

Regular Board Meeting
September 17, 2014

The Board of Trustees of the Oxnard School District met in regular session at 5:00 p.m. on Wednesday, September 17, 2014, at the Educational Service Center.

CALL TO ORDER

A roll call of the Board was conducted. Present were President Ernest “Mo” Morrison, and Trustees Ana Del Rio-Barba, Albert Duff Sr., Denis O’Leary and Veronica Robles-Solis. Staff members present were District Superintendent Dr. Cesar Morales, Assistant Superintendents Dr. Catherine Kawaguchi, Lisa Cline, Dr. Jesus Vaca; and Sylvia Carabajal, executive assistant.

ROLL CALL

Jazmin Rodriguez, 7th grade student at Haydock Middle School led the audience in the Pledge of Allegiance in English and Spanish.

PLEDGE OF ALLEGIANCE

Principal Dr. Bond, staff and students provided a presentation of what is happening at the Haydock Academy. Following the presentation several students and teachers from Haydock Middle School performed for the Board of Trustees and audience.

HAYDOCK MIDDLE SCHOOL PRESENTATION

Kelly Contreras, 8th grade student read the District’s Vision and Mission Statements in English. Jazmin Rodriguez, 7th grade student read the District’s Vision and Mission Statements in Spanish.

DISTRICT’S MISSION & VISION STATEMENT

A.5 Changes to the agenda were noted:

- Section C – Consent, C.13 Personnel, Certificated: PLEASE ADD: New Hire: Dr. Marlene Breitenbach, Principal, Marshall, August 27, 2014.
- Section C – Consent, C.1 Agreement #14-127 with 2 Teach, LLC was moved to Action Item D.4 for discussion at the request of Trustee Del Rio-Barba.

ADOPTION OF THE AGENDA

On motion by Trustee O’Leary, seconded by Trustee Duff and carried unanimously on a roll call vote of 5-0; the Board adopted the agenda, as amended.

Dr. Lishwara Ryar, Senior Engagement Manager with WestEd presented and provided a proposal for District Assistance and Intervention Team (DAIT) services to the Oxnard School District. Followed by a question and answer session.

STUDY SESSION: PRESENTATION ON DISTRICT ASSISTANCE INTERVENTION TEAM (DAIT) PROVIDERS

Dr. Jane Wagmeister, Executive Director Curriculum & Instruction and Dr. Carlos Dominguez, Director of Curriculum & Instruction with Ventura County Office of Education presented a proposal for District Assistance and Intervention Team (DAIT) services to the Oxnard School District. Followed by a question and answer session.

Jan Leight, Senior Executive with Focus on Results presented and provided a proposal for District Assistance and Intervention Team (DAIT) services to the Oxnard School District. Followed by a question and answer session.

ANNOUNCEMENT PRIOR TO CLOSED SESSION September 17, 2014:

After any public comments on the Closed Session agenda items, the Board will be recessing to Closed Session to consider the following:

No one addressed the Board on the closed session agenda.

PUBLIC COMMENT
CLOSED SESSION

Firstly, for CONFERENCE WITH LEGAL COUNSEL under *Government Code*, Section 54956.9,

▪ ANTICIPATED LITIGATION

Secondly, for CONFERENCE WITH LABOR NEGOTIATORS under *Government Code Sections 54957.6 and 3549.1*.

The District negotiator is the Assistant Superintendent of Human Resources & Support Services and the employee organizations are OEA, OSSA, CSEA: and all unrepresented personnel – administrators, classified management, confidential.

Finally, under *Government Code 54957 and Education Code 44943* for:

- PUBLIC EMPLOYEE(S) DISCIPLINE/DISMISSAL/RELEASE
- PUBLIC EMPLOYEE EVALUATION:
 - District Superintendent

Trustees convened to closed session at 6:50 p.m. until approximately 7:08 p.m. to discuss items on the closed session agenda.

CLOSED SESSION

President Morrison reported the Board took no reportable action during closed session and the Board would be returning to closed session following the regular meeting to complete the items on the closed session agenda.

REPORT ON
CLOSED SESSION

A.11 Dr. Morales presented the following new administrator to the Oxnard School District Board of Trustees: Dr. Andres Duran, Principal at McAuliffe School.

INTRODUCTION OF
NEW
ADMINISTRATOR

B.1 President Morrison read the Rules for Individual Presentations in English and Trustee Robles-Solis read the Spanish version.

RULES FOR
PRESENTATIONS

The following individuals addressed the Board of Trustees:

PUBLIC COMMENT

- Regarding lack of preschool teacher break coverage midpoint during work schedule: Maria Melendez, Mark Love, Ilene Poland and Jabbar Wofford
- Trustee Del Rio-Barba requested the Board discuss the concerns brought forward at some point.

The following items on the consent agenda were approved on motion of Trustee Del Rio-Barba, seconded by Trustee Duff, and carried on a roll call vote of 5-0, as amended.

CONSENT AGENDA
(Motion #14-38)

C.1 Approved the following agreements:

(Agreements)

- #14-124 with CSM Consulting Inc., to provide services relating to E-Rate funds for the 2015-2016 and 2016-2017 filing years; amount not to exceed \$67,000.00, to be paid with General Funds, payment will be from funds recovered from the E-Rate reimbursement;
- #14-125 with Buck Institute for Education, to provide training in Project Based Learning; amount not to exceed \$10,000.00, to be paid with MSAP Funds;

- #14-128 with CDR of Ventura County, Inc., for the purpose of supplying breakfast and lunches to the Head Start Program at Sierra Linda School for the 2014-2015 school year; CDR will reimburse the District for the cost of the meals provided.

C.2 Ratified Agreement #14-126 with Mixteco/Indigena Community Organizing Project (MICOP), to provide occasional necessary translation services between parents and teachers or office staff, be it Mixteco to Spanish or Mixteco to English; amount not to exceed \$50.00 per hour, to be paid with LCFF Funds. (Ratification of Agreement #14-126 - MICOP)

C.3 Approved Resolution #14-10 to establish Special Reserve Fund 170 for premiums collected that can only be used to repair or replace lost or damaged technology equipment. (Approval of Resolution #14-10 To Establish A Special Reserve Fund 170)

C.4 Adopted the Appropriations Limit Resolution #14-11 for 2013-2014 and 2014-2015, as required by law. (Approval of Resolution #14-11: Adoption of Appropriation Limit (GANN) and Appropriations Subject to the Limit for 2013-2014 and 2014-2015)

C.5 Approved the Purchase Order/Draft Payment Report #14-02, as submitted. (Purchase Order/Draft Payment Report #14-02)

C.6 Approved the destruction of records that have reached the end of their hard copy retention period. (Approval of Destruction of Records)

C.7 Approved the Expenditure Transfer Report #13-11, as submitted) (Expenditure Transfer Report #13-11)

C.8 Approved the Expenditure Transfer Report #14-01, as submitted) (Expenditure Transfer Report #14-01)

C.9 Received the information on the district's current November 2006 Bond Budget Report, as of Friday, September 5, 2014. (Report on 2006 Bond Construction Budget)

C.10 Approved the waiver of fees for the Mixteco Indigena Community Organizing Project (MICOP) for the use of Haydock School multipurpose room for food distribution. (Request to Waive Fee for Use of Facilities Permit – MICOP)

C.11 Approved request for Mary Curtis, Director of Curriculum, Instruction & Accountability, Vicky Gonzales, Technology TOSA, Veronica Oros, English Learner Services TOSA and Teresa Guerra, English Learner Services TOSA; to attend the Leaderships and Learning Center Conference “Going Digital and Getting Results”, in Phoenix, AZ, from September 30, 2014 thru October 1, 2014; amount not to exceed \$5,000.00 for travel and lodging plus expenses, to be paid with Title II Funds. (Request for Approval of Out-of-State Conference Attendance – LLC Digital Conference)

C.12 Approved the establishment, abolishment, reduction or increase in hours for classified positions:

(Established/Abolished/
Reduced/Increased
Hours of Positions)

Abolished:

- A five and a half hour, 183 day Instructional Assistant RSP, position number 2379, to be abolished in the Pupil Services department. This position will be abolished due to lack of work.

Increased:

- A five and a half hour, 183 day Paraeducator III, position number 2029, to be increased to five hours and forty five minutes in the Pupil Services department. This position will be increased to meet the needs of our students.
- A five and a half hour, 183 day Paraeducator III, position number 1962, to be increased to five hours and forty five minutes in the Pupil Services department. This position will be increased to meet the needs of our students.
- A five and a half hour, 183 day Paraeducator III, position number 2362, to be increased to five hours and forty five minutes in the Pupil Services department. This position will be increased to meet the needs of our students.

FISCAL IMPACT:

Savings for IA RSP-\$18,927 Special Ed
Cost for Paraeducator III's-\$7,716 Special Ed

C.8 Personnel actions:

(Personnel Actions)

The following certificated individuals to be employed in the capacities and for the terms indicated, their salaries to be determined in accordance with salary regulations of the District:

CERTIFICATED

Name	Position	Effective Date
<u>NEW HIRES</u>		
Randi Culver	Teacher, 4 SEI, Lemonwood	August 27, 2014
Joel Doswell	Teacher, 5 SEI, Marshall	August 28, 2014
Patricia Hamm	Teacher, SDC Pre-K, San Miguel	September 2, 2014
Reema Rana	Teacher, Mathematics, Chavez	August 28, 2014
Elena M. Garcia	Teacher on Special Assignment, Ramona	September 8, 2014
Kimberlee Ramirez	School Counselor, Haydock	September 9, 2014
Liliana Weichold	School Counselor, McKinna	September 9, 2014
Rochelle Rodriguez	School Counselor, McAuliffe	September 9, 2014
Stephanie V. Almstrom	School Counselor, Ritchen	September 9, 2014
Marisela L. Guillen	School Counselor, Drifill	September 9, 2014
Chari Farias	School Counselor, Marina West	September 9, 2014
Viridiana Rodriguez	School Counselor, Fremont	September 10, 2014
Teresa Silvas	School Counselor, Chavez	September 10, 2014
Mayra A. Perez	School Counselor, Rose Avenue	September 10, 2014
Nadia Gutierrez	School Counselor, Elm	September 11, 2014
KerryAnn Schuette	School Counselor, Marshall	September 12, 2014
Claudia Martinez	School Counselor, Ramona	September 15, 2014
Dr. Andres Duran	Principal, McAuliffe	September 22, 2014
Cindy Medrano	Teacher, ELA, Drifill	August 25, 2014
Donna Cowles	Teacher, K Support, Curren	August 18, 2014
Jana Devine	Teacher, 6 SEI/ELM, Kamala	September 15, 2014
Paul Martinez	Teacher, Opportunity, Haydock	September 15, 2014
Juan Navarro	Teacher, 6 SEI/ELM, Frank	September 18, 2014
Nicole Espinoza	Teacher, 5 SEI/ELM, Ramona	September 18, 2014

Intervention Services Provider (less than 20 hours per week not to exceed 75% or 135 days a year)

Teresa Lapata	Brekke School	August 21, 2014
Mary Lang	Brekke School	August 21, 2014
Erin Lynch	Brekke School	August 21, 2014

The following classified individuals to be employed in the capacities and for the terms indicated, their salaries to be determined in accordance with salary regulations of the district, it being understood that substitute classified personnel and regular classified personnel performing substitute duties will be assigned by the administration and paid in accordance with salary regulations governing the specific assignments: CLASSIFIED

Name	Position	Effective Date
<u>New Hire</u>		
Olivares, JoAnn	Intermediate School Secretary (B), Position #6339 Rose Ave. 8.0 hrs./192 days	9/4/2014
<u>Limited Term</u>		
Aguilera, Naomi	Clerical	8/28/2014
Amason, Scarlet	Clerical	8/20/2014
Avalos, Martha P	Clerical & Child Nutrition Worker	8/20/2014
Chinery, Roberta	Clerical	8/19/2014
Coronado, Maria J.	Child Nutrition Worker	8/21/2014
Gonzales, Paulina	Paraeducator	8/26/2014
Hernandez, Lorena	Clerical & Child Nutrition Worker	8/21/2014
Jauregui, Sonia	Paraeducator	8/25/2014
McKenzie, Terri	Clerical	8/11/2014
Olaso, Myrna	Paraeducator	9/3/2014
Pratt, Lynn	Clerical	8/25/2014
Ramirez, Lupe	Clerical	8/25/2014
Rosales, Arcelia	Paraeducator	8/25/2014
Rosene, Sandra	Clerical	8/14/2014
Sanchez, Jamie	Clerical	8/14/2014
Sanchez, Rocio	Clerical & Child Nutrition Worker	8/11/2014
Solorio, Jenifer	Clerical	8/25/2014
Soria, Violet	Clerical	8/13/2014
Trevino, Irene	Clerical	8/12/2014
Weiss, Leslie	Clerical	9/17/2014
<u>Promotion</u>		
Garibay, Luis	Help Desk Support Technician, Position #2899 Information Technology 8.0 hrs./246 days Site Technology Technician, Position #2510 McKinna 8.0 hrs./192 days	9/15/2014
Marin, Maribel	Intermediate School Secretary, Position #6338 Fremont 8.0 hrs./192 days Paraeducator III, Position #2117 Pupil Services 5.5 hrs./183 days	9/5/2014
<u>Increase in Hours</u>		
Barragan, Priscila	Paraeducator III, Position #2552 Pupil Services 5.75 hrs./183 days Paraeducator III, Position #2552 Pupil Services 5.5 hrs./183 days	9/2/2014

Cazares-Flores, Mariella	Paraeducator II (B), Position #1706 Pupil Services 5.75 hrs./183 days Paraeducator II (B), Position #1706 Pupil Services 5.5 hrs./183 days	8/20/2014
Furster, Soledad	Paraeducator III, Position #1955 Pupil Services 5.75 hrs./183 days Paraeducator III, Position #1955 Pupil Services 5.0 hrs./183 days	9/2/2014
Lopez, Jose	Paraeducator III, Position #977 Pupil Services 5.75 hrs./183 days Paraeducator III, Position #977 Pupil Services 5.0 hrs./183 days	9/2/2014
Miller, Linda	Paraeducator III, Position #2798 Pupil Services 5.75 hrs./183 days Paraeducator III, Position #2798 Pupil Services 5.5 hrs./183 days	9/2/2014
Rojas, Dulce	Paraeducator III, Position #2711 Pupil Services 5.75 hrs./183 days Paraeducator III, Position #2711 Pupil Services 5.5 hrs./183 days	9/2/2014
Serratos, Ruby	Paraeducator III, Position #1936 Pupil Services 5.75 hrs./183 days Paraeducator III, Position #1936 Pupil Services 5.0 hrs./183 days	9/2/2014
<u>Unpaid Leave of Absence</u>		
Magallanes, Cristina	Instructional Assistant Severely Handicapped, Position #2396 Pupil Services 5.5 hrs./183 days	8/19/2014-8/19/2015
<u>Resignation</u>		
Fuentes, Justina	Health Care Technician, Position #2693 Pupil Services 7.0 hrs./183 days	9/12/2014
Mojica, Sylvia	Intermediate School Secretary, Position #384 Haydock 8.0 hrs./192 days	9/5/2014
Ramos, Hilary	Child Nutrition Worker, Position #1704 McKinna 3.0 hrs./185 days	9/10/2014

D.1 Ms. Lisa Cline, Assistant Superintendent, Business & Fiscal Services presented the District's 2013-2014 Unaudited Actual Financial Information per Education Code Section 42100.

OXNARD SCHOOL DISTRICT 2013-2014 UNAUDITED ACTUAL FINANCIAL INFORMATION

Following discussion, on motion by Trustee Del Rio-Barba, seconded by Trustee O'Leary, and carried on a roll call vote of 5-0; the Board of Trustees accepted the Oxnard School District 2013-2014 Unaudited Actual Financial Information and authorized its filing with the Ventura County Office of Education.

(Motion #14-39)

D.2 On motion by Trustee Del Rio-Barba, seconded by Trustee Duff, and carried on a roll call vote of 5-0; the Board of Trustees approved Change Order #1 to #FC-P15-00121 in the amount of \$990.00 to the original contract price of \$34,985.00 with Mission Paving and Sealing, Inc., which resulted in a net change of 2.8% for additional work done.

APPROVAL OF CHANGE ORDER #1 TO #FC-P15-00121 – ASPHALT REPAIR PROJECT (Motion #14-40)

D.3 On motion by Trustee Del Rio-Barba, seconded by Trustee Robles-Solis, and carried on a roll call vote of 5-0; the Board of Trustees approved the Notice of Completion and filing of such notice with the County Recorder's Office, for Bid #13-INF-01, Driffill School Storm Water Prevention Project with J & H Engineering General Contractors, Inc.

APPROVAL OF NOTICE OF COMPLETION, DRIFFILL SCHOOL STORM WATER PREVENTION PROJECT, BID #13-INF-01 (Motion #14-41)

D.4 Trustee Del Rio-Barba requested Agreement #14-127 with 2 Teach, LLC, be moved from consent to action for discussion. She requested clarification on the amount that was being paid per day. Dr. Catherine Kawaguchi reported that the district had worked with this company for two years and Dr. Wendy Murawski is the national expert for professional development and coaching for Co-Teaching model which allows for a consistent and efficient system for teachers and administrators to assist in providing services to the district's Special Education students.

APPROVAL OF AGREEMENT #14-127 – 2 TEACH, LLC (Motion #14-42)

Following discussion, on motion by Trustee Del Rio-Barba, seconded by Trustee Robles-Solis and carried on a roll call vote of 5-0; the Board of Trustees approved Agreement #14-127 with 2 Teach, LLC, to provide professional development and coaching for the Co-Teaching model during the 2014-2015 school year; amount not to exceed \$31,500.00, to be paid with Title I Funds.

E.1 Mr. Yuri Calderon introduced Greg Norman and Greg Grant with CFW, Inc., he provided an update on the Facilities Implementation Program which included information on Phase I of the Basic Program included was the funding sources, schedules and plan to move forward without the Governor's Bond on the November 2014 ballot. Following discussion between the Board of Trustees, administration and Mr. Calderon, the Board thanked him for the report.

REPORT ON FACILITIES IMPLEMENTATION PROGRAM

Trustees O'Leary departed at 7:44 p.m.

(Trustee Departure)

Dr. Cesar Morales:

- Thanked all of the parents for their participation in attending Back To School Night, special kudos to teachers and staff for the welcoming environment. He reported half of the schools have held their BTSN and attendance was great, he is looking forward to attending the rest of the BTSN.
- Reported he participated in two September 11th Remembrances Celebrations at Frank Middle and Elm Street Schools.
- Thanked the OSD Finance Team for a solid budget and thanked Lisa Cline and Janet Penanhoat for the many years of hard work which is why the District is in good standing today.
- Reported he attended the LAFCO meeting this morning to present the district's position in site acquisition and enrollment growth needs. Also met with the Deputy City Manager and City Project Manager earlier in the week to share the district's needs in more land for school sites.
- Informed the Board that the first Superintendent In Your Corner recording was scheduled for Friday of this week and he would communicate the airing schedule by O.P.I.E. to them as soon as available. Also reported that there would be programs from the school sites highlighting the great things happening at the schools.

SUPERINTENDENT'S ANNOUNCEMENTS

TRUSTEES'
ANNOUNCEMENTS

Mrs. Ana Del Rio-Barba:

- Reported she had attended the Back-To-School Nights at Sierra Linda which had a great turn out and she is always impressed by the parents, students and the support teams. She also attended Curren and walked through the science lab with a very excited teacher about the environment. She also attended Marshall, McAuliffe, Brekke, Lemonwood, Ramona, Ritchen and McKinna Schools Back-To-School-Nights.
- She also attended the Las Fiestas Patrias on Friday sponsored by the Mexican Consulate.
- Reported she also attended the 9-11 Memorial Events at Frank and Elm Schools.
- Requested to discuss the PEG Funds, inform administration that the funds were going to be distributed and requested administration meet with the City Manager to inform them that the District was interested in obtaining those funds as well.

Mr. Albert Duff Sr.:

- Reported he stopped by Marshall School to meet the new principal Dr. Breitenbach; he also visited McAuliffe School.

Mrs. Veronica Robles-Solis:

- Welcomed Dr. Duran to McAuliffe School, stating that she had spoken to some parents and they were very excited to meeting Dr. Duran at the Back-To-School-Night event and were looking forward to his leadership.
- Shared how pleased she was to see the Haydock students perform this evening and was looking forward to the December event and see how the Academies were doing at the Middle Schools.
- Reported she attended the Back-To-School-Night events at Curren, Soria and McKinna Schools.
- Requested an update report on the Strands at K-5 and K-8 schools.

Mr. Ernest "Mo" Morrison:

- Reported he enjoyed visiting the schools inside and out at the Back-To-School-Night events, was most impressed by the leadership of the principals, the enthusiasm of the teachers and the parent involvement at all levels.
- Stated he attend an ACSA meeting and sat next to the Oxnard Union High School District Superintendent Dr. Soumakian and discussed many topics included the enrollment growth and the need for new schools.

Trustees reconvened to closed session at 8:32 p.m. until approximately 10:30 p.m. to discuss items on the closed session agenda.

CLOSED SESSION

President Morrison reported the Board took no reportable action during closed session.

REPORT ON CLOSED SESSION

President Morrison reported the Board had received a request from the Personnel Commissioners to schedule a joint meeting and after reviewing calendars it was suggested to try for Wednesday, October 8, 2014 at 5:00 p.m.

Request for Joint Meeting with Board & Personnel Commissioners

There being no further business, on motion by Trustee Duff, seconded by Trustee Robles-Solis, President Morrison adjourned the meeting at 10:36 p.m.

ADJOURNMENT

Respectfully submitted,

DR. CESAR MORALES

District Superintendent and
Secretary to the Board of Trustees

By our signature below, given on this _____ day of _____, 20____, the
Governing Board of the Oxnard School District approves the Minutes of the Regular Board meeting of
September 17, 2014; on motion of Trustee _____, seconded by Trustee
_____.

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

Member of the Board of Trustees