

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

 APPROVED

**Board of Trustees' Meeting - Minutes**

April 21, 2020

5:30 PM - CLOSED SESSION; 6:00 PM - OPEN SESSION

Zoom Webinar Link: <https://www.ovsd.org/boardmeeting>

**Trustees:**

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

**Administration:**

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

**A. Call to Order**

The Regular meeting of the Board of Trustees was called to order by President Gina Clayton-Tarvin at 5:33 p.m. via Zoom Webinar.

**B. Roll Call**

Members present: Gina Clayton-Tarvin, Patricia Singer, Jack Souders, Norm Westwell

John Briscoe arrived at 5:45 p.m.

**C. Agenda Adoption - Regular Board of Trustees' Meeting of April 21, 2020**

Motion by Patricia Singer and seconded by Jack Souders to approve as submitted.

Substitute motion by Norm Westwell, seconded by Jack Souders, and carried by the following vote to approve the agenda, moving each Consent Calendar item to before O.1 - New Business, for individual consideration:

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

**D. Closed Session**

President Clayton-Tarvin read aloud the items listed under Closed Session. There were no public comments regarding these Closed Session items.

The Board of Trustees moved to Closed Session at 5:42 p.m.

**D.1. Government Code Section 54957.6: Conference with Labor Negotiators - Agency designated representative: Felix Avila, Assistant Superintendent, Human Resources; Employee Organizations: CSEA and OVTA**

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

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

The Board of Trustees returned to Open Session at 6:05 p.m. There were no Closed Session actions to report.

### **F. Pledge of Allegiance**

President Clayton-Tarvin led the Pledge of Allegiance.

### **G. Introductions**

For the audience's information, President Clayton-Tarvin advised that the following Board Members and District staff are participating in and/or facilitating this meeting via Zoom Webinar:

Gina Clayton-Tarvin, President  
Patricia Singer, Vice President  
Jack Souders, Clerk  
John Briscoe, Member  
Norm Westwell, Member  
Dr. Carol Hansen, Superintendent  
Dr. Michael Conroy, Deputy Superintendent  
Felix Avila, Assistant Superintendent, Human Resources  
Dr. Julianne Hoefler, Assistant Superintendent, Educational Services  
Cindi Lee, Executive Assistant  
Phi Tran, Information Technology  
Rick Larson, Information Technology

### **H. Minutes**

#### **H.1. Regular Board of Trustees' Meeting, April 7, 2020**

Motion by John Briscoe, seconded by Jack Souders, and passed by the following vote to approve as submitted:

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

Prior to the vote, it was noted that Trustee Singer was having technical difficulty joining the electronic meeting. After the vote was taken, Trustee Singer rejoined the meeting.

**I. Time Certain:** None.

**J. Public Comments**

The following two public comments were read aloud by Clerk Souders:

"April 21, 2020

Comment for School Board Meeting on 4/21/2020.

I would like this comment to be placed into the public record.

Trustee Norm Westwell,

Recently, I received a phone call from your constituent whose child attends the Ocean View School District. She was shocked that you would campaign during a pandemic. This is a lapse of significant judgement as you could shed and spread Covid 19 to your constituents and our children.

Please stop knocking on people's doors at this time and respect the community's quarantine.

We do not have to agree as elected officials, but we must be united in protecting the health and welfare of children in our communities, up and down the state and across our country.

Second, as a teacher, I take great offense to your email sent out to the community on April 19, 2020, where you disparage the quote "greedy teacher's union." Shame on you. Teachers are the union. And I can assure you sir, none are greedy. Rather, they are selfless public servants moving our children and their families forward in this pandemic crisis. Do you know that when your teachers call their children's homes to check in on them they assume the role of counselors, social workers, and educators? Do not ever undervalue their moral and professional importance at any time, but in particular, this one.

Similarly, your CSEA food workers and janitorial staff are putting their lives on the line when they feed your community. Your certificated and classified staff are the lifeline that many families rely upon.

Finally, this is the time to come together and follow the lead of your fellow board members. In a bipartisan manner, President Gina Clayton Tarvin and Former President, John Briscoe, effectively championed for the health and wellness for public workers in Orange County. They successfully persuaded the OC Board of Supervisors to make it mandatory for essential workers, in close contact with the public, to wear protective face coverings. According to Center for Disease Control and the California Department of Public Health, this will reduce the transmission and spread of Covid 19.

Please recognize the effectiveness of working together during this unprecedented time and stop the partisan hackery.

Respectfully,

Trustee Keri Kropke  
Brea Olinda School Board"

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"Hello Board Members of Ocean View District,

I am a resident of the OVSD, but I am looking for my daughter to start kinder in a Spanish Dual Immersion program and I need an intra-district transfer permission for the academic school year of 2020-2021. I know that OVSD has suspended this process until further notice, but I would like to get an exact date when this will be re-open. I would also like ALL information needed to expedite process before August 2020 or documents and process needed, can we drop of documents to district office and get the permission granted while practicing social distancing. What are the items needed or where does one go to register daughter via online. Can the board of education give the community a date to check back, at the very least.

Respectfully,

Dr. Lucia Perales Soto  
Resident of Ocean View"

The following public comment was read aloud by President Clayton-Tarvin:

"Hello,

My name is Marie Schools. I am a Special Education Preschool Teacher in the Ocean View School District. I was also a parent in the district. I was very disturbed to read the hostile and untruthful email sent out by Trustee Westwell. OVSD teachers have been the very bottom or near the very bottom of the county and only in recent years have crept up a bit. We are especially low in the area of benefits. I have taught in the district for over 20 years because of the students, families, and co-workers. This is the last year of my career. Trustee Westwell's email is infuriating. So many of us have stood by the district in times of financial crisis (and during past superintendents and boards who kept us at the bottom) giving up opportunities to make more in salaries and benefits. Our retirements are based on our highest years of pay so even in retirement the lower salaries and benefits play out for the rest of our lives. I am grateful to have a job, retirement, and health benefits. However, I am done with having Trustee Westwell use our pay in his attention seeking manner. I think our current Superintendent, Administration, and School Board should pride themselves they are doing such an awesome job that Trustee Westwell has to dig deep and fabricate a crisis based on teachers' pay. He picked such an outrageous topic, especially in this district, to create a fake crisis. He is treating our Ocean View families, voters, and community members like they are unintelligent and easily fooled.

I am confused in the part of his email that says "On top of not 1, but 2 automatic pay increases given each year." Teachers move up a salary schedule annually to a certain point but within that schedule there are steps where teachers sit without moving for 4 years and keep the same salary amount. What would be the 2nd automatic pay increase? I know sometimes there is a cost of living increase, but with the state funding issues I don't think that has been much. I know for years my health insurance has increased to the point where some years my take home pay has actually decreased or I maybe received a slight monthly increase. The year we took furlough days I was sitting on a step on the pay scale and ended up going backwards in pay and not forwards. I find it interesting he is a leader of a district whose theme is "Relationships Matter". I think the hostility of his words toward the employees and his fellow leaders shows his lack of desire to have a positive working relationship. I believe he has voted to give himself an increase as a Trustee. I don't think he mentions his increase in his email. I also wonder if he is in violation of this years negotiations for the contents of his email? Trustee Westwell owes the voters, families, employees, and District Leadership Team a huge apology for his actions and false information. I have spent my career working mostly with preschoolers with language, social, and emotional delays and their temper tantrums, inability to see the perspective of others, and inability to process language of others pale compared to Trustee Westwell's behavior I have witnessed first hand at School Board meetings."

## **K. Communications**

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

Dr. Hansen advised that there are 20 total communications from Gina Clayton-Tarvin and Norm Westwell regarding President handling of Board meeting; connecting to Board meeting; Board member campaigning; Cease & Desist Letter; Board meeting - Zoom functions; and Cease & Desist - Board meeting operations.

Dr. Hansen directed the public to email [clee@ovsd.org](mailto:clee@ovsd.org) if they wish to receive a copy of these correspondences, and they will be provided.

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

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

Trustee Briscoe shared the recent public advocacy work done by President Clayton-Tarvin and himself with regard to demanding minimal safety for our teen frontline workers, which has resulted in the Orange County Board of Supervisors requiring essential workers in certain businesses to wear masks; stated this is a great victory for the teen workers in our county.

Trustee Singer thanked Trustee Briscoe and President Clayton-Tarvin for leading the cause to protect our essential workers; welcomed everyone back from Spring Break; thanked parents for their patience as we navigate through Distance Learning for our students.

Trustee Souders congratulated President Clayton-Tarvin and Trustee Briscoe on their important victory with the Orange County Board of Supervisors; expressed his pride in the work being done by our teachers that is providing normalcy to our students during these chaotic times.

Trustee Westwell mentioned microphone problems experienced at the last Board meeting, and is pleased to see that these problems have been resolved so that all Board members can fully participate in the meeting; expressed his desire to return to conducting Board meetings in the Board room, similar to our City Council, of which some members meet in the Council Chamber while others participate through Zoom meetings; would like to hear what his fellow Board members think about returning to the Board room for meetings; shared statistics on Orange County COVID-19 related deaths and hospitalizations, noting the numbers are insignificant when taken into perspective.

President Clayton-Tarvin thanked everyone for participating in tonight's meeting; indicated that Board meetings will continue to be held online until further notice, as we adhere to the Stay At Home Order from Governor Newsom; noted the importance of every single death resulting from COVID-19, and to claim it is insignificant is outrageous; thanked the District's essential workers who continue their work, practicing social distancing and wearing face masks.

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

Dr. Hansen expressed her appreciation to parents who may be working from home, but are taking the time to ensure their students are connecting with teachers through the Distance Learning platform; she read aloud some of the positive comments that our teachers are receiving from parents and students about their experience with Distance Learning. She shared a few of the projects that students are working on, such as writing letters of gratitude to first responders as they utilize their handwriting skills; noted our social media posts reflecting these positive activities are being reposted across the nation; thanked everyone for adjusting to this new normal situation.

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

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

Jason Bozarth, CSEA President, thanked Governor Newsom for his leadership in these trying times; expressed appreciation to the Board of Trustees and Cabinet for acknowledging the seriousness of the Coronavirus and taking actions to protect the employees; mentioned that CSEA's state conference will be held online in July; noted that CSEA is working with the District on a Memorandum of Understanding (MOU) regarding the COVID-19 outbreak, and is sure a resolution will be forthcoming that works for both parties; wished everyone good health.

Marisa Joslyn, OVTA President, thanked the Board of Trustees and Cabinet for their support; stated that teachers are working through Distance Learning and bringing consistency to their classes; noted that work is being done on a Memorandum of Understanding (MOU) and grading requirements; thanked CSEA workers for continuing to support our District in so many ways; hopes that everyone stays healthy.

## L. Reports

### L.1. Construction Update

Dr. Conroy narrated a PowerPoint presentation that provided a review of the Phase 2 fencing project Districtwide, as well as a preview of Vista View Middle School's schematic design. He explained that the proposed designs for Vista View include the interior floor plan, the exterior design, and the site plan. The landscape plan will be brought to the Board at a later date.

The Board discussed the plans for Vista View in further detail, and indicated some concern with the bland appearance of the front of the school.

After further discussion, President Clayton-Tarvin reviewed the Board's direction, including a change in design to add curb appeal to the front of the building; return with a landscaping plan that incorporates the suggestions heard tonight, as well as discussing accent colors at a future date.

### L.2. Budget Update

Dr. Conroy presented a detailed PowerPoint report regarding the state's 20-21 budget projections and scenarios which have dramatically changed due to the economic effects of the COVID-19 pandemic. This disruption is expected to have significant negative effects on state revenues, forcing the state to make substantial spending cuts which will impact educational funding.

Dr. Conroy reviewed budget reductions approved by the Board of Trustees in February, and proposed additional reductions, as a decrease is expected in this year's Cost of Living Adjustment (COLA) along with other upcoming reductions from the state.

Dr. Conroy and Dr. Hansen responded to questions from the Board of Trustees, as they discussed the budget in greater detail.

It was the consensus of the majority of the Board to approve staff recommendations to postpone the Next Generation Science Standards (NGSS) textbook adoption for a savings of \$1.5 million, and to modify use of non-classroom substitutes for a savings of \$300,000.00. Additional budget reductions may be considered after the Governor's May revision of the state budget.

## M. Consent Calendar

The Consent Calendar items were considered individually, per the Board's action taken when the Agenda was adopted at the beginning of the meeting.

### M.1. Administrative Services: Payroll Check Registers from March 11, 2020, through April 10, 2020

**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

**M.2. Administrative Services: Purchase Orders for all Funds for March 27, 2020, through April 9, 2020**

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

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

**M.3. Administrative Services: School District Check Registers from March 14, 2020, through April 3, 2020**

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

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

**M.4. Educational Services: Listing of Conferences, Meetings, Workshops, and Consultants**

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

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

**M.5. Human Resources: Certificated Employee Personnel Activity List - March 18, 2020, through April 7, 2020**

**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

**M.6. Human Resources: Classified Employee Personnel Activity List - March 18, 2020, through April 7, 2020**

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

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



**M.7. Human Resources: Revised Ocean View School District Calendar For 2020-2021**

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

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: Acceptance of Apparent Bid Results and Delegation of Authority to Award Contracts for the Fencing Project - Phase II (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: Contract Change Orders for Various Contractors for the College View Elementary School Modernization Project #17-300 (Action)**

Motion by Norm Westwell to postpone this Agenda item to the next Board meeting. Motion died for lack of a second.

Motion by Patricia Singer and seconded by John Briscoe to approve as submitted.

Trustee Westwell expressed concern with an incorrect date referenced in the rationale portion of the Agenda item. He recommended this item be moved to later in the meeting to give the Superintendent the opportunity to look up the correct date.

Substitute motion by Norm Westwell and seconded by Jack Souders to table this agenda item.

Discussion ensued regarding the proper motion to use when delaying action on an item to later in the meeting.

Substitute motion by Gina Clayton-Tarvin, seconded by Patricia Singer and carried by the following vote to postpone consideration of this Agenda item to after O.10:

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

(Item considered after Agenda item O.10)

President Clayton-Tarvin advised that the corrected date in the rationale should be November 5, 2019; she suggested the item be considered for approval with the amended date noted in the supporting documents.

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

Vote on motion to approve, with corrected date of November 5, 2019, in the rationale:

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

**O.3. Administrative Services: Independent Contractor Agreement between Ocean View School District of Orange County and Strategic Consultation for Schools LLC for Special Education Program and Budget Study (Action)**

Motion by Patricia Singer and seconded by John Briscoe to approve.

Substitute motion by Norm Westwell to direct the Superintendent to coordinate with the Orange County Department of Education and recommend a plan to substantially and quickly reduce total special education expenditures without sacrificing the quality of service and present it to the Board at the August 11, 2020, Board meeting. Motion died for lack of a second.

Substitute motion by Norm Westwell to approve the recommended action and also direct the Superintendent to present the findings and recommendations made in the report to the Board of Trustees at the August 11, 2020, Board meeting. Motion died for lack of a second.

Vote on the original motion to approve:

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

**O.4. Administrative Services: Memorandum of Understanding of Contract Extension for Lease of 1.91 Acres of Vacant Property (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

**O.5. Administrative Services: Ratification of Antenna Site Lease and Access Agreement Between Ocean View School District of Orange County and Pendulum Property Partners at One Pacific Plaza (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.6. Administrative Services: Resolution No. 21:1920 - Adopting Compatibility, Uniformity, and Standardization of Specific Materials, Products, or Services (Action)**

**Passed** with a motion by Jack Souders and a second by Patricia Singer.

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

**O.7. Educational Services: Agreements for Non-Public School Placements of Special Education Students as Determined by Individualized Education Programs (IEPs) (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.8. Educational Services: Contract for Independent Educational Evaluation (IEE) for a Student with Special Needs (Action)**

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

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

**O.9. Educational Services: Recommendation of Suspension of Board Policy and Administrative Regulation 5121 - Grades/Evaluation of Student Achievement (Action)**

Motion by John Briscoe and seconded by Patricia Singer to approve.

Dr. Hansen and Dr. Hoefler responded to questions from the Board members.

Discussion ensued regarding specific grading questions, Board Policy language, California Department of Education (CDE) recommendations, and potential effect of the grading system on student GPA.

Trustee Westwell referenced Board Bylaw 9314 which allows for suspension of policy for a specific purpose and limited time period, and expressed concern that the current motion does not give a purpose or timeframe.

Trustee Singer advised that the rationale portion of the Agenda item explains the specific purpose and also states the time period as, "during the school closure period."

Motion by Norm Westwell to call for the question. Motion died for lack of a second.

Substitute motion by Patricia Singer and seconded by Norm Westwell to amend the motion to approve by adding, "to be in effect until schools reopen."

After further discussion, Trustee Singer withdrew her substitute motion.

Substitute motion by Norm Westwell to amend the motion to approve by adding, "because of the COVID-19 pandemic, the Ocean View School District finds it necessary to change the grading system and this grading change system will be in place until the beginning of the 21-22 school year." Motion died for lack of a second.

Vote on the original motion to approve:

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

**O.10. Human Resources: Williams Settlement Legislation Third Quarter Report 2019-2020 (Information)**

Received for information.

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

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

Trustee Westwell:

-Consideration of rescinding Emergency Resolution No. 18:1920 regarding Superintendent authority, once summer starts.

**R. Board of Trustees' Roundtable**

Trustee Singer commented on the challenge of balancing work at home and ensuring students participate in Distance Learning; expressed her great appreciation to teachers for the work they do with their students; thanked the parents for their patience during this difficult time.

Trustee Souders reflected on the integral role that teachers play in society; urged the community to think about what they want from our school systems for their students; appreciated the work of all staff at this time; thanked the parents for working with the District.

Trustee Westwell indicated his desire to return to conducting Board meetings in the Board room, using social distancing and masks; stated that he does care about those who have died from COVID-19, but explained the importance of perspective, as he listed statistics regarding COVID-19 in Orange County; commended the District on doing a great job with home-schooling our students.

President Clayton-Tarvin disagreed with Trustee Westwell's remarks about COVID-19, as she announced breaking news regarding a large number of infectious cases at a Huntington Valley Healthcare Center, including two deaths; advised that Board meetings will continue to be held online to adhere to the Governor's Stay At Home Order; mentioned that Trustee Briscoe is no longer at the meeting due to his computer battery discharging; pleased to report on the work that she and Trustee Briscoe have done, which resulted in the Orange County Board of Supervisors voting to require essential workers in many businesses to wear masks, which will protect many young people who work in front line jobs; spoke about the right to redress issues.

**S. Closed Session (if needed):** None.

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

**U. Adjournment**

Time: 9:13 p.m.

**Passed** with a motion by Patricia Singer and a second by Jack Souders.

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



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Carol Hansen, Ed.D., Superintendent



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Jack Souders, Board Clerk

*May 5, 2020*

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Date