



**MEETING MINUTES**

**CLOSED SESSION: 5:40 P.M.  
OPEN SESSION: 6:00 P.M.**

**Voting Members**

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

**Non-Voting Members**

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

**A. Call to Order**

The Regular Meeting of the Board of Trustees was called to order by President Gina Clayton-Tarvin at 5:40 p.m.

**B. Roll Call**

Members present: John Briscoe, Gina Clayton-Tarvin, Norm Westwell

Jack Souders participated via phone at this time.

Patricia Singer arrived at 5:42 p.m.

**C. Agenda Adoption- Regular Board of Trustees' Meeting of September 13, 2022**

President Clayton-Tarvin pulled Agenda Item M.1 (Gifts to the District) from the Consent Calendar for individual consideration; Trustee Westwell pulled Agenda Item M.5 (Independent Contractor Agreement between Ocean View School District of Orange County and 1-866-NEWLUNG-Tobacco Cessation Department) from the Consent Calendar for individual consideration.

MOTION by John Briscoe, seconded by Jack Souders, and carried by the following roll call vote to approve the Agenda, with Agenda Items M.1 and M.5 moved to before O. New Business for consideration:

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

**D. Closed Session**

Trustee Singer read aloud the item listed under Closed Session. As there was no one present wishing to speak on this matter, the Board moved to Closed session at 5:45 p.m.

- 1. Government Code Section 54957.6: Conference with Labor Negotiators - Agency designated representative: Reagan Headrick, 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. There were no Closed Session actions to report.

**F. Pledge of Allegiance**

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

**G. Introductions**

President Clayton-Tarvin introduced former Ocean View School District Board Member, Tracy Pellman, in the audience.

**H. Minutes**

At this time, Trustee Souders was informed by President Clayton-Tarvin that he could no longer participate as a Trustee in the meeting tonight, as his location was not agendized in the appropriate manner. Trustee Souders expressed understanding and disconnected his phone call in to the meeting.

**1. Regular Board of Trustees' Meeting Minutes, August 16, 2022**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Not Present

John Briscoe - Yes

Norm Westwell - Yes

**I. Time Certain**

**1. 6:05 p.m. California Model School Attendance Review Board (SARB) Recognition**

Ocean View School District's School Attendance Review Board (SARB) has been designated as one of just six model programs in California. Members of the SARB team, led by Student Services Director Barb Davis, were recognized for their diligent work and commitment to the program, which serves as a critical safety net for students with persistent attendance or behavioral problems.

**2. 6:15 p.m. Bulletin Board Presentation - Educational Services**

Dr. Hoefer led a team presentation about the District's successful Summer Education Academy (SEA), as she referenced a bulletin board in the back of the Board Room, reflecting highlights of the program. Speakers Chileen Spaulding, Special Education Director and SEA Administrator; teacher Niki Hoang, and student Gavin Hommerson shared their personal reflections of the program. SEA was supported by 77 teachers and served 1,381 students over 19 days, with 76 hours of learning. The goals of SEA were to increase student achievement through additional instruction; provide intensive, strategic support through smaller class sizes; and support social-emotional well-being through interactions and relationship building.

**J. Public Comment**

Tracy Pellman, community member, presented a *Cease and Desist* Letter to President Clayton-Tarvin, and read the letter into the record.

Mira Dermendjieva, parent, requested a shade structure be erected at Harbour View School for the students.

Kimberly Turnquist, parent, requested the return of staff member Joy Niles to Golden View's Kids' Club.

Marta Galloway, staff member, expressed concern regarding the disruption caused by the moving of Kids' Club staff members throughout the District this school year.

**K. Communications**

- 1. Written Communications to the Board:** None.
- 2. Board/Committee Reports:** None.
- 3. Trustees' Communications**

Trustee Singer welcomed everyone back to the new school year; noted she received calls and messages regarding the air conditioning problems at the sites during this heat wave, but has confidence that staff is addressing the issue; attended and spoke at the annual Welcome Back Staff Kick-off Event; pleased with Dr. Conroy's theme this year of "Connections before Content"; visited Circle View and Spring View on the first day of school; attended the 9 /11 Huntington Beach City Hall Remembrance Day; attended the PTA/O/SA/SO Presidents' Roundtable on behalf of President Clayton-Tarvin; is looking forward to visiting more schools in the future.

Trustee Briscoe shared information from CSBA's summer newsletter regarding censure of Board members; encouraged staff to look into home visits in light of the School Attendance Review Board (SARB) discussion tonight.

President Clayton-Tarvin noted she is excited to begin the new school year; along with Dr. Conroy and Trustee Singer, visited Circle View and Spring View on the first day of school; acknowledged that the heat in certain classrooms was unbearable, but is sure staff is addressing the problem as fast as they can; takes responsibility as

the leader of the Board for the lack of working air conditioning in all classrooms; commented on the passing of Dr. Ralph Bauer and his extraordinary lifetime achievements; along with Trustee Singer, attended the 9/11 remembrance event sponsored by the City of Huntington Beach; spoke about her recent visit to Fort Irwin where she toured the National Training Center which provides training exercises for Army, Marines, Air Force, and Navy units.

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

Dr. Conroy commented on the well-attended 2022-2023 Welcome Back Kick-off Event for staff and thanked Trustee Singer and Trustee Briscoe for attending. He expressed special thanks to Trustee Singer and Huntington Beach Mayor Barbara Delgleize, who provided motivational words to over 700 attendees. In addition, CSEA President Jason Bozarth and OVTA President Heidi Webb welcomed back the staff to the new school year. In his inspirational keynote speech, Dr. Conroy shared this year's theme of "Connections Before Content," and challenged all teachers to write a positive, encouraging note home to every student by the end of October.

On the first day of school, Dr. Conroy visited Vista View and spoke to the students in their general assembly. He also toured Circle View and Spring View with President Clayton-Tarvin and Trustee Singer, in addition to attending the quarterly City/School District meeting with them. The first PTA/O/SA/SO Presidents' Roundtable meeting was held this week, and he thanked Trustee Singer for attending on behalf of President Clayton-Tarvin.

Dr. Conroy thanked the District's Library Media Specialists, who have been instrumental in distributing instructional materials to every teacher and student throughout the District in a quick and efficient manner. He expressed his appreciation to our school custodians who assisted in the moves of teachers to their new classrooms as a result of enrollment changes, and thanked our OVTA leadership and teachers for working together to ensure a smooth transition with site changes.

Finally, he noted that Governor Newsom has rescinded the Vaccine Verification for Workers in Schools public health order, which translates to our unvaccinated school employees no longer having to undergo weekly COVID-19 testing. In addition, unvaccinated volunteers will no longer have to provide weekly verification of a negative COVID-19 test. Dr. Conroy stressed the importance of continued health safety for our staff and students.

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

Kimberly Fatum, Roundtable President, reported on the September 12, 2022, Presidents' Roundtable Meeting and thanked Trustee Singer, Executive Cabinet, and Principals for attending this first meeting of the new school year. Upon her re-election as Roundtable President, Mrs. Fatum led the meeting, and topics discussed included mitigation measures to address the heat wave affecting many school classrooms; candidates speaking at PTA/O/SA/SO Meetings; operational reminders

from Administrative Services staff; schedule of future Roundtable meetings and meeting format; and a recap of each site's activities and plans.

Trustee Singer noted that she left the room during the discussion about candidates speaking at PTA/O/SA/SO meetings and returned when this discussion ended.

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

Jason Bozarth, CSEA President, commented on past District decisions that originate from a desire to improve programs or save money, but have adversely impacted staff members; shared current staffing problems in the areas of Special Education and Child Care that have resulted from previous reductions and program changes; mentioned the transfer of Kids' Club employees has resulted in many staff members leaving the District to accept other jobs or veteran staff considering retirement; noted the same staffing issues are adversely affecting the Transportation Department; is encouraged by the newfound commitment to communicate by District administration, but indicated these disastrous short term decisions need to be a thing of the past.

Mr. Bozarth responded to questions from President Clayton-Tarvin, who recommended he speak to the Personnel Commission regarding the staffing issues he presented, as the Board of Trustees is not directly involved in the hiring process.

Heidi Webb, OVTA President, shared that teachers are happy to be back at school and seeing students making connections in the classrooms; thanked Dr. Conroy for his leadership that has resulted in smooth transitions at schools, including his personal meetings with teachers at College View, Westmont, and Lake View, where issues were resolved together as part of the Partnership with Administration and Labor (PAL); mentioned that OVTA is looking forward to starting negotiations with the District and is confident that a fair, amicable agreement will be reached.

## **L. Reports**

### **1. Construction Update**

Jim Choate, Executive Director of Facilities, provided Measure R modernization updates on Vista View, Star View, and Mesa View, as well as the status of summer projects, including Harbour View perimeter fencing, Park View, and District Office HVAC.

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

### **2. Heating, Ventilation, and Air Conditioning (HVAC) Update**

Mr. Choate spoke about the HVAC challenges the District is experiencing, including some antiquated systems, lack of standardized Emergency Management Systems (EMS), difficulty finding and retaining qualified HVAC staff, and funding issues. He shared an HVAC rating index for the Measure R modernized sites, the emergency modernized sites, the non-modernized elementary school sites, and the non-modernized middle school sites.

Dr. Conroy, Mr. Farrow, and Mr. Choate responded to questions and concerns expressed by the Board members.

**M. Consent Calendar**

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

Approve as submitted.

This Agenda Item was previously removed from the Consent Calendar for individual consideration. As one donation was given by Mrs. Briscoe, Trustee Briscoe left the dais during the vote on this item to avoid any conflict of interest. He returned after the vote was completed.

Motion made by: Gina Clayton-Tarvin

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Not Present

John Briscoe - Abstain

Norm Westwell - Yes

**2. Administrative Services: Payroll Check Registers from July 11, 2022, through August 10, 2022**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Not Present

John Briscoe - Yes

Norm Westwell - Yes

**3. Administrative Services: Purchase Orders for all Funds from August 5, 2022, through August 18, 2022**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Not Present

John Briscoe - Yes

Norm Westwell - Yes

**4. Administrative Services: School District Check Registers from July 9, 2022, through August 18, 2022**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders - Not Present  
John Briscoe - Yes  
Norm Westwell - Yes

**5. Educational Services: Independent Contractor Agreement between Ocean View School District of Orange County and 1-866-NEW LUNG (Tobacco Cessation Department) (Renewal)**

Approve as submitted.

This Agenda Item was previously pulled for individual consideration. Trustee Westwell expressed his opposition, stating this type of matter should be handled by the parents.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders - Not Present  
John Briscoe - Yes  
Norm Westwell - No

**6. Educational Services: Independent Contractor Agreements between Ocean View School District of Orange County and Karen Jeffries, dba Art Explorers, for Art Instruction at Circle View, College View, Golden View, Hope View, Star View, and Village View Schools (Renewal)**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders - Not Present  
John Briscoe - Yes  
Norm Westwell - Yes

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

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders - Not Present  
John Briscoe - Yes  
Norm Westwell - Yes

**8. Human Resources: Certificated Employee Personnel Activity List - August 3, 2022, through August 29, 2022**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders - Not Present  
John Briscoe - Yes  
Norm Westwell - Yes

**9. Human Resources: Classified Employee Personnel Activity List - August 3, 2022, through August 29, 2022**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders - Not Present  
John Briscoe - Yes  
Norm Westwell – Yes

**N. Old Business:** None.

**O. New Business**

**1. Administrative Services: 2021-2022 Unaudited Actuals Report (Action)**

Assistant Superintendent Farrow narrated a PowerPoint presentation regarding the Unaudited Actuals Budget Update. He discussed Estimated and Actuals Comparison; 45-Day Budget Revision Impact; Program Contributions; Enrollment History; and District Budget Challenges.

Mr. Farrow responded to questions from the Trustees.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer



Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders - Not Present  
John Briscoe - Yes  
Norm Westwell - Yes

**2. Administrative Services: Resolution No. 04:2223 - 2022-2023 Gann Appropriations Limit (Action)**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders - Not Present  
John Briscoe - Yes  
Norm Westwell - Yes

**3. Administrative Services: Appointment of Members to the Citizens' Oversight Committee for the General Obligation Bond Measure R (Action)**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders - Not Present  
John Briscoe - Yes  
Norm Westwell - Yes

Prior to the vote, Sal Hanna, Sally Frost, and Crystal Mayer each shared their qualifications and reasons for wishing to participate on the Citizens' Oversight Committee.

**4. Administrative Services: Resolution No. 07:2223: Approval to Apply for State Allocation Board School Facility Bond Funds (Action)**

Approve as submitted.

Motion made by: Norm Westwell

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders – Not Present  
John Briscoe - Yes  
Norm Westwell - Yes

**5. Educational Services: Agreement for Non-Public School/Non-Public Agency Placement of Special Education Student as Determined by Individualized Education Program (IEP) (Action)**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Not Present

John Briscoe - Yes

Norm Westwell - Yes

**6. Educational Services: Amendment to Agreement for Non-Public School/Non-Public Agency Placement of Special Education Students as Determined by Individualized Education Programs (IEPs) (Action)**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Not Present

John Briscoe - Yes

Norm Westwell - Yes

**7. Educational Services: Independent Contractor Agreement between Ocean View School District of Orange County and Professional Tutors of America, Inc. (Action)**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Not Present

John Briscoe - Yes

Norm Westwell - Yes

**8. Educational Services: Agreement for the Provision of Vision Initiatives Grant (Action)**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders - Not Present  
John Briscoe - Yes  
Norm Westwell - No

Prior to the vote, Trustee Westwell expressed his opposition to this Agenda Item, as he shared his concern with contract language and possible indoctrination occurring as a result of this program.

**9. Educational Services: 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 Elementary School (Action)**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders - Not Present  
John Briscoe - Yes  
Norm Westwell - Yes

**10. Educational Services: Independent Contractor Agreement between Ocean View School District of Orange County and Strategic Kids for Expanded Learning Opportunities Program for Westmont Elementary School (Action)**

Approve as submitted, with erratum.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders - Not Present  
John Briscoe - Yes  
Norm Westwell - Yes

**11. Educational Services: Memorandum of Understanding between Orange County Department of Education and Ocean View School District of Orange County for Alcohol and Other Drug Prevention Program (Action)**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders - Not Present  
John Briscoe - Yes  
Norm Westwell - No

Prior to the vote, Trustee Westwell stated his opposition to this program, as this should be handled by the parents.

**12. Human Resources: Approval of Variable Term Waiver 2022-2023 (Action)**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders - Not Present  
John Briscoe - Yes  
Norm Westwell - Yes

**13. Human Resources: Resolution No. 05:2223 - Local Assignment Option for Speech and Hearing Therapy Services (Action)**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders - Not Present  
John Briscoe - Yes  
Norm Westwell - Yes

**14. Human Resources: Resolution No. 06:2223 - Resolution for Exception to the 180 Day Wait Period (Action)**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes  
Patricia Singer - Yes  
Jack Souders - Not Present  
John Briscoe - Yes  
Norm Westwell – Yes

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

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

Trustee Westwell:

-Requested the Board re-address the Resolution adopted on April 19, 2019, regarding the timeline for the Board to receive the annual HVAC report from staff.

**R. Board of Trustees' Roundtable**

Trustee Singer expressed her appreciation to the Educational Services Division for their presentation tonight on the successful SEA Program and bulletin board highlights of the program; thanked the Citizens' Oversight Committee's new members for their commitment to our District; thanked staff for their daily work they do for our students.

Trustee Briscoe thanked Jim Riner, Director of Food and Nutrition Services, for assisting him in understanding the operational details of the District's Food Service system; reported on his recent lawsuit against the City which resulted in ballot language being corrected with regard to the City Council candidates; mentioned he spoke at a recent City Council meeting, where he proudly shared information about the District's programs.

President Clayton-Tarvin thanked the staff in the audience for staying for the entire meeting; thanked Trustee Singer for attending the Welcome Back Kick-off Event on her behalf; discussed further details of her visit to Fort Irwin and the National Training Center, thanking Mayor Pro Tem Mike Posey for the invitation and the United States Army for their gracious hospitality.

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

Time: 9:35 p.m.

President Clayton-Tarvin advised the Board of Trustees will be returning to Closed Session to continue discussion of the item previously announced. Any reports of Closed Session action will be made from the Board Room.

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

The Board of Trustees returned to Open Session at 10:20 p.m. There were no Closed Session actions to report.

**U. Adjournment: 10:21 p.m.**

Motion made by: Norm Westwell

Motion seconded by: Patricia Singer

Voting:


Gina Clayton-Tarvin - Yes


Patricia Singer - Yes

Jack Souders - Not Present

John Briscoe - Yes

Norm Westwell – Yes

  
\_\_\_\_\_  
Michael Conroy, Ed.D., Superintendent

 \_\_\_\_\_ Date 9/28/22

Gina Clayton-Tarvin, President

Date