



## **MEETING MINUTES**

**Closed Session: 5:15 P.M.  
Open Session: 6:00 P.M.**

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### **Voting Members**

Patricia Singer, President  
Gina Clayton-Tarvin, Vice President  
Jack Souders, Clerk  
Morgan Westmoreland, Trustee  
Norm Westwell, Trustee

### **Administration**

Michael Conroy, Ed.D., Superintendent  
Julianne Hoefler, Ph.D., Assistant Superintendent, Educational Services  
Keith Farrow, Assistant Superintendent, Administrative Services  
Reagan Headrick, Assistant Superintendent, Human Resources

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#### **A. Call to Order**

The Regular Meeting of the Board of Trustees was called to order by President Patricia Singer at 5:15 p.m.

#### **B. Roll Call**

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

#### **C. Agenda Adoption- Regular Board of Trustees' Meeting of January 10, 2023**

Motion by Gina Clayton-Tarvin and seconded by Patricia Singer to approve as submitted.

Substitute Motion by Norm Westwell to amend the agenda by pulling item N-1 (Review of Board Bylaw and Administrative Regulation 9323: Meeting Conduct and Order of Business) and bringing it back at a later date. Motion died for lack of a second.

After further discussion on the matter, a Substitute Motion was made by Norm Westwell and seconded by Patricia Singer, to approve the agenda with the removal of item N-1 (Review of Board Bylaw and Administrative Regulation 9323: Meeting Conduct and Order of Business).

The roll call vote was as follows:

Gina Clayton-Tarvin - No  
Patricia Singer - Yes  
Jack Souders - Yes  
Morgan Westmoreland - Yes  
Norm Westwell – Yes

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

Clerk Souders read aloud the items listed under Closed Session. As there was no one present wishing to speak on these matters, the Board moved to Closed Session at 5:31 p.m.

1. **Government Code Section 54956.8: Conference with Real Property Negotiators - Property: 4.4 acre parcel of land located at corner of Warner Avenue and Nichols Lane, commonly referred to as the “Wintersburg Property”; Agency Negotiator: Michael Conroy, Ed.D., Superintendent; Negotiating Parties: Ocean View School District of Orange County; Republic Services, Inc.; Under Negotiation: Instruction and authority provided to Negotiators will concern valuation, purchase, and assignment issues pertaining to disposition of said parcel pursuant to Agreement Between Landowners.**
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 6:00 p.m. There were no Closed Session actions to report.

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

President Singer led the Pledge of Allegiance.

#### **G. Introductions: None.**

#### **H. Minutes**

1. **Regular Board of Trustees' Meeting Minutes, December 13, 2022**

Approve as submitted.

Motion made by: Jack Souders

Motion seconded by: Morgan Westmoreland

Voting:

Patricia Singer - Yes  
Gina Clayton-Tarvin - Yes  
Jack Souders - Yes  
Morgan Westmoreland - Yes  
Norm Westwell – No

## I. Time Certain

### 1. 6:05 p.m. Annual Financial Audit Report (Information)

Mr. Bobby Patel, from the auditing firm of Eide Bailly LLP, presented information regarding the District's Annual Financial Audit Report ending June 30, 2022. He advised that the District received an unmodified opinion, which is the highest rating available. There were no material weaknesses or deficiencies reported in the audit, although there were two minor findings regarding Independent Study staffing ratio and timely submission of grant documents.

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

### 2. 6:15 p.m. Building Fund (Measure R) Financial and Performance Audits Report (Information)

Mr. Patel shared information with the Board regarding the Building Fund (Measure R) Financial and Performance Audits Report. He advised that there were no findings related to the financial audit or the performance audit for the fiscal year ending June 30, 2022.

Mr. Patel responded to questions from Board members.

### 3. 6:25 p.m. Oak View Elementary School: Bulletin Board Presentation

Oak View students performed the song, "Cruella de Vil" from the *101 Dalmatians* musical, which they will present in its entirety in March. Following the performance, Principal Jenna Landero spoke about the school's concerted efforts to celebrate culture, community, family, and education. The school strives to make sure that every student receives the academic, social, and emotional support needed so they can be successful in school. This year, Oak View revamped its special education delivery model to emphasize inclusion and increase time spent in general education classrooms. Fifth grade teacher Patti Schraff and education specialist Kim Davis shared their experiences regarding the transition to a higher level of inclusion for special education students. Both staff and students have greatly benefited from this inclusivity, modeling Oak View's motto to serve every student, every day.

### 4. 6:35 p.m. Vista View Middle School: Student Presentation

Vista View Principal Dr. Rasheedah Gates highlighted the school's science and music programs. Dr. Gates discussed partnering with Golden View School as they develop a program that allows students to learn about and contribute to sustainability on the planet. She also spoke about Vista's growing music program, where over 150 students are involved in band, strings, and guitar offerings.

Andersen Nguyen, a 7th grade GATE and ASB student, spoke about the many school program offerings he is engaged in with his fellow students at Vista View. He acknowledged Mrs. Hoang for her outstanding teaching of the

challenging 7th grade Algebra 1 class, specifically citing her project-based learning style. Finally, he shared the many benefits of his favorite afterschool program, the Speech and Debate Club, which include transferable skills such as public speaking and organization.

## **J. Public Comment**

Stacey Hamilton, parent, expressed her appreciation to staff for installing a new bell system at Hope View School, noting that her son Bodie also appreciates the quieter bells.

The Board of Trustees received a thank you card from Bodie Hamilton.

## **K. Communications**

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

President Singer advised that the following correspondence had been submitted online:

1. Written comment dated January 9, 2023, from Theresa Wilcox regarding improvements to the blacktop/basketball area behind the District Office.

Copies of the above correspondence have been provided to the Board members and are available for public review at the District Office.

### **2. Board/Committee Reports**

President Singer advised that the Wintersburg Subcommittee, composed of former Trustee John Briscoe and Vice President Gina Clayton-Tarvin, will now consist of Vice President Clayton-Tarvin and herself.

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

Trustee Westmoreland thanked the students and staff for their presentations tonight; commented on the value of public speaking skills as mentioned by Vista View student Andersen Nguyen; is looking forward to attending the Disney musical at Oak View School; expressed excitement for the new year.

Clerk Souders acknowledged the wonderful site presentations and student performances shared with the Board tonight; talked about the importance of offering robust electives to middle school students; pleased to be here, serving the community.

Vice President Clayton-Tarvin expressed her appreciation for the amazing work shared by Principal Landero and her Oak View teachers regarding their site's revamped Special Education program that emphasizes inclusion and increased time spent in the general education classroom; recalled the great support in the Oak View community as the District fought to protect our students and staff against the air pollution generated by the Rainbow disposal site; thanked Dr. Gates and Mr. Nguyen for their informative presentation

about Vista View Middle School; pleased to see Mrs. Hamilton and her son Bodie sharing their appreciation for the new bell system at Hope View School and thanked everyone involved in remedying the loud bell situation.

President Singer noted she is happy to be back serving our community and students; thanked staff for the work they do every day; mentioned her recent visits to classrooms and/or performances at Westmont, Mesa View, and Vista View; is looking forward to visiting other school sites in the future; thanked Principals Landero and Gates for their wonderful presentations as they highlighted their schools; stated how important it is to remain connected to our schools.

#### **4. Superintendent's Communications**

Dr. Conroy welcomed everyone back from the winter break. He recognized Oak View's students in grades 3-5 who worked on their iReady lessons over the break, resulting in over 135 completed lessons! He noted that Spring View, College View, Lake View, and Mesa View are piloting a reading incentive program called *Beanstack*, where students engage in schoolwide reading challenges. In addition, Circle View, College View, Harbour View, Lake View, and Star View are schools on target with their Spatial-Temporal (ST) Math monthly goals. Dr. Conroy expressed pride in the teachers' dedication to student learning, as highlighted by schools providing creative, meaningful, and challenging opportunities for students to improve their reading and math skills.

He congratulated Phi Tran, CSEA President, and Elizabeth Carr, First Vice President, on their newly elected positions, and looks forward to continued work with CSEA's leadership team.

Dr. Conroy acknowledged the administrative work done by Patti Bray, Benefits and Workers Compensation Specialist, in the transition of moving the District health program to CalPERS and her helpful assistance to employees during this time. Information Technology (IT) Department staff William Heyer, Travis Hunter, and Tim Gogley were recognized for their work over the winter break as they installed a new modern bell system at Hope View, replacing an old system that was very loud and not able to be adjusted.

Many schools held holiday musical performances and special events prior to winter recess. An integral part of the success of these events was the work of Dale Jacobson, IT's Computer Multi-Media Technician. Dale managed the sound logistics of these events, meeting each school's needs to ensure a wonderful program for parents, students, staff, and community members.

Santos Salas, Westmont's Head Custodian and Facilities PAL representative, and Craig Sample, Maintenance Supervisor, have worked collaboratively with Child Development Programs staff to address custodial issues for afterschool programs. Santos and Craig have brought creative options to be considered collaboratively. This is yet another example of partners working together that are vested in a cohesive and united relationship that benefits District initiatives and its workers. He expressed appreciation to three District Health

Techs, Rebecca Carr, Beth Lampley, and Angie Kesler, who are certified Red Cross CPR/First Aid trainers and have been providing training to our staff in this area.

Dr. Conroy praised these examples of outstanding Classified employees who provide necessary support and training to all our employees.

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

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

Phi Tran, CSEA President, introduced himself and his newly elected Executive Board leaders, including Treasurer Sarah Bruce; Dana Moyer; First Vice President Elizabeth Carr; Second Vice President Santos Salas; Secretary Brandi Knox; and Past President Jason Bozarth; thanked former President Jason Bozarth for his years of service as CSEA President; reported that four CSEA members also serve at the state level in various positions, including Rekha Powar, Jason Bozarth, Sandy Vaughan, and himself; is looking forward to a collaborative working relationship with everyone in the new year.

Heidi Webb, OVTA President, commented on the importance of connections before content, as first shared by Dr. Conroy; mentioned how important this relationship is to our students, and encouraged the Board to make respectful connections with their colleagues as well; urged everyone to focus on constant and never-ending improvement in the new year.

**L. Reports: None.**

**M. Consent Calendar**

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

Approve as submitted.

Motion made by: Jack Souders

Motion seconded by: Norm Westwell

Voting:

Patricia Singer - Yes

Gina Clayton-Tarvin - Yes

Jack Souders - Yes

Morgan Westmoreland - Yes

Norm Westwell – Yes

**2. Administrative Services: Payroll Check Registers from November 11, 2022, through December 10, 2022**

Approve as submitted.

Motion made by: Jack Souders

Motion seconded by: Norm Westwell

Voting:

Patricia Singer - Yes  
Gina Clayton-Tarvin - Yes  
Jack Souders - Yes  
Morgan Westmoreland - Yes  
Norm Westwell – Yes

**3. Administrative Services: Purchase Orders for all Funds from December 2, 2022, through December 16, 2022**

Approve as submitted.

Motion made by: Jack Souders

Motion seconded by: Norm Westwell

Voting:

Patricia Singer - Yes  
Gina Clayton-Tarvin - Yes  
Jack Souders - Yes  
Morgan Westmoreland - Yes  
Norm Westwell – Yes

**4. Administrative Services: School District Check Registers from December 1, 2022, through December 15, 2022**

Approve as submitted.

Motion made by: Jack Souders

Motion seconded by: Norm Westwell

Voting:

Patricia Singer - Yes  
Gina Clayton-Tarvin - Yes  
Jack Souders - Yes  
Morgan Westmoreland - Yes  
Norm Westwell – Yes

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

Approve as submitted.

Motion made by: Jack Souders

Motion seconded by: Norm Westwell

Voting:

Patricia Singer - Yes  
Gina Clayton-Tarvin - Yes  
Jack Souders - Yes  
Morgan Westmoreland - Yes  
Norm Westwell – Yes

**6. Human Resources: Certificated Employee Personnel Activity List - November 16, 2022, through December 26, 2022**

Approve as submitted.

Motion made by: Jack Souders

Motion seconded by: Norm Westwell

Voting:

Patricia Singer - Yes

Gina Clayton-Tarvin - Yes

Jack Souders - Yes

Morgan Westmoreland - Yes

Norm Westwell – Yes

**7. Human Resources: Classified Employee Personnel Activity List - November 16, 2022, through December 13, 2022**

Approve as submitted.

Motion made by: Jack Souders

Motion seconded by: Norm Westwell

Voting:

Patricia Singer - Yes

Gina Clayton-Tarvin - Yes

Jack Souders - Yes

Morgan Westmoreland - Yes

Norm Westwell – Yes

**N. Old Business**

**1. Superintendent's Office: Review of Board Bylaw and Administrative Regulation 9323: Meeting Conduct and Order of Business (Third Reading/Approval)**

This item was previously pulled from the Agenda.

**O. New Business**

**1. Superintendent's Office: Proposed Additions/Revisions to Board Policy/Administrative Regulations Series 5000: Students: Board Policy and Administrative Regulation 5141.21: Administering Medication And Monitoring Health Conditions (First Reading/Information)**

Received for information.

Dr. Conroy and Dr. Hoefler responded to questions from Board members regarding this matter. Additional information regarding certain aspects of the Board Policy and Administrative Regulation will be researched by staff and provided to the Board.



There were no proposed changes recommended by a majority of the Trustees.

**2. Superintendent's Office: Proposed Additions/Revisions to Board Policy/Administrative Regulations Series 6000: Instruction: Board Policy and Administrative Regulation 6020: Parent Involvement (First Reading/Information)**

Received for information.

Dr. Conroy and Dr. Hoefer responded to questions from the Board members. A majority of the Board agreed to replace the word "Train" in the Administrative Regulation - Parent Involvement (d), to "Educate." There were no further revisions proposed by the majority of the Board.

**3. Superintendent's Office: Proposed Additions/Revisions to Board Policy/Administrative Regulations Series 6000: Instruction: Board Policy and Administrative Regulation 6171: Title I Programs (First Reading/Information)**

Received for information.

There were no proposed changes recommended by a majority of the Trustees.

**4. Administrative Services: Agreement for Consulting Arborists Services and Related Full Service Tree Care (Action)**

Approve the Agreement for Consulting Arborists Services and Related Full Service Tree Care, and authorize Keith Farrow, Assistant Superintendent, Administrative Services, to execute all necessary documents.

Motion made by: Jack Souders

Motion seconded by: Morgan Westmoreland

Voting:

Patricia Singer - Yes

Gina Clayton-Tarvin - Yes

Jack Souders - Yes

Morgan Westmoreland - Yes

Norm Westwell – Yes

**5. Administrative Services: Agreement for Consulting with National Fire Protection Association (NFPA) 72 Fire Alarm Systems Monitoring, Inspection, Testing, Maintenance, and On-Call Services (Action)**

Approve the Agreement for Consulting with National Fire Protection Association (NFPA) 72 Fire Alarm Systems Monitoring, Inspection, Testing, Maintenance, and On-Call Services, and authorize Keith Farrow, Assistant Superintendent, Administrative Services, to execute all necessary documents.

Motion made by: Jack Souders

Motion seconded by: Morgan Westmoreland

Voting:

Patricia Singer - Yes

Gina Clayton-Tarvin - Yes

Jack Souders - Yes

Morgan Westmoreland - Yes

Norm Westwell – Yes

**6. Administrative Services: Antenna Site Lease and Access Agreement Between Ocean View School District of Orange County and Pendulum Property Partners at One Pacific Plaza (Action)**

Approve the Antenna Site Lease and Access Agreement Between Ocean View School District of Orange County and Pendulum Property Partners at One Pacific Plaza, and authorize Keith Farrow, Assistant Superintendent, Administrative Services, to execute the necessary documents.

Motion made by: Jack Souders

Motion seconded by: Morgan Westmoreland

Voting:

Patricia Singer - Yes

Gina Clayton-Tarvin - Yes

Jack Souders - Yes

Morgan Westmoreland - Yes

Norm Westwell – Yes

**7. Administrative Services: Engagement Agreement Between Ocean View School District of Orange County and Knobbe, Martens, Olson & Bear, LLP for Trademark Services (Action)**

Approve Engagement Agreement Between Ocean View School District of Orange County and Knobbe, Martens, Olson & Bear, LLP, and authorize Keith Farrow, Assistant Superintendent, Administrative Services, to execute the necessary documents.

Motion made by: Gina Clayton-Tarvin

Motion seconded by: Jack Souders

Voting:

Patricia Singer - Yes

Gina Clayton-Tarvin - Yes

Jack Souders - Yes

Morgan Westmoreland - No

Norm Westwell – No

Prior to the foregoing vote, the Board discussed the need for these services at this time.

**8. Educational Services: Amendment No. 1 to the Independent Contractor Agreement between Ocean View School District of Orange County and Boys & Girls Clubs of Huntington Valley for Expanded Learning Opportunities Program at Oak View (Action)**

Approve Amendment No. 1 to the Independent Contractor Agreement between Ocean View School District of Orange County and Boys & Girls Clubs of Huntington Valley for Expanded Learning Opportunities Program at Oak View School, and authorize Keith Farrow, Assistant Superintendent, Administrative Services, to execute the necessary documents.

Motion made by: Jack Souders

Motion seconded by: Morgan Westmoreland

Voting:

Patricia Singer - Yes

Gina Clayton-Tarvin - Yes

Jack Souders - Yes

Morgan Westmoreland - Yes

Norm Westwell – No

**P. Any Other Public Comments to the Board of Trustees**

Phi Tran, CSEA President, acknowledged Dana Moyer as CSEA's new Communications Officer, a position he held for the past seven years; spoke about his contribution to the newly designed District logo.

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

Trustee Westwell:

-Request for Proposal (RFP) for legal services, pursuant to Board Bylaw 9322(1)(c)

**R. Board of Trustees' Roundtable**

Trustee Westwell noted his resolution to be a more pleasant Board member; mentioned his meetings with Dr. Conroy and other Trustees in this attempt; will try to address issues privately instead of publicly, but will continue to hold people accountable as that is part of a Board member's role; is looking forward to a new year with this new Board.

Trustee Westmoreland appreciated the sentiments expressed by Trustee Westwell; is looking forward to starting her first full year as a Trustee.

Clerk Souders concurred with his colleagues; pleased to be starting off the new year in a positive direction; expressed concern with the administrative body of the Personnel Commission and the subsequent staffing issues that are having detrimental effects on our students; implored CSEA members to work with the District to remedy this situation, stressing the need to move forward together; wished everyone a happy new year.

Vice President Clayton-Tarvin thanked the Trustee at the end of the dais for sending her a Christmas Card; suggested that if he wants to do what is right, he could start

by taking down a hate website against her that he has been running on the Internet since 2016; also moving forward, requested that he stop leaving business cards on the public's doorsteps with inappropriate phraseology about her; noted these proposed actions would help to make amends.

President Singer agreed this was a great first meeting of the year, with room for growth and opportunity for all of us; is looking forward to collaborating together and respectfully disagreeing with each other, as we are here to do the work of the people and model good behavior for our community and students; expressed hope that these new, positive intentions are grounded in truth and action; pleased to serve the people in an honorable way.

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

The Board of Trustees returned to Closed Session at 8:33 p.m. to continue discussion of items previously announced. Any report of action taken in Closed Session will be made from the Board Room (Building A).

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

The Board of Trustees returned to Open Session at 9:56 p.m. There were no Closed Session actions to report.

**U. Adjournment**

Time: 9:57 p.m.

Motion made by: Norm Westwell

Motion seconded by: Gina Clayton-Tarvin

Voting:

Patricia Singer - Yes

Gina Clayton-Tarvin - Yes

Jack Souders - Yes

Morgan Westmoreland - Yes

Norm Westwell - Yes



Michael Conroy, Ed.D., Superintendent



Jack Souders, Board Clerk

January 24, 2023  
Date