

Regular Board Meeting
November 2, 2016

The Board of Trustees of the Oxnard School District met in regular session at 5:05 p.m. on Wednesday, November 2, 2016, at the Educational Service Center.

CALL TO ORDER

A roll call of the Board was conducted. Present were President Veronica Robles-Solis and Trustees, Debra M. Cordes, Ernest “Mo” Morrison, Denis O’Leary and Albert Duff Sr. Staff members present were District Superintendent Dr. Cesar Morales, Deputy Superintendent Lisa Cline and Assistant Superintendents Robin Freeman and Dr. Jesus Vaca, and executive assistant Sylvia Carabajal.

ROLL CALL

Genevieve Sanchez, 8th grader in Mr. De Los Santos’ class, student at R.J. Frank Academy of Marine Science & Engineering, lead the audience in the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Genevieve Sanchez, 8th grader in Mr. De Los Santos’ class, student at R.J. Frank Academy of Marine Science & Engineering, read the District’s Vision and Mission Statements in English and Jayleen Lopez, 7th grader in Mr. De Los Santos’ class read them in Spanish.

DISTRICT’S VISION AND MISSION STATEMENTS

Dr. Liam Joyce, Principal at R.J. Frank Academy of Marine Science & Engineering, presented slideshow on the crossing of the Channel Islands. Dr. Joyce introduced Mr. Chris Rini, Coordinator of The Wetland Grant and Crossing The Channel Program which has been provided to students for three years. Mr. Rini provided a brief summary of the program then introduced students, Rosie, Gaby, Noe and Gaby who provided their experience in the program. In closing, Dr. Joyce stated that the program is possible because of the MSAP Grant.

PRESENTATION BY R.J. FRANK ACADEMY OF MARINE SCIENCE & ENGINEERING

President Robles-Solis thanked the students, parents and staff for participating in the board meeting. Dr. Morales thanked the students, parents, teachers and staff for being present at the board meeting.

A.5 Changes to the agenda were noted:

- Section C.2 Ratification of Agreements, Special Education, pulled Agreement #16-146 with VCOE, it was a duplicate from the October 19, 2016 board meeting.

ADOPTION OF THE AGENDA

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

A.6 Ms. Robin Freeman, Assistant Superintendent, Educational Services, provided a detailed report on the District’s Title III funds which enhance the academic achievement of English Learners.

STUDY SESSION TITLE III PRESENTATION

Following discussion, the Board thanked Ms. Freeman for the report.

ANNOUNCEMENTS PRIOR TO CLOSED SESSION November 2, 2016:

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 of Trustees during closed session public comment.

PUBLIC COMMENT
CLOSED SESSION

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

- ANTICIPATED LITIGATION – one (1) case

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

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

Thirdly, for CONFERENCE WITH REAL PROPERTY NEGOTIATORS under *Government Code*, Section 54956.8:

- Property: Parcel located Teal Club Road, North of Teal Club Road, South of Doris Avenue; Agency Negotiators: Superintendent/Deputy Superintendent, Business & Fiscal Services/Garcia Hernandez & Sawhney, LLP/Caldwell Flores Winters, Inc.

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

- PUBLIC EMPLOYEE(S) DISCIPLINE/DISMISSAL/RELEASE
- PUBLIC EMPLOYEE(S) REASSIGNMENT/APPOINTMENT:
 - Director, English Learner Services
- PUBLIC EMPLOYEE(S) EVALUATION:
 - Deputy/Assistant Superintendents

Trustees convened to closed session at 5:58 p.m. until approximately 7:05 p.m. to discuss items on the closed session agenda.

CLOSED SESSION

President Robles-Solis reported the Board of Trustees took the following action during closed session:

REPORT ON CLOSED
SESSION

- On motion by Trustee Morrison seconded by Trustee Cordes and carried on a roll call vote of 5-0; the Board of Trustees appointed Dr. Marlene Batista to the position of Director, English Learner Services.

(Motion #16-41)

The Board of Trustees recognized 20 students that were present for the board meeting who had read one million words with a t-shirt that stating “I read 1,000,000,00 words, what’s your super power”.

RECOGNITION OF
OXNARD SCHOOL
DISTRICT’S MILLION
WORD READERS

On motion by Trustee Morrison, seconded by Trustee Duff and carried on a roll of 5-0; the Board of Trustees adopted and presented Resolution #16-13 in Recognition of School Psychology Awareness Week, November 14-18, 2016.

RESOLUTION #16-13
“2016 SCHOOL
PSYCHOLOGY
AWARENESS WEEK”
(Motion #16-42)

The Board of Trustees recognized Jesse Tapia, Program Director, Oxnard Scholar After School Program for receiving the State of California Expanded Learning Emerging Leadership Award.

RECOGNITION OF JESSY
TAPIA, PROGRAM
DIRECTOR, OXNARD
SCHOLARS

Dr. Morales introduced Mr. David Fateh, the new Director of Facilities.

INTRODUCTION OF NEW ADMINISTRATOR

B.1 Clerk Cordes read the Rules For Individual Presentations in English and in Spanish.

RULES FOR PRESENTATIONS

The following individual addressed the Board of Trustees:

PUBLIC COMMENT

- Daphne Fletcher with HPM Books regarding the district's participating in collection of the history and photos from the Oxnard School District to include in a book.

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

CONSENT AGENDA (Motion #16-43)

C.1 Approved the following agreements:
Academic:

(Approval of Agreements)

- #16-149 with JDL Horizons LLC, to provide Haydock staff training and support to implement the Panasonic Broadcasting equipment as part of the school's Video and Music Production Club; amount not to exceed \$5,800.00, to be paid with MSAP Grant Funds;
- #16-151 with Buck Institute for Education, will provide two (2) follow-up training days in Project Based Learning for up to 35 educators from the OSD's three (3) middle school academies on Saturday, November 5, 2016, and Saturday, December 3, 2016; amount not to exceed \$12,000.00, to be paid with MSAP Grant Funds;
- #16-152 with Our Lady of Guadalupe Parish School, in reference to allocated Title III Funding, OSD is required to serve EL students enrolled in private schools upon request from administration of that private school; Title III allocation to Our Lady of Guadalupe Parish School is \$1,751.00;
- #16-153 with St. Anthony's School, in reference to allocated Title III Funding, OSD is required to serve EL students enrolled in private schools upon request from administration of that private school; Title III allocation to St. Anthony's School is \$2,294.00;
- #16-154 with Santa Clara School, in reference to allocated Title III Funding, OSD is required to serve EL students enrolled in private schools upon request from administration of that private school; Title III allocation to Santa Clara School is \$5,011.00.

Enrichment:

- #16-147 with The Outdoor School at Rancho Alegre, for 105 5th graders from Marshall School to participate in an instructional program of Outdoor Science & Conservation Education, June 6-8, 2017, at the Santa Barbara location; costs are \$268.00 per student, \$134.00 per district staff member, and the total including insurance and round-trip school bus transportation, is not to exceed \$24,300.00, costs will be paid from the Donation – Science Camp Fund;
- #16-148 with The Outdoor School at Rancho Alegre, for 120 6th graders from Soria School to participate in an instructional program of Outdoor Science & Conservation Education, December 12-16, 2016, at the Santa Barbara location; costs are \$268.00 per student, \$134.00 per district staff member, and the total including insurance and round trip school bus transportation, is not to exceed \$37,612.00, costs will be paid with PTA and ASB Funds;

- #16-157 with Oxnard Performing Arts Center for use of facilities, Tuesday, November 29, 2016, for Awards of Excellence Ceremony; amount not to exceed \$1,700.00, to be paid with General Funds.

Special Education:

- #16-158 with Exceptional Educational Consultants Inc., to review Individual Educational Plans upon request and provide suggestions and corrections; amount not to exceed the hourly rate of \$75.00, to be paid with Special Education Funds.

Facilities:

- #16-143 with E.J. Harrison & Sons Inc., to provide districtwide trash pickup services, for a three (3) year term December 1, 2016 through November 30, 2019; at an annual cost of \$216,482.08 for a total of \$649,446.24, to be paid with General Funds.

C.2 Ratified the following agreements:

(Ratification of Agreements)

Support Services:

- #16-156 with Lynne Aoki, to provide evaluative services required for the MSAP Grant; amount not to exceed \$59,500.00, to be paid with MSAP Grant Funds.

C.3 Set the date of Wednesday, December 7, 2016, at 7:00 p.m. as the date and time for the annual organizational meeting of the Board and directed the Ventura County Office of Education be notified.

(Annual Board Organization Meeting)

C.4 Approved request for the MSAP Project Director, Ms. Debra West, to attend the Magnet Schools Assistance Program Project Director’s meeting in Washington, D.C., December 5th and 6th 2016; amount not to exceed \$5,000.00, to be paid with MSAP Grant Funds.

(Approval of Request to Attend Out-Of-State Conference – Washington, D.C.)

C.5 Approved the amendment to the employment contract for the District Superintendent.

(Approval of Employment Contract Amendment: District Superintendent)

C.6 Scheduled December 7, 2016 for the Public Hearing for the California School Employees Association’s, Chapter 272 (“CSEA”) and the Oxnard School District’s (District) initial proposals for 2016-17 negotiations, pursuant to Government Code Section 3547.

(Approval to Set Date for Public Hearing re: Sunshine of the CSEA’s, Chapter 272 and the Oxnard School District’s Initial Proposals for 2016-17 Negotiations, Pursuant to Government Code 3547)

C.7 Approved the Notice of Completion and filing of such notice with the County Recorder’s Office, for Bid #15-02, Roof Replacement Project 2016 – Sierra Linda with Craig Roof Company Inc.

(Approval of Notice of Completion, Roof Replacement Project 2016 – Sierra Linda, Bid #15-02)

C.8 Approved the Notice of Completion and filing of such notice with the County Recorder’s Office, for Bid #15-02, Roof Replacement Project 2016 – Haydock Academy of Arts & Sciences with Craig Roof Company Inc.

(Approval of Notice of Completion, Roof Replacement Project 2016 – Haydock Academy of Arts & Sciences, Bid #15-02)

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| C.9 | Approved the Notice of Completion and filing of such notice with the County Recorder's Office, for Bid #15-02, Roof Replacement Project 2016 – Fremont Academy of Environmental Science & Innovation Design with Letner Roofing. | (Approval of Notice of Completion, Roof Replacement Project 2016 – Fremont Academy of Environmental Science & Innovation Design, Bid #15-02) |
| C.10 | Approved No-Cost Change Order #001 to Agreement #16-140 with Fence Factory for the Harrington School Fence Project 2016. | (Consideration and Approval of No-Cost Change Order #001 to Agreement #16-140 with Fence Factory for the Harrington School Fence Project 2016) |
| C.11 | Adopted Resolution #16-15 incorporating the revisions through the Oxnard School District's Biennial Review of Conflict of Interest Code, as presented. | (Adopting of Resolution #16-15 – Biennial Review of Conflict of Interest Code) |
| C.12 | Approved Purchase Order/Draft Report #16-03, as submitted. | (Purchase Order/Draft Payment Report #16-03) |
| C.13 | Received enrollment reports for the months of August, September and October 2016, as submitted. | (Enrollment Reports) |
| C.14 | Approved the establishment, abolishment, reduction or increase in hours for classified positions:
Establish: | (Establish/Abolish/Reduce/Increase Hours Of Positions) |
| | <ul style="list-style-type: none"> ▪ An eight hour, 246-day Secretary, position number 7928, to be established in the Assessment Accountability & Special programs department. This position will be established to support the Manager of Special Programs with ASES grant and Title I. ▪ An eight hour, 203-day School Occupational Therapist, position number 7936, to be established in the Special Education department. This position will be established to meet students' needs. ▪ An eight hour, 210-day Attendance Accounting Technician, position number 7935, to be established at San Miguel School. This position will be established to provide support. ▪ A five hour and forty-five minute, 183 day Paraeducator II, position number 7927, to be established in Special Education department. This position will be established to provide additional support. ▪ A five hour and forty-five minute, 183 day Paraeducator III, position number 7926, to be established in Special Education department. This position will be established to provide additional support. | |

FISCAL IMPACT:

Cost for Secretary-\$69,839 General
 Cost for School Occupational Therapist-\$102,429 Special Ed.
 Cost for Attendance Technician-\$65,357 General
 Cost for Para II-\$26,453 Special Ed.
 Cost for Para III-\$27,141 Special Ed.

C.15 Personnel Action:

(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)

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
<u>New Hires</u>		
Jacqueline Gonzales	Substitute Teacher	2016/2017 School Year
Rusty Lanning	Substitute Teacher	2016/2017 School Year

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

Linda King	Driffill	October 10, 2016
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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 assignment:

(CLASSIFIED)

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
<u>New Hire</u>		
Canchola Ventura, Juan	Paraeducator II, Position #6177 Special Education 5.75 hrs./183 days	10/05/2016
Duchon, Jill	Child Nutrition Worker, Position #2838 Frank 4.0 hrs./185 days	10/11/2016
Fateh, Navid David	Director of Facilities, Position #7354 Facilities 8.0 hrs./246 days	11/02/2016
Lee, Claudia	Paraeducator I, Position #2805 Harrington 4.0 hrs./183 days	10/07/2016
Sims, Elizabeth	Paraeducator I, Position #7183 McAuliffe 2.0 hrs./183 days	10/05/2016
Thompson, Raneshia	Paraeducator III, Position #2396 Special Education 5.75 hrs./183 days	10/03/2016
<u>Limited Term</u>		
Johnson, Crystal	Health Care Technician	10/03/2016
Magante, JL	Paraeducator	10/14/2016
Vasquez Mendoza, Anita	Paraeducator	10/18/2016
Weatherford, Jessica	Paraeducator	10/17/2016
<u>Exempt</u>		
Ayala, Alicia	Campus Assistant	08/18/2016
Pantoja, Jesus	AVID	09/13/2016

Promotion

Coke, Veronica Child Nutrition Cafeteria Coordinator, Position #1075 10/10/2016
Brekke 8.0 hrs./189 days
Child Nutrition Worker, Position #2426
Fremont 5.5 hrs/185 days

Increase in Hours

Delgado, Gabriela Paraeducator III, Position #1942 09/21/2016
Special Education 5.75 hrs./183 days
Paraeducator III, Position #1942
Special Education 5.0 hrs./183 days

In Lieu of Layoff

De Martinez, Jill Office Assistant II, Position #1212 11/21/2016
Fremont 6.0 hrs./203 days
Office Assistant II, Position #547
San Miguel 6.0 hrs./203 days

Return from Leave of Absence

Resendiz, Monica Child Nutrition Worker, Position #2160 10/17/2016
Harrington 5.0 hrs./185 days

Resignation

Amezcuca, Daisy Accounting Specialist III, Position #1810 10/28/2016
Budget 8.0 hrs./246 days
Garcia, Ivon Paraeducator III, Position #2683 10/13/2016
Special Education 5.75 hrs./183 days

Retirement

Carbajal, Raquel Child Nutrition Worker, Position #1835 12/31/2016
Elm 5.0 hrs./185 days

D.1 Ms. Robin Freeman, Assistant Superintendent, Educational Services, and Ms. Debra West, the Project Director, MSAP provided a presentation on promoting implementing change at the middle school academies. Following decision, on motion by Trustee Cordes, seconded by Trustee Duff and carried on a roll call vote of 5-0; the Board of Trustees approved Agreement #16-150 with G & D Associates, to continue to support the district and school teams with implementation of change management strategies, effective magnet promotion, development of marketing collateral and branding; amount not to exceed \$57,300.00, to be paid with MSAP Grant Funds.

APPROVAL OF AGREEMENT #16-150 G & D ASSOCIATES

(Motion #16-44)

D.2 Ms. Robin Freeman, Assistant Superintendent, Educational Services introduced Ms. Anna Thomas, Director, Curriculum, Instruction and Accountability who provided a detailed report on the Single Plan for Student Achievement for all 20 schools. Following discussion, on motion by Trustee Morrison, seconded by Trustee Cordes and carried on a roll call vote of 5-0; the Board of Trustees approved the Single Plan for Student Achievement for all 20 elementary and middle schools, as presented.

APPROVAL OF SINGLE PLAN FOR STUDENT ACHIEVEMENT (20 SCHOOLS
(Motion #16-45)

The Board requested a review of the plans in three months to compare the results. Dr. Morales stated administration would schedule an update in the Spring. They also requested the plans be grouped by K-5, K-8 and 6-8 so that they could compare the plans more easily.

E.1 On motion by Trustee Cordes, seconded by Trustee Duff, and carried on a roll call vote of 5-0, the Board of Trustees approved the minutes of October 12, 2016, special board meeting, as submitted.

APPROVAL OF BOARD MINUTES (Motion #16-46)

F.1 The Board of Trustees reviewed the new Board Policies, Administrative Regulations and Bylaws, as presented for first reading:

FIRST READING OF BOARD POLICIES, ADMINISTRATIVE REGULATIONS AND BYLAWS

Revision BP 1312.3 and AR 1312.3	Community Relations UNIFORM COMPLAINT PROCEDURES	Vaca
Revision AR 1312.4 and E(2) 1312.4	Community Relations WILLIAMS UNIFORM COMPLAINT PROCEDURES	Vaca
Revision AR 3580	Business and Noninstructional Operation DISTRICT RECORDS	Vaca

F.2 On motion by Trustee Duff, seconded by Trustee O’Leary and carried on a roll call vote of 5-0; the Board of Trustees reviewed the new Board Policies, Administrative Regulations and Bylaws, listed below, for a second reading and adopted, as presented.

SECOND READING OF BOARD POLICIES, REGULATIONS AND BYLAWS (Motion #16-47)

Revision E 9270	Board Bylaws CONFLICT OF INTEREST	Cline
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Dr. Cesar Morales:

SUPERINTENDENT ANNOUNCEMENTS

- Announced the passing of Claudia Harrison, Executive Director of First 5 Ventura County, the early learning, health and supporting parents program.
- Announced that November 8, 2016 is election day and request all to go out and vote, there are very important initiatives on the ballot that will affect education in a positive way.
- Announced that Saturday is the STEM Carnival at Marshall School sponsored by California State University Channel Islands. Thanked everyone involved especially the Oxnard Police Department Explorers for the assistance with traffic management.
- Welcomed Ruth Osuna, new Assistant City Manager, looking forward to working with the City on new development and permits.
- Distributed OSD Pride Pins to the Board Members and reported he will be developing a campaign to honor special things going on in the district.
- Thanked the following schools Driffill, McAuliffe and Fremont for the amazing bulletin boards in the Board Room.
- Reported he has been meeting with the Superintendents of the Plain and the Technology Team to develop a two way communication on data.
- In conclusion, he shared highlights for the week from different school’s sites.

Mr. Albert Duff Sr.:

TRUSTEE ANNOUNCEMENTS

- Reported he visited Harrington School, took a tour of the new campus with Principal Ramirez and reported there 550 students attending Harrington.
- Reported he also visited Elm School, took a tour with Principal Ramos, spoke with teachers and students and reported there are 720 students and they are in dire need of a new campus.

Mr. Denis O’Leary:

- Thanked the community for the support they provide to the education of children. The past few weeks he has been walking the neighborhoods and for the most part they are supportive to the teachers and school staff; the district is moving forward.

Mr. Ernest Morrison:

- Reported he is looking forward to the groundbreaking ceremony at Elm School. He also requested staff provide an aerial photograph of the fence design at Harrington and Elm School.
- Inquired about a special board meeting in November or December. Dr. Morales informed the Board that there would be a special board meeting on December 14, 2016 for the GMP for the Elm project.
- Wished everyone the very best Thanksgiving.

Mrs. Debra M. Cordes:

- Thanked Ms. Freeman and Ms. Thomas for the great presentation earlier in the evening. Inquired about the Safety Plans for each school, if they are posted on the district website and also the translation to Spanish for each school.
- Reported she visited Lemonwood on SIP Day and they were watching a video about traumatized children named Paper Tigers.
- Sent her condolences to the family of Jimmy Ramirez.
- Reported she was looking forward to the groundbreaking at Elm School on Friday.

Mrs. Veronica Robles-Solis:

- Reported she is also looking forward to the groundbreaking at Elm School on Friday; funds for the project are coming from Bond Measure “R”.
- Reported she has been walking neighborhoods the last few weeks to support the School Bond Measure D on the ballot. She saw how students live and what the district provides to the students makes a difference and requested that the community get involved to assist the children of the community.

There being no further business, on motion by Trustee Cordes, seconded by Trustee Duff, President Robles-Solis adjourned the meeting at 8:51 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 November 2, 2016; 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