

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

 APPROVED

**Board of Trustees' Meeting - Minutes**  
March 17, 2020 - TELECONFERENCE  
5:00 PM - CLOSED SESSION; 6:00 PM - OPEN SESSION

**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 5:00 p.m. via teleconference.

**B. Roll Call**

Members present via telephone: John Briscoe, Gina Clayton-Tarvin, Patricia Singer, Jack Souders, Norm Westwell

**C. Agenda Adoption - Regular Board of Trustees' Meeting of March 17, 2020**

Motion by Norm Westwell to consider only the business items on the agenda and remove Agenda Items F (Pledge of Allegiance), G (Introductions), I (Time Certain), K (Communications), L (Reports), N (Old Business), Q (Future Agenda Items), and R (Board of Trustees' Roundtable). Motion died for lack of a second.

Motion by Patricia Singer, seconded by Jack Souders, and carried by the following vote to approve the agenda as submitted:

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

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

President Clayton-Tarvin read aloud the items listed under Closed Session.

The Board of Trustees moved to Closed Session at 5:06 p.m.

**D.1. Government Code Section 54956.9(d)(2): Conference with Legal Counsel - Anticipated Litigation: Two potential cases.**

**D.2. Government Code Section 54956.9: Conference with legal counsel existing litigation pursuant to Government Code section 54596.9(d)(4). Consider filing an Amicus Curiae Brief in City of Costa Mesa and Katrina Foley v. United States of America et.al. United States District Court, Central District Case No. 8:20-cv-368.**

**D.3. Government Code Section 54957.6: Conference with Labor Negotiators - Agency designated representative: Felix Avila, Assistant Superintendent, Human Resources; Employee Organizations: CSEA and OVTA**

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

The Board of Trustees returned to Open Session at 6:00 p.m. The following actions was taken in Closed Session:

Motion by John Briscoe, seconded by Patricia Singer, and carried by the following vote to approve the settlement agreement to resolve special education anticipated litigation:

Yes John Briscoe

Yes Gina Clayton-Tarvin

Yes Patricia Singer

Yes Jack Souders

Yes Norm Westwell

Motion by Patricia Singer, seconded by John Briscoe, and carried by the following vote to ratify the decision to file an Amicus Curiae Brief in Case No. 8:20-cv-368:

Yes John Briscoe

Yes Gina Clayton-Tarvin

Yes Patricia Singer

Yes Jack Souders

No Norm Westwell

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

President Clayton-Tarvin led the Pledge of Allegiance.

President Clayton-Tarvin advised the public that this Board meeting is being conducted by teleconference in compliance with the Orange County Health Officer's order issued today prohibiting public gatherings not involving essential services.

## **G. Introductions**

Dr. Hansen advised that the following people are attending this meeting in the Board room, while practicing social distancing:

Superintendent Dr. Carol Hansen  
Deputy Superintendent Dr. Michael Conroy  
Assistant Superintendent Felix Avila  
Assistant Superintendent Dr. Julianne Hoefer  
Executive Assistant Cindi Lee

## **H. Minutes**

### **H.1. Regular Board of Trustees' Meeting, March 3, 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
Abstain	Norm Westwell

**I. Time Certain:** None.

## **J. Public Comments**

Dr. Hansen advised that the public has been notified to email any comments they may have to Mrs. Lee before 6:05 p.m. to be read into the record by the Superintendent at this time.

There were no public communications submitted.

## **K. Communications**

**K.1. \*Written Communications to the Board:** None.

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

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

Trustee Singer thanked Administration for their leadership and keeping the Board informed of the latest updates during this difficult time.

President Clayton-Tarvin thanked the Board, Cabinet, and public for their patience during this teleconference meeting.

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

Dr. Hansen shared that the latest information regarding COVID-19 and our school closures is on our website; urged parents to check the website often, where links for learning resources are updated daily; stressed the importance of correct contact

information on the parent portals, as this is the avenue the District uses to share updated information with our families.

**K.5. PTA/PTO/PTSA/PTSO Presidents' Roundtable:** None.

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

Dr. Hansen advised that both union presidents were contacted, but had no comments at this time.

## **L. Reports**

**L.1. Next Generation Science Standards (NGSS) Materials Update**

Dr. Hansen provided the Board of Trustees with an update on the work of the Science Pilot Committee, including a review and evaluation of publisher materials. Current instructional materials piloted include Elevate Science (Pearson) and Inspire Science (McGraw-Hill) for Elementary School, and Inspire Science (McGraw-Hill) for Middle School. A final recommendation will be brought to the Board in May for consideration.

## **M. Consent Calendar**

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

**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

**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.2. Administrative Services: Independent Contractor Agreement Between Ocean View School District of Orange County and Treesmith Enterprises, Inc. (Renewal)**

**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.3. Administrative Services: Payroll Check Registers from February 11, 2020, through March 10, 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. Administrative Services: Purchase Orders for all Funds for February 21, 2020, through March 5, 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.5. Administrative Services: School District Check Registers from February 15, 2020, through February 28, 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.6. Educational Services: Agreements between Assistance League of Huntington Beach and Ocean View School District of Orange County for Links to Learning and Operation School Bell Programs (Renewal)**

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

**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.8. Human Resources: Certificated Employee Personnel Activity List - February 19, 2020, through March 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.9. Human Resources: Classified Employee Personnel Activity List - February 19, 2020, through March 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

**N. Old Business:** None.

**O. New Business**

**O.1. Superintendent's Office: Resolution No. 17:1920 A Resolution of the Ocean View School District of Orange County in Support of the Schools and Local Communities First Funding Act (Action)**

Motion by Gina Clayton-Tarvin, seconded by John Briscoe, and carried by the following vote to postpone consideration of this agenda item to the June 23, 2020, Board of Trustees' meeting:

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

**O.2. Administrative Services: Contract Change Orders for Various Contractors for the College View Elementary School Modernization Project #17-300 (Action)**

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

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

**O.3. Administrative Services: File Notice of Completion: Various Contractors for the Westmont Elementary School Modernization Project #17-301 (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.4. Administrative Services: Memorandum of Understanding for Ratification of Contract Extension for Lease of 1.91 Acres of Vacant Property (Action)**

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

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

**O.5. Educational Services: 2019-2020 Memorandum of Understanding between the County of Orange Health Care Agency and Ocean View School District of Orange County (Action)**

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

Substitute Motion by Patricia Singer and seconded by Norm Westwell to postpone consideration of this agenda item to the June 23, 2020, Board of Trustees' meeting.

Dr. Hansen commented on the need to obtain these services under this contract in a timely manner.

After discussion regarding additional information requested by the Board, the date of postponement in the above substitute motion was changed by Trustee Singer to April 7, 2020, and Trustee Westwell concurred as the second.

Vote on substitute motion to postpone consideration of this agenda item to the April 7, 2020, Board of Trustees' meeting:

Yes John Briscoe

Yes Gina Clayton-Tarvin

Yes Patricia Singer

Yes Jack Souders

Yes Norm Westwell

**O.6. Educational Services: Agreement for Transportation of Students with Disabilities as Determined by Individualized Education Program (IEP) (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.7. Human Resources: Proposed Ocean View School District Calendar For 2020-2021 (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

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

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

Motion by Norm Westwell to adjourn. Motion died for lack of a second.

**R. Board of Trustees' Roundtable**

Trustee Briscoe commented on the practice of Boards voting to give the Superintendent additional authority, and the numbers behind the spread of the COVID-19 virus as it relates to the need for school closures.

Trustee Singer thanked staff, students, and parents for the hard work being done during these difficult changing times, and hoped everyone stays healthy.

Trustee Souders thanked the staff for their professional handling of this unique situation; urged the public to check the District website for the latest updates.



President Clayton-Tarvin read from the latest directive issued today by the Orange County Health Care Agency regarding the prohibition of congregating in groups, essential services and operations, etc.; she stressed the importance of this order, and noted the Board of Trustees will not be meeting in public until further notice; asked the public to stay informed and be responsible, and follow the directives from state and local agencies.

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

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

**U. Adjournment**

Time: 6:45 p.m.

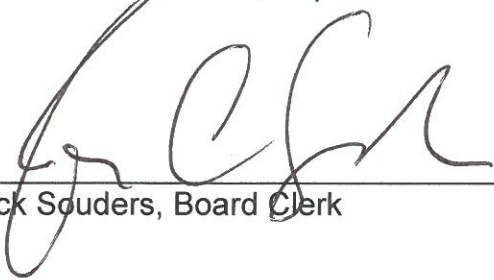
**Passed** with a motion by Patricia Singer and a second by John Briscoe.

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



---

Carol Hansen, Ed.D., Superintendent



---

Jack Souders, Board Clerk

*April 7, 2020*

---

Date