



**MEETING MINUTES**

**CLOSED SESSION: 5:30 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

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**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 August 16, 2022**

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

President Clayton-Tarvin moved Agenda Item I.4 (Superintendent's Communications) to before Q. Closed Session. Trustee Souders pulled Agenda Item J.3 (Purchase Orders) and Trustee Westwell pulled Agenda Item J.9 (Listing of Conferences, Meetings, Workshops, and Consultants) from the Consent Calendar for individual consideration.

President Clayton-Tarvin advised that both Agenda Items pulled from the Consent Calendar will be moved to before L. New Business for consideration.

Vote on motion to approve:

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

**D. Pledge of Allegiance**

President Clayton-Tarvin led the Pledge of Allegiance.

**E. Introductions**

President Clayton-Tarvin introduced Mr. Mark Bixby, Measure R Citizens' Oversight Committee Chairperson, in the audience.

**F. Minutes****1. Regular Board of Trustees' Meeting Minutes, July 5, 2022**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Abstain

John Briscoe - Yes

Norm Westwell - Yes

**G. Time Certain****1. 6:05 p.m. Measure R Citizens' Oversight Committee Annual Report**

Mark Bixby, Chairperson, Measure R Citizens' Oversight Committee, presented the Committee's 2021-2022 Annual Report to the Board, which included committee meeting dates, Measure R project updates, a financial summary, and an explanation of the Committee's activities. He reported that the Ocean View School District is in compliance with all legal requirements and that all proceeds were used for school improvement projects authorized under Measure R.

**H. Public Comment:** None.

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

President Clayton-Tarvin advised that the following correspondence had been submitted online:

1. Written comment dated August 16, 2022, from Nichole Ngom regarding Kids' Club Staffing;
2. Written comment dated August 16, 2022, from L. Ladra regarding Kids' Club Staffing;
3. Written comment dated August 16, 2022, from Joy Heavilin regarding Kids' Club Staffing.

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:** None.

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

Trustee Souders wished everyone good luck as they prepare for the new school year.

Trustee Singer expressed her excitement for the beginning of a new school year; pleased to begin a new school year, taking care of our students, parents, and staff.

Trustee Briscoe welcomed everyone back to school.

President Clayton-Tarvin thanked the year-round staff for their work during the summer; commented on her trip to Europe to visit family and friends, noting that Trustee Singer traveled with her as well; stated that she has filed to run for a seat on the Huntington Beach City Council, and looks forward to the campaign and working for the people of Huntington Beach, should she be elected; expressed her support of Trustees Briscoe, Singer, and Souders on their re-election to the Board of Trustees.

President Clayton-Tarvin advised that Dr. Conroy had arrived at 6:18 p.m.

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

Dr. Conroy shared that he had just returned from taking his daughter to college at Louisiana State University in Baton Rouge, Louisiana; commented on the benefits of outstanding and nurturing schools, teachers, support staff, and administrators who prepare students for the future; proud that students attending an OVSD school will have the foundation they need for high school and college; recently visited all the school sites, the Central Kitchen, and the Vista View modernization project; talked about the successful Summer Education Academy where approximately 1,200 students received additional academic support; mentioned the Summer Professional Advancement training series for teachers which was well received; noted that basic school supplies will be delivered to each site for every student prior to the beginning of school; explained that new security measures, including video surveillance, intercom, and electric entry systems have been installed at all school front offices; noting that CSEA offers a no-cost college program to members and their families, he acknowledged Oak View School Office Manager Cathy Opperud who recently completed her program of study and earned her Associate of Arts Degree in Business Management; recognized Mrs. Opperud's daughter, Summer, who also participated in the program and graduated with her Associate of Arts Degree in Teacher Education; congratulated Rehka Powar who was recognized at the CSEA State Conference for her work in OVSD as an Early Learning Educator, as well as her community engagement and union involvement; advised that joint communication meetings between Executive Cabinet and members of CSEA's Executive Board will continue as part of the Partnership with Administration and Labor (PAL) relationship; shared highlights of the annual Leadership Retreat enjoyed by over 45 certificated and classified management team members; spoke about the upcoming annual Welcome Back All Staff Kickoff Event on Friday, September 2, held on the District Office activity field and invited all Trustees to attend.

### **5. PTA/PTO/PTSA/PTSO Presidents' Roundtable - Inactive in summer**

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

CSEA presented a video highlighting CSEA's 96th Annual Conference in Las Vegas, Nevada.

OVTA: No Report.

**J. Consent Calendar**

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

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

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

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

**3. Administrative Services: Purchase Orders for all Funds from July 1, 2022, through August 4, 2022**

This Agenda Item had been previously pulled by Trustee Souders for individual consideration.

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

Addressing concerns voiced by Trustee Souders, Mr. Farrow provided clarity regarding crossing fiscal years that has resulted in a listing of Change Orders, all of which have been previously approved by the Board of Trustees.

Trustee Westwell expressed concern with the Purchase Orders involving water purchases from the City of Huntington Beach and Sparkletts Water Company, and advised he could not support this Agenda Item.

Vote on motion to approve:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – No

**4. Administrative Services: School District Check Registers from June 21, 2022, through July 8, 2022**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

**5. Educational Services: Independent Contractor Agreements between Ocean View School District of Orange County and Anna Lassig for Music Instruction at Circle View, Hope View, and Lake View Schools (Renewal)**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

**6. Educational Services: Independent Contractor Agreements between Ocean View School District of Orange County and Eileen Maeda for Music Instruction at Harbour View and Oak View Schools (Renewal)**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

**7. Educational Services: Agreement Between Orange County Department of Education and Ocean View School District of Orange County for Inside the Outdoors Programs for the Fiscal Year 2022-2023 (Renewal)**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

**8. Educational Services: Independent Contractor Agreement between Ocean View School District of Orange County and Social Wise Consulting for Interns for the 2022-2023 School Year (Renewal)**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

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

This item was previously pulled by Trustee Westwell for separate consideration.

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

Trustee Westwell noted he will be voting against this item, as he does not think a consultant agreement with Dr. Farley is necessary.

Vote on motion to approve:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – No

**10. Educational Services: Twilight Family Education Project Agreement, September 2022 – September 2024 (Renewal)**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

**11. Human Resources: Certificated Employee Personnel Activity List - June 29, 2022, through August 2, 2022**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

**12. Human Resources: Classified Employee Personnel Activity List - June 29, 2022, through August 2, 2022**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

**K. Old Business:** None.

**L. New Business**

**1. Superintendent's Office: Agreement Between California State University, Long Beach and Ocean View School District of Orange County for Student Fieldwork Placement Agreement (Action)**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – No

**2. Superintendent's Office: Resolution No. 01:2223 - Remuneration for Trustee Jack Souders - June 28, 2022, Board of Trustees' Meeting (Action)**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Abstain

John Briscoe - Yes

Norm Westwell – Yes

**3. Superintendent's Office: Resolution No. 02:2223 - Remuneration for Trustee Norm Westwell - June 28, 2022, Board of Trustees' Meeting (Action)**

Approve as submitted.

Motion made by: Jack Souders

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Abstain

**4. Administrative Services: 45-Day Revision of 2022-2023 Annual Budget (Action)**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell - Yes

Prior to the foregoing vote, Mr. Farrow narrated a PowerPoint presentation regarding the Revision. He discussed assumptions included in the Adopted Budget, the 45-day Revision, and Future Budget Revisions. Also shared were details of the combined General Fund and components of the Ending Fund Balance.

Dr. Conroy and Mr. Farrow responded to questions from the Trustees.

**5. Administrative Services: Electronic Document Management System Software Support Service Agreement Between Ocean View School District of Orange County and Orange County Superintendent of Schools (Action)**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: Jack Souders



Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

**6. Administrative Services: First Amended Charter Facilities Agreement By and Between Ocean View School District of Orange County and Sycamore Creek Community Charter School (Action)**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

**7. Administrative Services: Independent Contractor Agreement Between Ocean View School District of Orange County and Certified Transportation Services, Inc. (Action)**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

**8. Administrative Services: School Nutrition Programs Contract for Vended Meals Between Ocean View School District of Orange County and Sycamore Creek Community Charter School (Action)**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: John Briscoe

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

**9. Administrative Services: Substitution for Subcontractor on the Star View Elementary Modernization Project 21-408 (Action)**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: Jack Souders

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

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

Approve as submitted.

Motion made by: Jack Souders

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

**11. Human Resources: Memorandum of Understanding between Santa Clara County Office of Education and Ocean View School District of Orange County (Action)**

Approve as submitted.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

**12. Human Resources: Resolution No. 03:2223 - A Resolution of the Board of Trustees of Ocean View School District of Orange County Authorizing Teaching Assignments 2022-2023 (Action)**

Approve as submitted.

Motion made by: Jack Souders

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

Jack Souders - Yes

John Briscoe - Yes

Norm Westwell – Yes

**M. Reports****1. Construction Update**

Assistant Superintendent Farrow presented the Board with options to review regarding the Mesa View modernization scheduled for the 2023-2024 school year. The Board provided input on the front facade of the school, parking lot configuration, and scope of work for classroom buildings.

**2. After School Expanded Learning Opportunity Program (ELOP)**

Assistant Superintendent Hoefler presented an overview of the Expanded Learning Opportunities Program (ELOP), which offers academic and learning opportunities outside of regular school hours. She reviewed the planning and implementation timeline, and the ELOP purpose and requirements. The Program will be piloted at Westmont and Oak View Schools at this time, with expansion to other sites in future months.

Dr. Hoefler responded to questions from the Board of Trustees. It was the majority consensus of the Board to move forward with the Program as presented.

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

**O. Future Agenda Items (As Requested by Board Members):** None.

**P. Board of Trustees' Roundtable**

Trustee Souders welcomed back the teachers to a new school year; thanked classified staff who work in the summer to prepare the school sites and classrooms for incoming students.

Trustee Singer concurred with Trustee Souders' comments; mentioned that, along with Trustees Souders and Briscoe, she is running for re-election to the Board of Trustees; noted she is excited to continue to represent the Ocean View community, parents, students, and staff, as she is a strong advocate for public education; expressed her support for the re-election of Trustees Souders and Briscoe.

Trustee Briscoe shared that his son is now a full-time teacher, and thanked the teachers for their dedication to our students; stated his eagerness to welcome back to our District those students in the area who attend private schools or who are homeschooled.

President Clayton-Tarvin spoke about the upcoming election, expressing concern that a change on the Board may mean a change in staff; hoped that Trustees Briscoe, Singer, and Souders will be re-elected to ensure the ongoing success of Ocean View School District; urged the public to look closely at the motives and politics of the candidates in the upcoming election.

**Q. Closed Session**

Clerk Souders 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 8:54 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**

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

The Board of Trustees returned to Open Session at 9:50 p.m. There were no Closed Session actions to report.

**S. Adjournment**

Time: 9:51 p.m.

Motion made by: John Briscoe

Motion seconded by: Patricia Singer

Voting:

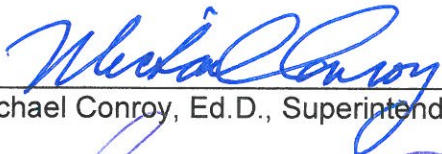
Gina Clayton-Tarvin - Yes

Patricia Singer - Yes

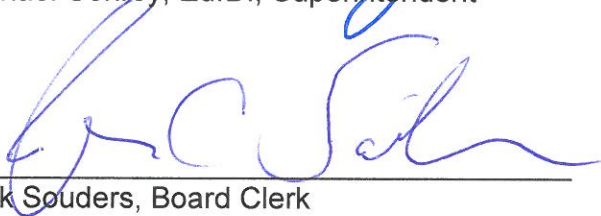
Jack Souders - Yes

John Briscoe - Yes

Norm Westwell - Yes



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



\_\_\_\_\_  
Jack Souders, Board Clerk

9/28/2022

\_\_\_\_\_  
Date