

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

 APPROVED

**Board of Trustees' Meeting - Minutes**

July 07, 2020

6:00 PM - OPEN SESSION

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

**Trustees: (in person)**

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

**Administration: (in person)**

Carol Hansen, Ed.D., Superintendent  
Felix Avila, Assistant Superintendent, Human Resources  
Julianne Hoefer, 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 6:00 p.m.

**B. Roll Call**

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

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

**D. Closed Session**

There were no items listed under Closed Session for consideration.

**E. Return to Open Session/Report of Closed Session Action:** None.

**F. Pledge of Allegiance**

The Pledge of Allegiance was led by President Clayton-Tarvin.

## **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 in the Board Room or via Zoom Webinar:

Gina Clayton-Tarvin, President  
Patricia Singer, Vice President  
Jack Souders, Clerk  
John Briscoe, Member  
Norm Westwell, Member  
Dr. Carol Hansen, Superintendent  
Felix Avila, Assistant Superintendent, Human Resources  
Dr. Julianne Hoefer, Assistant Superintendent, Educational Services  
Trish Montgomery, Public Information Manager  
Cindi Lee, Executive Assistant  
Phi Tran, Network Systems Specialist

## **H. Minutes**

### **H.1. Regular Board of Trustees' Meeting, June 23, 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

**I. Time Certain:** None.

## **J. Public Comments**

The following comments were submitted and read into the public record:

An elementary school parent urged the return of in-person schooling with safety measures in place, as one of the choices offered by the District.

Alicia Sanna, parent, shared options for classroom configurations/locations, including pop-up classrooms in outdoor spaces.

An anonymous parent urged the District to consider offering a hybrid model for students in fall, 2020.

Baz Rosenberg, parent, asked questions regarding Distance Learning, student supplies, and face coverings.

Krissy Cervantes, parent, requested additional information on screening protocols, online learning for quarantined students, coverage area of shield barriers on student desks, mask requirements, and a final District decision about school starting in September.

## **K. Communications**

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

The following correspondence had been received and shared with the Board of Trustees:

1. Email from Tony Martin, dated June 28, 2020;
2. Email from Steve Alfano, dated July 1, 2020;
3. Email from Amy Bonilla, dated July 6, 2020;
4. Two Emails from Steve Alfano, dated July 7, 2020.

The public may email [clee@ovsd.org](mailto:clee@ovsd.org) if they wish to receive a copy of the correspondence.

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

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

Trustee Souders thanked everyone for participating in the meeting virtually, and those present for wearing masks.

President Clayton-Tarvin commented that we are receiving and reviewing updated information daily, and will make decisions that are in the best interest of the health and safety of our students; thanked the public for their comments and emails.

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

Dr. Hansen advised that staff is monitoring the pandemic situation closely, as plans are developed for the next school year; referenced summer resources for families on the District's webpage, including summer modules and enrichment activities, as a way for students to continue learning and stay connected.

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

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

Jason Bozarth, CSEA President, expressed pride in the membership who are serving the District; thanked Administration for their commitment to the health and safety of all staff; provided updates on the state conference and chapter meeting; noted that the PAL (Partnership with Administration and Labor) relationship will be reviewed, as both labor and management move forward in a collaborative manner.

Marisa Joslyn, OVTA President, provided an update on the work of the OVTA/OVSD Communication Team, including the establishment of the school reopening task force; thanked all staff who have been working diligently throughout the summer.

## L. Reports

### **L.1. Reopening Considerations for Fall 2020 - Follow-up from June 30, 2020, Study Session**

Dr. Hansen presented an overview of the Board's direction given to staff at the Board meetings on June 23rd and 30th. Staff is currently developing In-person and Virtual Academy learning venues for the 2020-2021 school year. She noted, however, that based on the latest state and health care agency mandates, staff is prepared to pivot to a hybrid model if necessary.

She spoke about the face covering mandate, which requires the wearing of face coverings for all students and staff. She also mentioned that exceptions may be made due to age, special needs, or when social distancing is possible. Parents will be advised of the protocols for wearing face coverings before school begins.

Finally, next steps were discussed, including engaging stakeholders through the establishment of a Reopening Steering Committee with subcommittees; continued review of expert advice on health and safety; development of the OVSD Protection Plan; readying classrooms and campuses; communicating with staff and families; and conducting Virtual Academy Parent Information Meetings with a tentative enrollment window.

## M. Consent Calendar

### **M.1. Administrative Services: Addition of Kesler Science Membership to the Annual Professional Organization Memberships Listing 2020-2021**

**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: Agreement to Piggyback on Downey Unified School District's Bid #18/19-01 for Distribution of Dry, Refrigerated, and Frozen Food with Gold Star Foods for 2020-21 (Renewal)**

**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.3. Administrative Services: Renewal Contract for E-Rate Compliance Services between Ocean View School District of Orange County and CSM Consulting, Inc. (Renewal)**

**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.4. Administrative Services: Gifts to the District**

**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.5. Administrative Services: Proposal Agreement Between Ocean View School District of Orange County and Yorke Engineering, LLC for 2020-2021 Storm Water Assistance (Renewal)**

**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. Administrative Services: Purchase Orders for all Funds for June 12, 2020, through June 30, 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.7. Administrative Services: Purchase Orders for all Funds for July 1, 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.8. Administrative Services: School District Check Registers from June 6, 2020, through June 19, 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.9. Educational Services: Independent Contractor Agreement between Ocean View School District of Orange County and Expressions Speech-Language Services, Inc. for Speech Language Pathology Services (Renewal)**

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

**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.11. Human Resources: Certificated Employee Personnel Activity List - June 10, 2020, through June 23, 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.12. Human Resources: Classified Employee Personnel Activity List - June 10, 2020, through June 23, 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

## **N. Old Business**

### **N.1. Superintendent's Office: Proposed Additions/Revisions to Board Policy Series 6000: Instruction - Board Policy 6157: Distance Learning (Second Reading) (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  
No Norm Westwell

### **N.2. Superintendent's Office: Proposed Additions/Revisions to Board Policy Series 6000: Instruction - Board Policy 6181 - Alternative Schools/Program of Choice (Second Reading) (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  
No Norm Westwell

## **O. New Business**

### **O.1. Superintendent's Office: Proposed Additions/Revisions to Board Policy Series 5000: Students - Board Policy and Administrative Regulation 5141.52: Suicide Prevention (First Reading) (Information)**

Received for information. No additional changes were proposed.

### **O.2. Administrative Services: Agreement to Piggyback on Colton Joint Unified School District RFP No. CJNS-2018-19-PRODUCE - Fresh Produce with Gold Star Foods for 2020-2021 (Action)**

Motion by Norm Westwell, seconded by Patricia Singer, and carried by the following vote to approve:

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

Prior to the vote, Trustee Westwell raised a Point of Order, stating that the motion maker should be called on first to debate the motion, per Robert's Rules of Order.

President Clayton-Tarvin advised that his Point of Order was not well taken, as the Chair will decide the order in which Trustees debate the motion.

Trustee Westwell requested a Parliamentary Inquiry on the matter, and President Clayton-Tarvin asked Trustee Souders, as Parliamentarian, to research the issue.

**O.3. 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 John Briscoe.

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

**O.4. Administrative Services: Memorandums of Understanding (MOUs) to the Amended and Restated Lease Agreements Between Ocean View School District of Orange County and Leased Tenants at Glen View, Harbour View, and Meadow View (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  
No Norm Westwell

**O.5. Administrative Services: Memorandum of Understanding (MOU) to the Amended and Restated Lease Agreement Between Ocean View School District of Orange County and Grace Lutheran Church of Huntington Beach, Inc. (Grace Lutheran Church and Schools) (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.6. Administrative Services: Resolution No. 01:2021 - Establish Temporary Interfund Transfers of Special or Restricted Funds Pursuant to Education Code Section 42603 (Action)**

Motion by Norm Westwell, seconded by Patricia Singer, and carried by the following vote to approve:

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



Prior to the vote, Trustee Westwell raised a Point of Order, stating that the motion maker should be called on first to debate the motion, as he previously stated.

President Clayton-Tarvin advised that his Point of Order was not well taken, noting it is not a strict requirement, and for the ease of the listening audience, the Chair has decided to call on the Trustees in alphabetical order for debate.

Trustee Westwell appealed the ruling of the Chair. There was no interest by the remaining Board members to support the appeal.

**O.7. Administrative Services: Resolution No. 04:2021 - Adopting Specific COVID-19 Related Materials for Student Protection (Action)**

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

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

**O.8. Educational Services: Agreement for Non-Public School/Non-Public Agency Placement of Special Education Students as Determined by Individualized Education Programs (IEPs) (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: Amendment to Agreements for Non-Public School/Services for Special Education Students as Determined by Individualized Education Programs (IEPs) (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  
No Norm Westwell

**O.10. Educational Services: Contract for Independent Educational Evaluation (IEE) for a Student with Special Needs (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.11. Educational Services: Independent Contractor Agreements between Ocean View School District of Orange County and Jenny Gonzalez and Arantxa De Anda for Intern Psychologist Services (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.12. Human Resources: Quarterly Summary on Williams Uniform Complaints (Education Code Section 35186) - July 2020 (Information)**

Received for information.

**O.13. Human Resources: Resolution No. 02:2021 - Layoff by Elimination of Classified Positions Due to Lack of Work and/or Lack of Funds (Action)**

President Clayton-Tarvin advised of an erratum on this matter.

**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.14. Human Resources: Student Fieldwork Agreement between Ocean View School District of Orange County and California State University, Los Angeles (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  
No Norm Westwell

**O.15. Human Resources: Ocean View School District and Ocean View Teachers' Association 2019-20 Memorandum of Understanding - Extended School Year, Summer 2020 (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.16. Human Resources: Public Hearing on the Tentative Contractual Agreement between Ocean View School District and Ocean View Teachers' Association for 2019-2020 School Year**

President Clayton-Tarvin opened the Public Hearing at 7:24 p.m. There being no one wishing to address the Board on this matter, the Public Hearing was closed at 7:25 p.m.

**O.17. Human Resources: Tentative Contractual Agreement between Ocean View School District and Ocean View Teachers' Association for the 2019-2020 School Year (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 Comments to the Board of Trustees:** None.

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

**R. Board of Trustees' Roundtable**

Trustee Briscoe commended Dr. Hansen and Dr. Hoefler for their concerted effort in making our parents aware of the District's typing program, and asked that the program be frequently advertised to our families during the summer, as well as the school year.

Trustee Singer thanked Administration for their diligent work on the reopening plans for the next school year; assured everyone that the health and safety of staff and students is our top priority.

Trustee Souders, as Parliamentarian, advised that Trustee Westwell was correct in stating that the maker of a motion should be called upon first to debate the motion.

President Clayton-Tarvin thanked Trustee Souders for the clarification, stating she would look further into the matter and return with a final ruling.

Trustee Westwell read portions of Robert's Rules of Order regarding recognizing the maker of motion as the first person to speak in debate; cautioned the Board about not supporting appeals.

President Clayton-Tarvin reiterated that she would look into the matter brought up by Trustee Westwell, in fairness to the Trustee; advised that the next Board meeting will be held in August, unless a Special meeting is necessary, wherein a 24 hour notice will be given as required; urged the public to check the District's website and social media for the latest updates.

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

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

**U. Adjournment**

Time: 7:37 p.m.

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

Yes John Briscoe

Yes Gina Clayton-Tarvin

Yes Patricia Singer

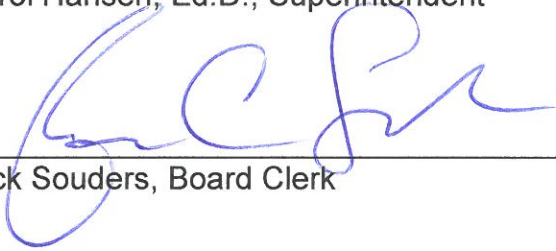
Yes Jack Souders

Yes Norm Westwell



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Carol Hansen, Ed.D., Superintendent



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Jack Souders, Board Clerk

*August 11, 2020*

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Date