

**Ocean View School District**  
17200 Pinehurst Lane, Huntington Beach, CA 92647

 APPROVED

**Board of Trustees' Meeting - Minutes**  
January 23, 2018  
5:00 PM - CLOSED SESSION; 6:00 PM - OPEN SESSION

**Trustees:**

Jack Souders, President  
John Briscoe, Vice President  
Gina Clayton-Tarvin, Clerk  
Joseph Gaglione, Member  
Norm Westwell, Member

**Administration:**

Carol Hansen, Ed.D., Superintendent  
Michael Conroy, Ed.D., Deputy Superintendent, Administrative Services  
Felix Avila, Assistant Superintendent, Human Resources  
Jodee Brentlinger, Assistant Superintendent, Educational Services

**A. Call to Order**

The Regular meeting of the Board of Trustees was called to order by President Jack Souders at 5:00 p.m.

**B. Roll Call**

Members present: John Briscoe, Gina Clayton-Tarvin, Joseph Gaglione, Jack Souders, Norm Westwell

**C. Agenda Adoption - Regular Board of Trustees' Meeting of January 23, 2018**

MOTION to approve by John Briscoe, seconded by Joseph Gaglione.

Trustee Westwell requested Agenda item M-1 (Gifts to District) be pulled from the Consent Calendar for discussion.

Substitute motion by Norm Westwell, seconded by John Briscoe, and approved by the following vote to pull Agenda item M-1 from the Consent Calendar and approve the remaining items on the Consent Calendar:

Yes John Briscoe  
No Gina Clayton-Tarvin  
No Joseph Gaglione  
Yes Jack Souders  
Yes Norm Westwell

President Souders advised that Agenda item M-1 (Gift to District) will be considered prior to Agenda item O.1 (New Business).

## **D. \* Closed Session**

President Souders read aloud the items listed under Closed Session. The meeting moved to Closed Session at 5:02 p.m.

**D.1. Government Code Section 54956.9(a) and (d)(2): Conference with Legal Counsel - Anticipated Litigation: Significant Exposure to Litigation Pursuant to Paragraph (2): One potential case.**

**D.2. Government Code Section 54957: Public Employee Performance Evaluation: Superintendent**

## **E. Return to Open Session/Report of Closed Session Action**

The Board of Trustees returned to Open Session at 6:03 p.m. There were no actions taken in Closed Session.

## **F. Pledge of Allegiance**

President Souders led the Pledge of Allegiance.

**G. Introductions:** None.

## **H. Minutes**

### **H.1. Regular Board of Trustees' Meeting, January 9, 2018**

**Passed** with a motion by Joseph Gaglione and a second by Gina Clayton-Tarvin.

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Joseph Gaglione  
Yes Jack Souders  
Yes Norm Westwell

## **I. Time Certain**

**I.1. 6:05 p.m. Presentation: Mrs. Anne Brasie, teacher at Circle View School, will receive a Certificate of Recognition for her work on the SchoolsFirst Educational Foundation Grant awarded to Circle View.**

Mrs. Brasie received her Recognition Certificate.

**I.2. 6:10 p.m. Presentation: Mr. Felix Avila, Assistant Superintendent of Human Resources, will receive a Certificate of Recognition for being chosen as the "2018 Negotiator of the Year" by the Association of California School Administrators (ACSA).**

Mr. Avila received his Recognition Certificate.

## **J. Public Comments**

John Briscoe, community member, shared an invocation.

## **K. Communications**

### **K.1. \*\*Written Communications to the Board**

Dr. Hansen advised the following correspondence had been received:

1. Email from Chris Epting, received January 9, 2018;
2. Email from Chris Epting, received January 13, 2018;
3. Email from Chris Epting, received January 13, 2018;
4. Email from Chuck Johnson, received January 19, 2018;
5. Email from Chuck Johnson, received January 20, 2018;
6. Email from Chuck Johnson, received January 20, 2018;
7. Email from Chuck Johnson, received January 20, 2018.

Copies of these written communications have been provided to the Board of Trustees and are available for public review.

Trustee Westwell requested that written correspondence be included with the Board agendas when they are delivered to the Trustees. There was consensus of the Board not to change the current delivery method of having the written communications on the dais at Board meetings.

**K.2. Board/Committee Reports:** None.

### **K.3. Trustees' Communications**

Trustee Gaglione thanked everyone for attending tonight's meeting and supporting the District.

Trustee Briscoe commented on his phone call in to participate in the last Board meeting.

Trustee Westwell asked if Grace Lutheran had opted out of their land lease with the District. President Souders advised the Superintendent not to respond to questions at this time, as this matter is not agendized. Trustee Westwell commented on the lack of transparency he sees in the District.

Trustee Clayton-Tarvin spoke regarding her visits to school sites, noting she plans to visit all schools this year; pleased to attend the ACSA Symposium to see Mr. Avila receive his distinguished award of Negotiator of the Year; thanked Mr. Avila for his leadership of the District during past difficult times.

President Souders congratulated Mr. Avila on receiving his award; thanked everyone for attending tonight's meeting.

#### **K.4. Superintendent's Communication**

Dr. Hansen congratulated Circle View School on receiving their grant award; commended Mr. Avila on his recognition as ACSA's Negotiator of the Year; commented on her recent school site visits to Circle View, Village View, and Spring View.

#### **K.5. PTA/PTO/PTSA/PTSO Presidents' Roundtable**

Leslie Sheridan, Roundtable President, shared highlights of the recent Roundtable meeting, which included an informative presentation from Mrs. Brentlinger regarding the District's typing program.

#### **K.6. Employee Associations' Communications (CSEA, OVTA)**

Pamela Schrubb, OVTA Vice President, thanked the Board and Dr. Hansen for their support; appreciated the transparency, positive climate, and partnership with respect, trust, and civility encouraged by the current Administration.

Jason Bozarth, CSEA President, congratulated Mr. Avila on his recognition as Negotiator of the Year; thanked Mr. Avila and Dr. Hansen for having the best interests of the District guide their daily work.

### **L. Reports**

#### **L.1. \*\*Annual Financial Audit Report**

Mr. Royce Townsend, from the auditing firm of Vavrinek, Trine, Day & Company, presented information regarding the District's Annual Financial Audit Report.

Mr. Townsend and Dr. Conroy responded to questions from the Board of Trustees.

#### **L.2. \*\*Building Fund (Measure R) Financial and Performance Audits Report**

Mr. Royce Townsend, from the auditing firm of Vavrinek, Trine, Day & Company, shared information with the Board regarding the Building Fund (Measure R) Financial and Performance Audits Report. Mr. Townsend responded to questions from the Board of Trustees.

#### **L.3. Governor's Proposed Budget Update**

Dr. Conroy presented a detailed PowerPoint regarding the Governor's Proposals for the 2018-19 State Budget. Areas highlighted included State General Fund Revenues Projected; Local Control Funding Formula (LCFF) and One-Time Funding; 2018-19 LCFF Target Funding Factors for Ocean View School District; Special Education; Declining Enrollment; CalSTRS & CalPERS Employer Contribution Rates; and Challenges Ahead/Next Steps.

Dr. Conroy responded to questions from the Board of Trustees.

#### **L.4. Construction Update: Measure R and Central Kitchen**

Dr. Conroy presented a detailed PowerPoint presentation that provided updates on College View and Westmont Schools' modernization projects. In addition, he shared information regarding the latest plans for the Central Kitchen Project.

Dr. Conroy responded to questions from Board members.

#### **M. Consent Calendar**

For clarification purposes, MOTION by Norm Westwell and seconded by John Briscoe to approve the Consent Calendar, with the exception of M.1 (Gifts to the District) which will be moved to before O. New Business for consideration:

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Joseph Gaglione  
Yes Jack Souders  
Yes Norm Westwell

#### **M.1. Administrative Services: Gifts to the District**

Prior to the vote on this matter, Trustee Westwell expressed his appreciation to the following organizations and individuals for their donations that support our educational program: Circle View PTO; Baby Products Trust Settlement; Western Growers Foundation; Marine View PTSA; Huntington Harbour Philharmonic Committee; Spring View Parents; Spring View PTSO; Star View Student Council; Louie Family; The Kula Foundation; and Lucas Caldwell.

**Passed** with a motion by Norm Westwell and a second by John Briscoe.

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Joseph Gaglione  
Yes Jack Souders  
Yes Norm Westwell

#### **M.2. Administrative Services: Payroll Check Registers from December 11, 2017, through January 10, 2018**

**Passed** with a motion by Norm Westwell and a second by John Briscoe.

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Joseph Gaglione  
Yes Jack Souders  
Yes Norm Westwell

**M.3. Administrative Services: Purchase Orders for all Funds for December 16, 2017, through January 9, 2018**

**Passed** with a motion by Norm Westwell and a second by John Briscoe.

- Yes John Briscoe
- Yes Gina Clayton-Tarvin
- Yes Joseph Gaglione
- Yes Jack Souders
- Yes Norm Westwell

**M.4. Administrative Services: School District Check Registers from December 19, 2017, through January 8, 2018**

**Passed** with a motion by Norm Westwell and a second by John Briscoe.

- Yes John Briscoe
- Yes Gina Clayton-Tarvin
- Yes Joseph Gaglione
- Yes Jack Souders
- Yes Norm Westwell

**M.5. Educational Services: Listing of Conferences, Meetings, Workshops, and Consultants**

**Passed** with a motion by Norm Westwell and a second by John Briscoe.

- Yes John Briscoe
- Yes Gina Clayton-Tarvin
- Yes Joseph Gaglione
- Yes Jack Souders
- Yes Norm Westwell

**M.6. Human Resources: Certificated Employee Personnel Activity List - December 12, 2017, through January 9, 2018**

**Passed** with a motion by Norm Westwell and a second by John Briscoe.

- Yes John Briscoe
- Yes Gina Clayton-Tarvin
- Yes Joseph Gaglione
- Yes Jack Souders
- Yes Norm Westwell

**M.7. Human Resources: Classified Employee Personnel Activity List - December 12, 2017, through January 9, 2018**

**Passed** with a motion by Norm Westwell and a second by John Briscoe.

- Yes John Briscoe
- Yes Gina Clayton-Tarvin
- Yes Joseph Gaglione
- Yes Jack Souders
- Yes Norm Westwell

## **N. Old Business**

### **N.1. Superintendent's Office: Review of Governance Team Handbook (Third Reading) (Action)**

MOTION by John Briscoe and seconded by Joseph Gaglione to approve.

During Board discussion, motion by Gina Clayton-Tarvin and seconded by John Briscoe to call for the question.

#### Vote on call for the question:

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Joseph Gaglione  
Yes Jack Souders  
No Norm Westwell

#### Vote on original motion to approve:

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Joseph Gaglione  
Yes Jack Souders  
No Norm Westwell

## **O. New Business**

### **O.1. Administrative Services: Prop 39 - Adoption of Districtwide Energy Expenditure Plan (EEP) (Action)**

**Passed** with a motion by Norm Westwell and a second by Jack Souders.

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Joseph Gaglione  
Yes Jack Souders  
Yes Norm Westwell

### **O.2. Administrative Services: Independent Contractor Agreement between Ocean View School District of Orange County and Newcomb Anderson McCormick (NAM) for Phase 3 of the Prop 39 Energy Program Management (Action)**

MOTION by Gina Clayton-Tarvin and seconded by John Briscoe to approve.

Substitute motion by Norm Westwell and seconded by Jack Souders to approve, with the corrected contract commencement date of January 24, 2018.

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Joseph Gaglione  
Yes Jack Souders  
Yes Norm Westwell

**O.3. Administrative Services: Ratification of Independent Contractor Agreement Between Ocean View School District of Orange County and VFS Fire and Security Services (Action)**

**Passed** with a motion by John Briscoe and a second by Jack Souders.

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Joseph Gaglione  
Yes Jack Souders  
Yes Norm Westwell

**O.4. Administrative Services: Resolution No. 19:1718 - Designation of Applicant's Agent Resolution for Non-State Agencies (Action)**

**Passed** with a motion by John Briscoe and a second by Gina Clayton-Tarvin.

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Joseph Gaglione  
Yes Jack Souders  
Yes Norm Westwell

**O.5. Superintendent's Office: California Public Records Act (CPRA) Requests - Quarterly Report - October 1, 2017, through December 31, 2017 (Information)**

Received for information.

Dr. Hansen responded to questions from the Board of Trustees.

**P. Any Other Public Communications to the Board of Trustees: None.**

**Q. Future Agenda Items (As requested by Board Members)**

Trustee Briscoe advised he had given two items to President Souders for consideration.

Trustee Westwell:

- searchable District website; there was not a Board majority consensus for further consideration of this matter;
- improving student achievement; there was a Board majority consensus for further consideration of this matter;
- transportation to and from school and potential cost savings of using an outside bus service; there was not a Board majority consensus for further consideration of this matter;
- bike cages at school sites; there was a Board majority consensus for further consideration of this matter.

Trustee Clayton-Tarvin:

- Roberts Rules of Order; there was a Board majority consensus for further consideration of this matter.



## **R. Board of Trustees' Roundtable**

Trustee Westwell requested the Board receive updated Board Bylaws Series 9000s; attended Robert Mayer Leadership Academy and is looking forward to attending next month's session.

Trustee Clayton-Tarvin commented on the recent meeting that she and Trustee Briscoe had with Republic Services General Manager Chris Kentopp regarding several matters; pleased to attend the Presidents' Roundtable meeting on behalf of the Board, and thanked all the volunteers for their involvement.

President Souders thanked everyone for attending tonight's meeting, and hoped everyone remains healthy during this flu season.

## **S. \* Closed Session (if needed)**

Time: 9:48 p.m.

The Board of Trustees moved to Closed Session to continue discussion of items previously announced under Closed Session.

## **T. Return to Open Session/Report of Closed Session Action**

The Board of Trustees returned to Open Session at 10:27 p.m. There were no Closed Session actions to report.

## **U. Adjournment**

Time: 10:28 p.m.

**Passed** with a motion by John Briscoe and a second by Norm Westwell.

Yes John Briscoe

Yes Gina Clayton-Tarvin

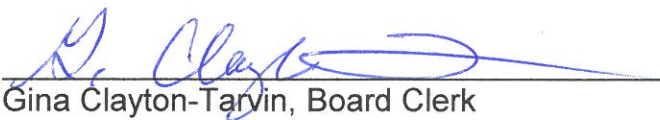
Yes Joseph Gaglione

Yes Jack Souders

Yes Norm Westwell



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Carol Hansen, Ed.D., Superintendent



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Gina Clayton-Tarvin, Board Clerk

*February 6, 2018*

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Date