



**Ocean View  
School District**

**APPROVED**

OCEAN VIEW SCHOOL DISTRICT  
17200 Pinehurst Lane  
Huntington Beach, CA 92647

**Board of Trustees' Meeting  
July 9, 2024; 6:00 p.m.**

## **MEETING MINUTES**

**Closed Session: 4:00 p.m.**

**Open Session: 6:00 p.m.**

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### **Voting Members**

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

### **Administration**

Michael Conroy, Ed.D., Superintendent  
Julianne Hoefer, Ph.D., Deputy Superintendent, Human Resources  
Keith Farrow, Assistant Superintendent, Administrative Services  
Alice Lee, Ed.D., Assistant Superintendent, Educational Services

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

The Regular Meeting of the Board of Trustees was called to order by President Jack Souders at 4:02 p.m.

### **B. Roll Call**

Members present: Patricia Singer, Jack Souders, Norm Westwell

Member absent: Gina Clayton-Tarvin

Morgan Westmoreland arrived at 4:03 p.m.

### **C. Agenda Adoption- Regular Board of Trustees' Meeting of July 9, 2024**

Motion made by: Norm Westwell

Motion seconded by: Patricia Singer

#### Voting:

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

**D. Closed Session**

Vice President Singer read aloud the item listed under Closed Session.

**1. Government Code Section 54957: Public Employee Performance Evaluation - Superintendent**

As there was no one present wishing to speak on this matter, the Board of Trustees moved to Closed Session at 4:04 p.m.

**E. Reconvene in Open Session/Report of Closed Session Action**

The Board of Trustees returned to Open Session at 6:01 p.m. There was no Closed Session action to report.

**F. Pledge of Allegiance**

President Souders led the Pledge of Allegiance.

**G. Introductions: None.**

**H. Minutes**

**1. Special Board of Trustees' Meeting Minutes, June 20, 2024**

Approve as submitted.

Motion made by: Norm Westwell

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Absent

Patricia Singer - Yes

Jack Souders - Yes

Morgan Westmoreland - Yes

Norm Westwell - Yes

**2. Regular Board of Trustees' Meeting Minutes, June 25, 2024**

Approve as submitted.

Motion made by: Norm Westwell

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Absent

Patricia Singer - Yes

Jack Souders - Yes

Morgan Westmoreland - Abstain  
Norm Westwell - Yes

I. **Time Certain:** None.

J. **Public Comment:** None.

K. **Communications**

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

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

3. **Personnel Commissioner Report (Three Minutes)**

Bob Ewing, Chair, Personnel Commission, updated the Board on the recent work of the Classified Personnel Department, including recruitment efforts, eligibility lists, and summer hiring; shared that Dr. Scott Jensen had a successful first week as the District's Human Resources Executive Director.

4. **Trustees' Communications (Three Minutes per Board Member)**

Vice President Singer commented on the District's participation in the recent Huntington Beach 4<sup>th</sup> of July Parade, which everyone enjoyed; acknowledged Julie St. Cyr, Communications and Public Information Officer (PIO), for facilitating parade arrangements for the participants; thanked the Facilities and Maintenance/Operations teams for working hard during the summer to prepare our campuses for the next school year; expressed appreciation to staff who work year-round to support the District in various ways.

Trustee Westwell hoped everyone is enjoying their summer.

President Souders shared his experience as he participated in the holiday parade as well, and was pleased to see so many District students, families, and staff attending the fun event; expressed appreciation to staff members working through the summer, including summer school teachers and those who developed the strong curriculum for the summer program.

5. **Superintendent's Communications**

Dr. Conroy shared some of the great work being done by staff throughout the District.

Thank you to Julie St. Cyr, Communications and Public Information Officer, for organizing the Ocean View School District's participation in the Huntington Beach 4<sup>th</sup> of July Parade. The District was represented by President Souders, Vice President Singer, Dr. Conroy, and Executive Cabinet, along with approximately 35 students and parents. Students led the Ocean View contingent, carrying the

District banner, followed by the main groups of students and parents, the convertible car carrying President Souders and Vice President Singer with Dr. Conroy driving, and finally Mechanic Tom Savage riding on the District school bus driven by the District's Classified Employee of the Year, Julia Canas. The bus carried younger students and parents.

Ocean View School District's new website will launch later this week. For the past seven months, Ms. St. Cyr, along with Eric Toguchi and Tim Gogley from the District's Information Technology Department, have been diligently working on creating a user-friendly website. The new District and school websites feature a clean, streamlined look, enhancing the user experience with improved navigation and a visually appealing interface. It also provides a uniform appearance across the District, ensuring a more consistent and engaging experience for our staff and community.

Special thanks to BethAnn Arko, who served as the interim Executive Director of Human Resources since March 1, 2024. Her dedication and leadership have been invaluable in supporting the Human Resources Division and Personnel Commission during a pivotal transitional period. The District welcomes the new Executive Director of Human Resources, Dr. Scott Jensen, to the Ocean View family.

The District appreciates the Human Resources staff, including Janet Worley, Lorena Aceves, Blake Barton, Alexis Buelna, Michelle Eifert, and Diana Flores for their diligent work in staffing the summer school programs. Their efforts allowed Kindergarten through eighth-grade students to participate in highly engaging academic and enrichment activities.

Special acknowledgment to Facilities staff Noah Valadez, Gabe Santos, and Scott Le who handle the District's after-hour emergency calls. Their knowledge allows them to support the District if and when the emergency line is used.

Finally, we welcome the new night custodian at the District Office, David Serrano Ruiz, to Ocean View School District.

6. **PTA/PTO/PTSA/PTSO Presidents' Roundtable (Five Minutes):** Inactive in Summer.
7. **Employee Associations' Communications (CSEA, OVTA) (Five Minutes per Association):** None.

L. **Reports:** None.

M. **Consent Calendar**

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

Approve as submitted.

Motion made by: Patricia Singer  
Motion seconded by: Morgan Westmoreland

Voting:

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

**2. Administrative Services: Purchase Orders for all Funds from June 7, 2024, through June 30, 2024**

Approve as submitted.

Motion made by: Patricia Singer  
Motion seconded by: Morgan Westmoreland

Voting:

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

**3. Administrative Services: Purchase Orders for all Funds from July 1, 2024, through July 2, 2024**

Approve as submitted.

Motion made by: Patricia Singer  
Motion seconded by: Morgan Westmoreland

Voting:

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

**4. Administrative Services: School District Check Registers from June 7, 2024, through June 30, 2024**

Approve as submitted.

Motion made by: Patricia Singer  
Motion seconded by: Morgan Westmoreland

Voting:

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

- 5. Educational Services: Agreement with Optional Services for School-Based Medi-Cal Administrative Activities (SMAA) Participation Agreement Between Orange County Superintendent of Schools and Ocean View School District of Orange County (Renewal)**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: Morgan Westmoreland

Voting:

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

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

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: Morgan Westmoreland

Voting:

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

- 7. Educational Services: Independent Contractor Agreement between Ocean View School District of Orange County and Kirstyn Kesler for Aquarist Services at Village View School (Renewal)**

Approve as submitted.

Motion made by: Patricia Singer  
Motion seconded by: Morgan Westmoreland

Voting:  
Gina Clayton-Tarvin - Absent  
Patricia Singer - Yes  
Jack Souders - Yes  
Morgan Westmoreland - Yes  
Norm Westwell - Yes

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

Approve as submitted.

Motion made by: Patricia Singer  
Motion seconded by: Morgan Westmoreland

Voting:  
Gina Clayton-Tarvin - Absent  
Patricia Singer - Yes  
Jack Souders - Yes  
Morgan Westmoreland - Yes  
Norm Westwell - Yes

**9. Human Resources: Certificated Employee Personnel Activity List - June 12, 2024, through June 25, 2024**

Approve as submitted.

Motion made by: Patricia Singer  
Motion seconded by: Morgan Westmoreland

Voting:  
Gina Clayton-Tarvin - Absent  
Patricia Singer - Yes  
Jack Souders - Yes  
Morgan Westmoreland - Yes  
Norm Westwell - Yes

**10. Human Resources: Classified Employee Personnel Activity List - June 12, 2024, through June 25, 2024**

Approve as submitted.

Motion made by: Patricia Singer  
Motion seconded by: Morgan Westmoreland

Voting:

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

**N. Old Business**

**1. Board of Trustees' Meeting, June 11, 2024, Agenda Adoption - Roll Call Vote (Action)**

Conduct a roll call vote for the Board of Trustees' Meeting, June 11, 2024, Agenda Adoption.

Motion made by: Patricia Singer

Motion seconded by: Morgan Westmoreland

Voting:

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

**O. New Business**

**1. Administrative Services: Agreement for Special Services Between Ocean View School District of Orange County and Atkinson, Andelson, Loya, Ruud & Romo (Action)**

Approve as submitted.

Motion made by: Patricia Singer

Motion seconded by: Morgan Westmoreland

Voting:

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

**2. Administrative Services: Agreement to Piggyback on the Val Verde Unified School District Bid No. 24/25-001 for the Purchase of School and Office Supplies (Action)**

Approve as submitted.



Motion made by: Patricia Singer  
Motion seconded by: Morgan Westmoreland

Voting:  
Gina Clayton-Tarvin - Absent  
Patricia Singer - Yes  
Jack Souders - Yes  
Morgan Westmoreland - Yes  
Norm Westwell - Yes

- 3. Administrative Services: Approval to Award a Contract to KYA Services, LLC, California Multiple Award Schedule (CMAS) Contract No. 4-20-78-0089C, to Repair Asphalt and Play Areas at Harbour View and Village View Elementary Schools (Action)**

Approve as submitted.

Motion made by: Norm Westwell  
Motion seconded by: Patricia Singer

Voting:  
Gina Clayton-Tarvin - Absent  
Patricia Singer - Yes  
Jack Souders - Yes  
Morgan Westmoreland - Yes  
Norm Westwell - Yes

- 4. Educational Services: 2024-2025 Consolidated Application for Funding Categorical Aid Programs, Spring Data Collection (Action)**

Approve as submitted.

Motion made by: Patricia Singer  
Motion seconded by: Morgan Westmoreland

Voting:  
Gina Clayton-Tarvin - Absent  
Patricia Singer - Yes  
Jack Souders - Yes  
Morgan Westmoreland - Yes  
Norm Westwell - Yes

- 5. Educational Services: Continuing Agreements for Non-Public School/Non-Public Agency Placement of Six Special Education Students as Determined by Individualized Education Programs (IEPs) (Action)**

Approve as submitted.

Motion made by: Morgan Westmoreland  
Motion seconded by: Patricia Singer

Voting:

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

**6. Educational Services: Approval of Overnight Field Trip Locations for Circle View, Golden View, Harbour View, and Hope View Schools (Action)**

Approve as submitted.

Motion made by: Norm Westwell  
Motion seconded by: Patricia Singer

Voting:

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

**7. Human Resources: Amendment No.1 to Memorandum of Understanding (Agreement Number 10004578) Between Ocean View School District of Orange County and Orange County Department of Education for Clear Administrative Services Credential Program (Action)**

Approve as submitted.

Motion made by: Patricia Singer  
Motion seconded by: Morgan Westmoreland

Voting:

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

**8. Human Resources: Williams Settlement Legislation Fourth Quarter Report of Uniform Complaints 2023-2024 (Information)**

Received for information.

**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**

Vice President Singer thanked staff for attending the meeting, and her colleagues for the short, concise meeting.

Trustee Westmoreland hoped everyone is having a great summer or vacation time if working through the summer; noted she recently viewed some photographs of Mesa View Middle School, where the modernization project is coming along.

President Souders wished everyone an enjoyable summer break, and those working year-round to have some time off as well.

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

**T. Reconvene in Open Session/Report of Closed Session Action:** n/a

**U. Adjournment:** 6:26 p.m.

Motion made by: Norm Westwell

Motion seconded by: Patricia Singer

Voting:

Gina Clayton-Tarvin - Absent

Patricia Singer - Yes

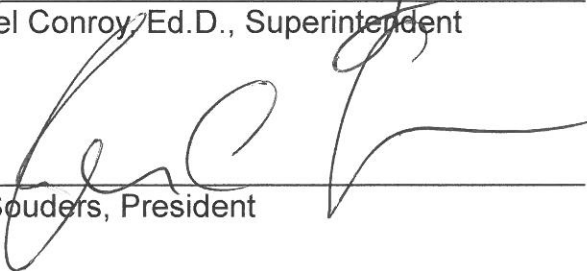
Jack Souders - Yes

Morgan Westmoreland - Yes

Norm Westwell - Yes



Michael Conroy, Ed.D., Superintendent



Jack Souders, President

August 13, 2024

Date