

**OCEAN VIEW SCHOOL DISTRICT**  
17200 Pinehurst Lane, Huntington Beach, CA 92647

**Board of Trustees' Meeting - Minutes**

July 10, 2018

5:00 PM - CLOSED SESSION; 6:00 PM - OPEN SESSION



**Trustees:**

Jack Souders, President  
John Briscoe, Vice President  
Gina Clayton-Tarvin, Clerk  
Patricia Singer, Member  
Norm Westwell, Member

**Administration:**

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

**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 (arrived at 5:12 p.m.), Gina Clayton-Tarvin, Patricia Singer, Jack Souders, Norm Westwell

**C. Agenda Adoption - Regular Board of Trustees' Meeting of July 10, 2018**

**Passed** with a motion by Norm Westwell and a second by Gina Clayton-Tarvin.

|        |                     |
|--------|---------------------|
| Absent | John Briscoe        |
| Yes    | Gina Clayton-Tarvin |
| Yes    | Patricia Singer     |
| Yes    | Jack Souders        |
| Yes    | Norm Westwell       |

**D. \* Closed Session**

President Souders read aloud the items listed under Closed Session. The Board of Trustees moved to Closed Session at 5:01 p.m.

**D.1. Government Code Section 54957: Public Employee Performance Evaluation: Superintendent**

**D.2. Government Code Section 54957.6: Conference with Labor Negotiator; Board designated representatives: Jack Souders, Board President; Dr. Joe Farley, Consultant; Unrepresented employees: Superintendent; Deputy Superintendent, Administrative Services; and Assistant Superintendent, Human Resources**

**D.3. Government Code Section 54957: Public Employment: Superintendent; Deputy Superintendent, Administrative Services; and Assistant Superintendent, Human Resources (Related to Contract Revisions)**

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

The Board of Trustees returned to Open Session at 6:07 p.m. There were no Closed Session actions to report.

**F. Pledge of Allegiance**

President Souders led the Pledge of Allegiance.

**G. Introductions**

Dr. Hansen introduced Mr. Mark Bixby, Chair of the Citizens' Oversight Committee, in the audience.

**H. Minutes**

**H.1. Regular Board of Trustees' Meeting, June 21, 2018**

**Passed** with a motion by Gina Clayton-Tarvin and a second by Patricia Singer.

|         |                     |
|---------|---------------------|
| Yes     | John Briscoe        |
| Yes     | Gina Clayton-Tarvin |
| Yes     | Patricia Singer     |
| Abstain | Jack Souders        |
| Abstain | Norm Westwell       |

**H.2. Special Board of Trustees' Meeting, July 2, 2018**

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

|     |                     |
|-----|---------------------|
| Yes | John Briscoe        |
| Yes | Gina Clayton-Tarvin |
| Yes | Patricia Singer     |
| Yes | Jack Souders        |
| Yes | Norm Westwell       |

**I. Time Certain:** None.

**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 Kate Bigelow, received June 27, 2018.

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

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

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

Trustee Singer noted how proud she was to participate in the Huntington Beach 4th of July Parade, along with others representing the District.

Trustee Clayton-Tarvin commented on her participation in the Huntington Beach 4th of July Parade, where she was pleased to join other District representatives and students on the parade walk; advised the public that there is only one Board meeting scheduled in August.

Trustee Westwell wished everyone an enjoyable summer.

Trustee Briscoe questioned whether the City Council had approved the District's recommended appointment to the Community Services Commission; shared insights from his recent tour of the Republic Services trash facility, noting that progress had been made, but there are still many outstanding issues that need to be addressed at the site.

President Souders thanked Dr. Hansen for her work in organizing the District's participation in the parade and ensuring that it was a successful event for Ocean View.

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

Dr. Hansen expressed her pleasure in participating in the 4th of July Parade on behalf of the District; noted that many programs are continuing at sites throughout the summer, including the Special Education Extended School Year (ESY) and Kids' Club summer happenings.

### **K.5. PTA/PTO/PTSA/PTSO Presidents' Roundtable: Inactive for summer.**

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

Jason Bozarth, CSEA President, expressed a fond farewell to all retirees; mentioned that CSEA and the District are in ongoing negotiations; talked about the recent Supreme Court decision affecting unions.

Margaret Friedmann, OVTA President, shared that teachers are working collaboratively with administration this summer in developing professional development opportunities, and explained some of the themes that will be discussed; thanked the Board for their continual monitoring of the Republic trash facility for the betterment of students; excited to see plans moving forward for the Oak View Gymnasium; spoke at a recent Special Board meeting in support and appreciation of Superintendent Hansen, for her transparent communication, staff collaboration, and focus on student learning.

## **L. Reports**

### **L.1. Measure R Citizens' Oversight Committee Annual Report**

Dr. Hansen acknowledged Donna Alexander and Ellen Riley, members of the Committee in the audience.

Mark Bixby, Chair, Citizens' Oversight Committee, presented the 2017-18 Annual Report to the Board of Trustees. He narrated a PowerPoint presentation that focused on the purpose of the Measure R Citizens' Oversight Committee; Committee activities; Measure R Option A3 project priorities; and Financial Summary. He shared the Committee's findings that the District's spending to date of Measure R Bond funds is in compliance with all legal requirements.

Mr. Bixby responded to questions from the Board of Trustees.

### **L.2. Construction Update**

Dr. Conroy narrated a PowerPoint presentation, as he reviewed the status of Measure R Projects at Westmont School and the Interim Site. An update was also provided regarding the Oak View Gym/Multipurpose Room project.

## **M. Consent Calendar**

### **M.1. Administrative Services: Agreement to Piggyback on Pomona Valley Purchasing Cooperative's RFP# C189-003 Snack and Beverage with Gold Star Foods for 2018-19 (Renewal)**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**M.2. Administrative Services: Agreement to Piggyback on Val Verde Unified School District's RFP# 2018/19-1 Distribution of Processed USDA Foods Products and Commercial Food Products with Gold Star Foods for 2018-19 (Renewal)**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**M.3. Administrative Services: Agreement to Piggyback on Fontana Unified School District RFP# 15/16-14 Distribution of Dairy and Juice Products with Driftwood Dairy for 2018-19 (Renewal)**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**M.4. Administrative Services: Annual Service Agreement Between Ocean View School District of Orange County and Blackboard Inc. (Renewal)**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**M.5. Administrative Services: Gifts to the District**

**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

**M.6. Administrative Services: Purchase Orders for all Funds for June 15, 2018, through June 30, 2018**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**M.7. Administrative Services: Purchase Orders for all Funds for July 1, 2018, through July 3, 2018**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**M.8. Administrative Services: School District Check Registers from June 12, 2018, through June 26, 2018**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**M.9. Educational Services: Independent Contractor Agreement between Ocean View School District of Orange County and Bui Piano Service for Piano Tuning Services at Elementary and Middle Schools (Renewal)**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**M.10. Educational Services: Independent Contractor Agreement between Ocean View School District of Orange County and CynDee Zandes for Strategic Planning, Professional Development, and Assessment (Renewal)**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**M.11. Educational Services: Independent Contractor Agreement with Ocean View School District of Orange County and Houghton Mifflin Harcourt Publishing Company for READ 180/System 44 Comprehensive Service Plan - 2018-2019 (Renewal)**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**M.12. Educational Services: Independent Contractor Agreement between Ocean View School District of Orange County and Language Network, Inc. - 2018-2019 (Renewal)**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**M.13. Educational Services: Independent Contractor Agreement between Ocean View School District of Orange County and RAZ Kids - 2018-2019 (Renewal)**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**M.14. Educational Services: Independent Contractor Agreement between Ocean View School District of Orange County and San Diego State University Research Foundation (Renewal)**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell



**M.15. Educational Services: Independent Contractor Agreement Between Ocean View School District of Orange County and Turning Point Center for Families for Intern Counselors at Elementary and Middle Schools - 2018-2019 (Renewal)**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**M.16. Educational Services: Listing of Conferences, Meetings, Workshops, and Consultants**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**M.17. Educational Services: Memorandum of Understanding Between the Orange County Superintendent of Schools and the Ocean View School District of Orange County to Provide Special Education Programs and Services to Individuals with Exceptional Needs (Renewal)**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**M.18. Human Resources: Certificated Employee Personnel Activity List - June 13, 2018, through June 26, 2018**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell



**M.19. Human Resources: Classified Employee Personnel Activity List - June 13, 2018, through June 26, 2018**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**N. Old Business:** None.

**O. New Business**

**O.1. Administrative Services: Agreement to Piggyback on Fontana Unified School District Bid No. 15/16-1447 - Mainline Fresh Produce and Harvest of the Month Produce and Services with Sunrise Produce Company for 2018-2019 (Action)**

**Passed** with a motion by Norm Westwell and a second by Patricia Singer.

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**O.2. Administrative Services: Approval of Aeries Communication Module (Action)**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
No Norm Westwell

**O.3. Administrative Services: Disposition of Surplus and Obsolete District Property (Action)**

MOTION by Jack Souders and seconded by Patricia Singer to approve.

MOTION by Gina Clayton-Tarvin, seconded by John Briscoe, and carried by the following vote to Call for the Question:

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

Vote on Motion to approve:

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
No Norm Westwell

**O.4. Administrative Services: Independent Contractor Agreement Between Ocean View School District of Orange County and Health Science Associates (HSA) for Industrial Hygienist Services (Action)**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
No Norm Westwell

**O.5. Administrative Services: Assignment Agreement - Participating Addendum Amendment to Amendment No. 1 of Minnesota Master Agreement No. MNNVP-134 - California Participating Addendum No. 7-15-70-34-002 - Hewlett Packard Enterprise (Action)**

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

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**O.6. Administrative Services: Ratify Agreement Between Blackboard Inc. and Ocean View School District of Orange County for Blackboard Ally Services (Action)**

**Passed** with a motion by Patricia Singer and a second by Gina Clayton-Tarvin.

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**O.7. Administrative Services: Service Agreement Between Ocean View School District of Orange County and Dunbar Armored, Inc. (Action)**

**Passed** with a motion by John Briscoe and a second by Patricia Singer.

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**O.8. Educational Services: Cal200 v. San Francisco USD, et al., End of Semester Report (Information)**

Received for information.

**O.9. Educational Services: Independent Contractor Agreement between Ocean View School District of Orange County and TechSmart, Inc. for Computer Science Programs and Teacher Training for Lake View School, Mesa View Middle School, and Vista View Middle School (Action)**

**Passed** with a motion by John Briscoe and a second by Patricia Singer.

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
Yes Norm Westwell

**O.10. Human Resources: Public Hearing on the Tentative Contractual Agreement between Ocean View School District and Ocean View Teachers' Association for 2017-2018 and 2018-2019 School Years and Public Disclosure of Collective Bargaining Agreement in Accordance with AB 1200**

President Souders opened the Public Hearing at 7:09 p.m. There being no one present wishing to address the Board of Trustees on this matter, the Public Hearing was closed at 7:10 p.m.

**O.11. Human Resources: Tentative Contractual Agreement between Ocean View School District and Ocean View Teachers' Association for 2017-2018 and 2018-2019 School Years and Public Disclosure of Collective Bargaining Agreement in Accordance with AB 1200 (Action)**

**Passed** with a motion by John Briscoe and a second by Patricia Singer.

Yes John Briscoe  
Yes Gina Clayton-Tarvin  
Yes Patricia Singer  
Yes Jack Souders  
No Norm Westwell

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

**Q. Future Agenda Items (As requested by Board Members): None.**

**R. Board of Trustees' Roundtable**

Trustee Clayton-Tarvin advised that the Huntington Beach City Council approved Stephanie Green as the District's representative to the Community Services Commission; commented on her visit to the Republic Trash Facility with other District representatives to view the modifications at the site; along with Dr. Hansen and Dr. Conroy, visited Oak View School to see the progress being made on construction of the gymnasium.

President Souders thanked everyone for attending tonight's meeting.

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

Time: 7:23 p.m.

President Souders announced the Board of Trustees will be returning to Closed Session to continue discussion of items previously announced. Any Closed Session announcements will be made from the Building C Conference Room.

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

The Board of Trustees returned to Open Session at 7:56 p.m. There were no Closed Session actions to report.

**U. Adjournment**

Time: 7:57 p.m.

**Passed** with a motion by John Briscoe and a second by Patricia Singer.

Yes John Briscoe

Yes Gina Clayton-Tarvin

Yes Patricia Singer

Yes Jack Souders

Yes Norm Westwell



\_\_\_\_\_  
Carol Hansen, Ed.D., Superintendent



\_\_\_\_\_  
Gina Clayton-Tarvin, Board Clerk

8/14/18

\_\_\_\_\_  
Date