the 2022-2023 School Year

Mover: Debra Cordes

Seconder: Monica Madrigal Lopez

Moved To: Approve

Ayes: 3 - Debra Cordes, Monica Madrigal Lopez, Jarely Lopez

Absent: 1 - Veronica Robles-Solis

Motion Result: Passed

**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

**D.2. Approval of Revised Substitute/Extra Help Certificated Employees' Pay (Carroll)**

Dr. Scott Carroll, Director, Certificated Human Resources, recommended the Board's approval of the Revised Substitute/Extra Help Certificated Employees' Pay, as presented.

Motion #22-37 Approval of Revised Substitute/Extra Help Certificated Employees' Pay

Mover: Monica Madrigal Lopez

Seconder: Debra Cordes

Moved To: Approve

Ayes: 3 - Debra Cordes, Monica Madrigal Lopez, Jarely Lopez

Absent: 1 - Veronica Robles-Solis

Motion Result: Passed

**D.3. Approval of Summer 2022 Substitute Teacher Pay Schedule (Carroll)**

Dr. Scott Carroll, Director, Certificated Human Resources, recommended the Board's approval of the Summer 2022 Substitute Teacher Pay Schedule, as presented.

Motion #22-38 Approval of Summer 2022 Substitute Teacher Pay Schedule

Mover: Debra Cordes

Seconder: Monica Madrigal Lopez

Moved To: Approve

Ayes: 3 - Debra Cordes, Monica Madrigal Lopez, Jarely Lopez

Absent: 1 - Veronica Robles-Solis

Motion Result: Passed

**D.4. Approval of a Provisional Internship Permit in Special Education, Mild to Moderate, for the 2022-23 School Year for Rury Olivares (Carroll)**

Dr. Scott Carroll, Director, Certificated Human Resources, recommended the Board's approval of a Provisional Internship Permit in Special Education, Mild to Moderate, for the 2022-23 School Year for Rury Olivares, as presented.

Motion #22-39 Approval of a Provisional Internship Permit in Special Education, Mild to Moderate, for the 2022-23 School Year for Rury Olivares

Mover: Monica Madrigal Lopez

Seconder: Debra Cordes

Moved To: Approve

Ayes: 3 - Debra Cordes, Monica Madrigal Lopez, Jarely Lopez

Absent: 1 - Veronica Robles-Solis

Motion Result: Passed

**D.5. Approval of a Variable Term Service Waiver in Speech Language Pathology for Olivia Starks for the 2022-23 School Year (Carroll)**

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**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

Dr. Scott Carroll, Director, Certificated Human Resources, recommended the Board's approval of a Variable Term Service Waiver in Speech Language Pathology for Olivia Starks for the 2022-23 School Year, as presented.

Motion #22-40 Approval of a Variable Term Service Waiver in Speech Language Pathology for Olivia Starks for the 2022-23 School Year

Mover: Monica Madrigal Lopez

Secunder: Debra Cordes

Moved To: Approve

Ayes: 3 - Debra Cordes, Monica Madrigal Lopez, Jarely Lopez

Absent: 1 - Veronica Robles-Solis

Motion Result: Passed

**D.6. Approval of Variable Term Waiver: Pupil Personnel Services Credential, School Counseling for Heather Brown to Serve as Program Specialist: Behavior for the 2022-2023 School Year (Carroll)**

Dr. Scott Carroll, Director, Certificated Human Resources, recommended the Board's approval of a Variable Term Waiver: Pupil Personnel Services Credential, School Counseling for Heather Brown to Serve as Program Specialist: Behavior for the 2022-2023 School Year, as presented.

Motion #22-41 Approval of Variable Term Waiver: Pupil Personnel Services Credential, School Counseling for Heather Brown to Serve as Program Specialist: Behavior for the 2022-2023 School Year

Mover: Monica Madrigal Lopez

Secunder: Debra Cordes

Moved To: Approve

Ayes: 3 - Debra Cordes, Monica Madrigal Lopez, Jarely Lopez

Absent: 1 - Veronica Robles-Solis

Motion Result: Passed

**D.7. Consideration and Determination of a Method for Filling the Vacancy on the Board of Trustees (Aguilera-Fort)**

Dr. Karling Aguilera-Fort, Superintendent, recommended that the Board of Trustees make a determination regarding the following two options for filling the existing Board vacancy, and direct staff to proceed with the selected option.

- Option 1: Authorize an election to elect a new trustee who will serve for the remainder of Trustee Katalina Martinez's term.
- Option 2: Make a provisional appointment of a trustee who will serve the remainder of Trustee Katalina Martinez's term.

Following discussion, it was decided to go with Option 2: make a provisional appointment of a trustee who will serve the remainder of Trustee Katalina Martinez's term.

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**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

Motion #22-42 Approval to Make a Provisional Appointment of a Trustee to Serve the Remainder of Trustee Katalina Martinez's Term

Mover: Monica Madrigal Lopez

Second: Debra Cordes

Moved To: Approve

Ayes: 3 - Debra Cordes, Monica Madrigal Lopez, Jarely Lopez

Absent: 1 - Veronica Robles-Solis

Motion Result: Passed

## **Section E: APPROVAL OF MINUTES**

### **E.1. Approval of Minutes (Aguilera-Fort)**

The Board approved minutes of Board meetings as presented:

- August 24, 2022 Regular Board Meeting

Motion #22-43 Approval of Minutes of Board Meetings as Presented – August 24, 2022 Regular Meeting

Mover: Debra Cordes

Second: Monica Madrigal Lopez

Moved To: Approve

Ayes: 3 - Debra Cordes, Monica Madrigal Lopez, Jarely Lopez

Absent: 1 - Veronica Robles-Solis

Motion Result: Passed

## **Section F: BOARD POLICIES**

### **F.1. First Reading of Board Policy BP 5131 Conduct (DeGenna/Nocero)**

Dr. Ana DeGenna, Associate Superintendent, Educational Services, presented Board Policy BP 5131 Conduct for First Reading. The policy will be presented for Second Reading and Adoption at the September 21, 2022 Regular Board Meeting.

### **F.2. First Reading of Board Policy BP 5145.12 Search and Seizure (DeGenna/Nocero)**

Dr. Ana DeGenna, Associate Superintendent, Educational Services, presented Board Policy BP 5145.12 Search and Seizure for First Reading. The policy will be presented for Second Reading and Adoption at the September 21, 2022 Regular Board Meeting.

## **Section G: CONCLUSION**

### **G.1. Superintendent's Report (3 minutes)**

Dr. Aguilera-Fort

- OSD Student Profile

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- Back to School Night - Brekke
- Back to School Night - Lopez
- Frank Academy
- Oxnard College President's Advisory Council
- Incident Command System Training
- September - Suicide Prevention Awareness Month
- Patriot Day - September 11

**G.2. Trustees' Announcements (3 minutes each speaker)**

Debra Cordes

- attended Brekke and Lopez Back to School Nights
- attended Labor Day picnic at College Park
- attended event at Oxnard College today as part of Foundation
- wishes Chavez, McKinna and Frank well on their Back to School nights tomorrow
- hopes to see collaboration with colleges continue (interns at schools)
- attended Latino School Boards conference

Monica Madrigal Lopez

- attended Brekke Back to School Night
- thank you to all presenters today
- thank you to all for the work they continue to do

Jarely Lopez

- attended CSBA Equity Network training
- looks forward to all back to school nights

**G.3. ADJOURNMENT**

Clerk Lopez adjourned the meeting at 7:56 p.m.

Motion to adjourn

Mover: Debra Cordes

Secunder: Monica Madrigal Lopez

Moved To: Adjourn

Ayes: 3 - Debra Cordes, Monica Madrigal Lopez, Jarely Lopez

Absent: 1 - Veronica Robles-Solis

Motion Result: Passed

Karling Aguilera-Fort, Ed.D.

District Superintendent and  
Secretary to the Board of Trustees

By our signature below, given on this 21st day of September, 2022, the Board of Trustees of the  
Oxnard School District approves the Minutes of the Regular Board Meeting of September 7, 2022, on  
motion by Trustee LOPEZ, seconded by Trustee MADRIGAL LOPEZ.

Signed:

\_\_\_\_\_  
President of the Board of Trustees

\_\_\_\_\_  
Clerk of the Board of Trustees

\_\_\_\_\_  
Member of the Board of Trustees

\_\_\_\_\_  
Member of the Board of Trustees

VACANT

\_\_\_\_\_  
Member of the Board of Trustees