

# OXNARD SCHOOL DISTRICT

1051 South "A" Street • Oxnard, California 93030 • 805/385-1501



## BOARD OF TRUSTEES

**Veronica Robles-Solis**, President  
**Brian Melanephy**, Clerk  
**Monica Madrigal Lopez**, Member  
**Rose Gonzales**, Member  
**Cynthia Salas**, Member

## ADMINISTRATION

**Anabolena DeGenna, Ed.D.**  
Superintendent  
**Vacant**  
Assistant Superintendent,  
Business & Fiscal Services  
**Aracely Fox, Ed.D.**  
Assistant Superintendent,  
Educational Services  
**Scott Carroll, Ed.D.**  
Assistant Superintendent,  
Human Resources

## MINUTES REGULAR BOARD MEETING Wednesday, April 2, 2025

**5:00 PM - Open Meeting**  
**5:30 PM - Study Session**  
**7:00 PM - Return to Regular Board Meeting**

**\*NOTE:** In accordance with requirements of the Americans with Disabilities Act and related federal regulations, individuals who require special accommodation, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent's office at least two days before the meeting date.

**Persons wishing to address the Board of Trustees on any agenda item may do so by completing a Speaker Request Form and submitting the form to the Assistant Superintendent of Educational Services.** The speaker should indicate on the card whether they wish to speak during Public Comment or when a specific agenda item is considered.

Watch the meeting live: [osdtv.oxnardsd.org](http://osdtv.oxnardsd.org)

Broadcasted by Charter Spectrum, Channel 20 &  
Frontier Communications, Channel 37

**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

April 2, 2025

## Section A: PRELIMINARY

### A.1. Call to Order and Roll Call (5:00 PM)

President Robles-Solis called the meeting to order at 5:00 p.m.

Present: Trustees Cynthia Salas, Rose Gonzales, Monica Madrigal Lopez (arrived at 6:00 p.m.), Brian Melanephy, and Veronica Robles-Solis. Also in attendance were Superintendent Anabolena DeGenna, Assistant Superintendent Aracely Fox, Assistant Superintendent Scott Carroll, and Executive Assistant Lydia Lugo Dominguez.

### A.2. Pledge of Allegiance to the Flag

Sofia Ramirez, 6th grade student at Frank Academy, led the audience in the Pledge of Allegiance.

### A.3. District's Vision and Mission Statement

Samantha Gonzalez, 8th grade student at Frank Academy, read the district's Mission and Vision Statement in English. Marisol Garcia, 7th grade student at Frank Academy, read the district's Mission and Vision Statement in Spanish.

### A.4. Presentation by Frank Academy

Tyler Higa, Principal, Frank Academy, provided a presentation about Frank.

### A.5. Adoption of Agenda (Superintendent)

The agenda was adopted with the following amendments:

- Item C.6 - Approval of Allowance Allocation #1 from Amendment #002 for Construction Services Agreement #17-158 and Guaranteed Maximum Price (GMP) between the Oxnard School District and Balfour Beatty Contractors, LLC to provide Lease-Lease-Back Construction Services for the Rose Avenue Elementary School Reconstruction Project (Hubbard/CFW) Moved from Consent to Action at the Board's request
- Item C.10 - Purchase Order/Draft Payment Report #24-08 (Núñez/Reyes) Moved from Consent to Action at the Board's request
- Item C.12 - Approval of Agreement #24-216 – Voler Strategic Advisors, Inc. (DeGenna) Moved from Consent to Action at the Board's request

Motion #25-39 Adoption of Agenda as Amended

Mover: Cynthia Salas

Seconder: Rose Gonzales

Moved To: Adopt as Amended

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Ayes: 4 - Veronica Robles-Solis, Brian Melanephy, Rose Gonzales, Cynthia Salas

Absent: 1 - Monica Madrigal Lopez

Motion Result: Passed

**A.6. Study Session - Pesticide Use Presentation (Hubbard/Lopez)**

David Hubbard, Chief Information Officer, and Marcos Lopez, Senior Manager, Maintenance & Operations, provided information regarding pesticide use in the district, Integrated Pest Management (IPM), and the requirements under the Healthy Schools Act. Effective April 1, the district has discontinued use of chemicals on all campuses. The plan is to present the Board with options at their June 4th Board meeting, with a subsequent Action item at the June 18 meeting.

**A.7. Closed Session – Public Participation/Comment (Limit three minutes per person per topic)**

Teresa Gomez re: pesticide study - thank you for taking the concerns surrounding this issue seriously.

**A.8. Closed Session**

The Board convened to closed session at 6:03 p.m. to consider the following items:

1. Pursuant to Section 54956.9 of Government Code:

Conference with Legal Counsel

- Existing Litigation:

- Oxnard School District et al. Central District No. CV-04304-JAK-
- FFM D.J. v. Oxnard SD, et al., Case #2024-CUOE029274 S.T. v.
- Oxnard SD, et al., Case #2023-CUOE015904 YV v. Oxnard SD, Case
- #GHC0058142 OAH Case #2024110403

- Anticipated Litigation:

- Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: 2 cases

2. Pursuant to Sections 54957.6 and 3549.1 of the Government Code:

Conference with Labor Negotiator:

Agency Negotiators: OSD Assistant Superintendent, Human Resources, and Garcia Hernandez & Sawhney, LLP

Association(s): OEA, CSEA, OSSA; and All Unrepresented Personnel-Administrators, Classified Management, Confidential

3. Pursuant to Section 54957 of the Government Code the Board will consider personnel matters, including:

- Public Employee(s) Discipline/Dismissal/Release
- Public Employee Appointment
- Director, Certificated Human Resources

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**A.9. Reconvene to Open Session (7:00 PM)**

The Board reconvened to open session at 7:22 p.m.

**A.10. Report Out of Closed Session**

President Robles-Solis reported on the following actions taken in closed session:

Motion #25-40 Approval of Final Settlement Agreement - OAH Case #2024110403

Mover: Monica Madrigal Lopez

Secunder: Brian Melanephy

Moved To: Approve

Ayes: 5 - Veronica Robles-Solis, Brian Melanephy, Monica Madrigal Lopez, Rose Gonzales, Cynthia Salas

Motion Result: Passed

Motion #25-41 Appointment of Allison Cordes as Director, Certificated Human Resources

Mover: Monica Madrigal Lopez

Secunder: Veronica Robles-Solis

Moved To: Appoint

Ayes: 4 - Veronica Robles-Solis, Brian Melanephy, Monica Madrigal Lopez, Rose Gonzales

Nays: 1 - Cynthia Salas

Motion Result: Passed

**A.11. Adoption and Presentation of Resolution #24-16 for National Library Week, April 6-12, 2025 (Fox/Thomas)**

The Board of Trustees adopted Resolution #24-16 in recognition of April 6-12, 2025 as National Library Week.

Motion #25-42 Adoption of Resolution #24-16 for National Library Week, April 6-12, 2025

Mover: Rose Gonzales

Secunder: Monica Madrigal Lopez

Moved To: Adopt

Ayes: 5 - Veronica Robles-Solis, Brian Melanephy, Monica Madrigal Lopez, Rose Gonzales, Cynthia Salas

Motion Result: Passed

**Section B: PUBLIC COMMENT/HEARINGS**

**B.1. Public Comment (3 minutes per speaker) / Comentarios del Público (3 minutos por cada ponente)**

There were no comments.

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## **Section C: CONSENT AGENDA**

The consent agenda was approved as amended.

Motion #25-43 Approval of Consent Agenda as Amended

Mover: Brian Melanephy

Seconder: Cynthia Salas

Moved To: Approve as Amended

Ayes: 5 - Veronica Robles-Solis, Brian Melanephy, Monica Madrigal Lopez, Rose Gonzales, Cynthia Salas

Motion Result: Passed

### **C.1. Decrease in Hours of Position (Carroll/Fuentes)**

As presented.

### **C.2. Personnel Actions (Carroll/Fuentes)**

As presented.

### **C.3. Acceptance of Gifts (DeGenna)**

From the Ventura County Community Foundation, Fred C. Ferro Fund, in the amount of \$44,500.00, to be used for Soria students to attend sixth-grade science camp.

### **C.4. Acceptance of Gifts (DeGenna)**

From Oxnard Educators Association, a donation of two to three new hardcover books to each school library in the Oxnard School District in honor of Read Across America 2025, in the approximate amount of \$2,000.00.

### **C.5. Approval of Deductive Change Order #1 to Agreement #23-281 with BC Rincon Construction Inc. - Paving Rehab Project 2024 - Kamala, McAuliffe, and Sierra Linda Schools (Hubbard)**

For the Paving Rehab Project 2024 - Kamala, McAuliffe, and Sierra Linda Schools, in the amount of (\$59,652.00), to be returned to the Deferred Maintenance Fund.

### **C.6. Approval of Allowance Allocation #1 from Amendment #002 for Construction Services Agreement #17-158 and Guaranteed Maximum Price (GMP) between the Oxnard School District and Balfour Beatty Contractors, LLC to provide Lease-Lease-Back Construction Services for the Rose Avenue Elementary School Reconstruction Project (Hubbard/CFW)**

*Item moved from Consent to Action at the Board's request.*

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**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

- C.7. Acceptance of Disclosure of Collective Bargaining Agreement with CSEA (Núñez)**  
To reclassify the positions of Paraeducator II (Range 6), Paraeducator III (Range 7), and Instructional Assistant – SH (Range 7) to Paraeducator – Special Ed (Range 12), in the amount of \$329,951.00, to be paid from Special Education Funds.
- C.8. Certification of Signatures (Núñez)**  
As presented.
- C.9. Approval of Disposal of Surplus Property (Núñez/Reyes)**  
As presented.
- C.10. Purchase Order/Draft Payment Report #24-08 (Núñez/Reyes)**  
*Item moved from Consent to Action at the Board's request.*

### **Section C: APPROVAL OF AGREEMENTS**

- C.11. Approval of Agreement #24-213 – Raymond West Intralogistics Solutions (Fox/Shea)**  
To provide design, permit, furnish, and install warehouse storage systems for the ELOP warehouse located at 3050 Camino Del Sol, Oxnard, April 3, 2025 through June 30, 2026, in the amount of \$20,500.00, to be paid out of Expanded Learning Opportunities Program Funds.
- C.12. Approval of Agreement #24-216 – Voler Strategic Advisors, Inc. (DeGenna)**  
*Item moved from Consent to Action at the Board's request.*

### **Section C: RATIFICATION OF AGREEMENTS**

- C.13. Ratification of Agreement #24-214 – Acceleration Behavioral Therapies (Fox/Shea)**  
For providing applied behavior therapy and related services, including direct behavioral interventions, development, implementation, and supervision of these services for students in the Expanded Learning Opportunities Program and After School Programs, January 1, 2025 through June 30, 2026, in the amount of \$252,817.60, to be paid out of Expanded Learning Opportunities Program Funds.

### **Section D: ACTION ITEMS**

- D.1. Approval of Salary Reallocation - Child Nutrition Worker and Child Nutrition Cafeteria Coordinator (Carroll/Fuentes)**  
Dr. Scott Carroll, Assistant Superintendent of Human Resources recommended the Board's approval of the salary reallocation for the Child Nutrition Worker positions from Range 3 to Range 7 and for the Child Nutrition Cafeteria Coordinator positions from Range 11 to Range 16, in the amount of \$303,319.26, to be paid with Cafeteria Funds.

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Motion #25-44 Approval of Salary Reallocation - Child Nutrition Worker and Child Nutrition Cafeteria Coordinator

Mover: Cynthia Salas

Seconder: Rose Gonzales

Moved To: Approve

Ayes: 5 - Veronica Robles-Solis, Brian Melanephy, Monica Madrigal Lopez, Rose Gonzales, Cynthia Salas

Motion Result: Passed

**D.2. Approval of New Classification for Child Nutrition Worker II (Cook) (Carroll/Fuentes)**

Dr. Scott Carroll, Assistant Superintendent, Human Resources, recommended the Board's approval of the new job classification and salary range for Child Nutrition Worker II (Cook), in the amount of \$63,829.12, to be paid with Cafeteria Funds.

Motion #25-45 Approval of New Classification for Child Nutrition Worker II (Cook)

Mover: Cynthia Salas

Seconder: Rose Gonzales

Moved To: Approve

Ayes: 5 - Veronica Robles-Solis, Brian Melanephy, Monica Madrigal Lopez, Rose Gonzales, Cynthia Salas

Motion Result: Passed

**D.3. Approval of Group Reclassification to Paraeducator Special Education (Carroll/Fuentes)**

Dr. Scott Carroll, Assistant Superintendent of Human Resources, recommended the Board's approval of the group reclassifications of Paraeducator II, Paraeducator III, and Instructional Assistant – Special Education (SH) to Paraeducator - Special Education (Range 12), in the amount of \$329,951.00, to be paid from Special Education Funds.

Motion #25-46 Approval of Group Reclassification to Paraeducator Special Education

Mover: Brian Melanephy

Seconder: Monica Madrigal Lopez

Moved To: Approve

Ayes: 5 - Veronica Robles-Solis, Brian Melanephy, Monica Madrigal Lopez, Rose Gonzales, Cynthia Salas

Motion Result: Passed

**D.4. Approval of Expanded Learning Opportunities Program Plan 2025-2028 (Fox/Shea)**

Dr. Aracely Fox, Assistant Superintendent, Educational Services and Dr. Ginger Shea, Director, Enrichment & Specialized Programs, recommended the Board's approval of the Expanded Learning Opportunities Program Plan 2025-2028, as presented.

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Motion #25-47 Approval of Expanded Learning Opportunities Program Plan 2025-2028

Mover: Rose Gonzales

Secunder: Monica Madrigal Lopez

Moved To: Approve

Ayes: 5 - Veronica Robles-Solis, Brian Melanephy, Monica Madrigal Lopez, Rose Gonzales, Cynthia Salas

Motion Result: Passed

**D.5. Approval of Construction Services Agreement #24-215 with Viola Inc. for Preconstruction Services at the Lopez Middle School Reconstruction Project (Hubbard/CFW)**

David Hubbard, Chief Information Officer, in consultation with CFW, recommended the Board's approval of Agreement #24-215 with Viola Inc., to provide Preconstruction Services for the Lopez Middle School Reconstruction Project, April 3, 2025 through June 30, 2027, in the amount of \$158,090.00, to be paid out of Master Construct and Implementation Funds.

Motion #25-48 Approval of Construction Services Agreement #24-215 with Viola Inc. for Preconstruction Services at the Lopez Middle School Reconstruction Project

Mover: Cynthia Salas

Secunder: Rose Gonzales

Moved To: Approve

Ayes: 5 - Veronica Robles-Solis, Brian Melanephy, Monica Madrigal Lopez, Rose Gonzales, Cynthia Salas

Motion Result: Passed

**D.6. Approval of Allowance Allocation #1 from Amendment #002 for Construction Services Agreement #17-158 and Guaranteed Maximum Price (GMP) between the Oxnard School District and Balfour Beatty Contractors, LLC to provide Lease-Lease-Back Construction Services for the Rose Avenue Elementary School Reconstruction Project (Hubbard/CFW)**

*Item moved from Consent to Action at the Board's request.*

David Hubbard, Chief Information Officer, in consultation with Caldwell Flores Winters, Director, recommended the Board's approval of Allowance Allocation #1 from Amendment #002 for Construction Services Agreement #17-158 and Guaranteed Maximum Price (GMP) between the Oxnard School District and Balfour Beatty Contractors, LLC to provide Lease-Lease-Back Construction Services for the Rose Avenue Elementary School Reconstruction Project, for extension of the General Conditions and Lease Term and to cover increased costs associated with labor, material and equipment resulting from City required scope, in the amount of \$2,465,883.00, to be paid from Enhanced Master Construct Program Funds under the previously established project budget.

Motion #25-49 Approval of Allowance Allocation #1 from Amendment #002 for Construction Services Agreement #17-158 and Guaranteed Maximum Price (GMP) between the Oxnard School District and Balfour Beatty Contractors, LLC to provide Lease-Lease-Back Construction Services for the Rose Avenue Elementary School Reconstruction Project

Mover: Cynthia Salas

Seconder: Brian Melanephy

Moved To: Approve

Ayes: 5 - Veronica Robles-Solis, Brian Melanephy, Monica Madrigal Lopez, Rose Gonzales, Cynthia Salas

Motion Result: Passed

**D.7. Purchase Order/Draft Payment Report #24-08 (Núñez/Reyes)**

*Item moved from Consent to Action at the Board's request.*

Patricia Núñez, Director, Fiscal Services, recommended the Board's approval of Purchase Order/Draft Payment Report #24-08, as presented.

Motion #25-50 Approval of Purchase Order/Draft Payment Report #24-08

Mover: Rose Gonzales

Seconder: Cynthia Salas

Moved To: Approve

Ayes: 5 - Veronica Robles-Solis, Brian Melanephy, Monica Madrigal Lopez, Rose Gonzales, Cynthia Salas

Motion Result: Passed

**D.8. Approval of Agreement #24-216 – Voler Strategic Advisors, Inc. (DeGenna)**

*Item moved from Consent to Action at the Board's request.*

Dr. Ana DeGenna, Superintendent, recommended the Board's approval of Agreement #24-216 with Voler Strategic Advisors, Inc., to provide consulting services in the areas of communication strategy and support, crisis management and media relations, marketing to prospective students and families, bilingual district newsletter, video production, social media support, and media monitoring and reporting, April 3, 2025 through June 30, 2026, in the amount not to exceed \$8,500.00 per month, to be paid out of the General Fund.

Motion #25-51 Approval of Agreement #24-216 – Voler Strategic Advisors, Inc.

Mover: Cynthia Salas

Seconder: Rose Gonzales

Moved To: Approve

Ayes: 5 - Veronica Robles-Solis, Brian Melanephy, Monica Madrigal Lopez, Rose Gonzales, Cynthia Salas

Motion Result: Passed

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## **Section E: APPROVAL OF MINUTES**

### **E.1. Approval of Minutes (DeGenna)**

The Board approved the minutes of the February 5, 2025 Regular Board Meeting, as presented.

Motion #25-52 Approval of Minutes - February 5, 2025 Regular Board Meeting

Mover: Brian Melanephy

Seconder: Monica Madrigal Lopez

Moved To: Approve

Ayes: 5 - Veronica Robles-Solis, Brian Melanephy, Monica Madrigal Lopez, Rose Gonzales, Cynthia Salas

Motion Result: Passed

## **Section F: BOARD POLICIES**

### **F.1. First Reading – Revisions to 0410 BP Nondiscrimination in District Programs and Activities (Carroll)**

Dr. Scott Carroll, Assistant Superintendent, Human Resources, recommended that the Board of Trustees review the revisions to 0410 BP Nondiscrimination in District Programs and Activities, as presented for First Reading. The revised policy will be presented for Second Reading and Adoption at the May 7, 2025 Regular Board meeting.

### **F.2. First Reading – Revisions to 4030 BP & AR Nondiscrimination in Employment (Carroll)**

Dr. Scott Carroll, Assistant Superintendent, Human Resources, recommended that the Board of Trustees review the revisions to 4030 BP & AR Nondiscrimination in Employment, as presented for First Reading. The revised policies will be presented for Second Reading and Adoption at the May 7, 2025 Regular Board Meeting.

### **F.3. First Reading – 4033 BP (New): Lactation Accommodation (Carroll)**

Dr. Scott Carroll, Assistant Superintendent, Human Resources, recommended that the Board of Trustees review the new 4033 BP Lactation Accommodation, as presented for First Reading. The policy will be presented for Second Reading and Adoption at the May 7, 2025 Regular Board Meeting.

### **F.4. Second Reading and Adoption - Revisions to 1312.3 BP and AR Uniform Complaint Procedures (Carroll)**

Dr. Scott Carroll, Assistant Superintendent, Human Resources, recommended the Board's approval and adoption of the Revisions to 1312.3 BP and AR Uniform Complaint Procedures, as presented for Second Reading.

Motion #25-53 Adoption of Revisions to 1312.3 BP and AR Uniform Complaint Procedures

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Mover: Rose Gonzales

Seconder: Cynthia Salas

Moved To: Adopt

Ayes: 5 - Veronica Robles-Solis, Brian Melanephy, Monica Madrigal Lopez, Rose Gonzales, Cynthia Salas

Motion Result: Passed

**F.5. Second Reading and Adoption - Revisions to 1312.4 AR, E(1), and E(2) Williams Uniform Complaint Procedures (Carroll)**

Dr. Scott Carroll, Assistant Superintendent, Human Resources, recommended the Board's approval and adoption of the Revisions to 1312.4 AR, E(1), and E(2) Williams Uniform Complaint Procedures, as presented for Second Reading.

Motion #25-54 Adoption of Revisions to 1312.4 AR, E(1), and E(2) Williams Uniform Complaint Procedures

Mover: Monica Madrigal Lopez

Seconder: Brian Melanephy

Moved To: Adopt

Ayes: 5 - Veronica Robles-Solis, Brian Melanephy, Monica Madrigal Lopez, Rose Gonzales, Cynthia Salas

Motion Result: Passed

**Section G: CONCLUSION**

**G.1. Superintendent's Report (3 minutes)**

Ana DeGenna

- Ventura County Sage Spelling Bee March 22
- K-8 & Middle School Open Houses March 31
- OSD Student Profile
- Thank you to OEA for Book Donations in honor of Read Across America 2025
- Ventura County Farm to School Recognition at Ventura County Board of Supervisors Meeting March 20
- Corporate Games March 22
- CAFE Conference 2025
- Priority Lockdown Drill March 27
- Efren Chavez Retirement - Facilities Materials Specialist
- April Observances
- Wished Everyone Happy and Safe Spring Break

**G.2. Trustees' Announcements (3 minutes each speaker)**

Monica Madrigal Lopez

- Congratulations to Ms. Cordes

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Cynthia Salas

- Congratulations to Ms. Cordes

Rose Gonzales

- Thank you to Frank staff and students for presentation
- Attended CABA Annual Conference in Long Beach - would like to see more parents and teachers attend
- Today is National Autism Day
- Tomorrow is Paraprofessional Appreciation Day
- National Library Day and Week
- Attended Soria's Open House

Brian Melanephy

- Monday was Eid al-Fitr, Holy Feast of Ramadan - Eid Mubarak to Muslim community members
- Attended CABA Annual Conference in Long Beach
- Tomorrow night's End of Burst Dance Performance at OPAC

Veronica Robles-Solis

- Thank you to Frank families and staff for being here
- Enjoyed ELOP Presentation
- Hopes everyone gets to rest during Spring Break

### **G.3. ADJOURNMENT**

President Robles-Solis adjourned the meeting at 9:15 p.m.

Motion to adjourn

Mover: Cynthia Salas

Seconder: Rose Gonzales

Moved To: Adjourn

Ayes: 5 - Veronica Robles-Solis, Brian Melanephy, Monica Madrigal Lopez, Rose Gonzales, Cynthia Salas

Motion Result: Passed

Ana DeGenna, Ed.D.



District Superintendent and  
Secretary to the Board of Trustees

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**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

April 2, 2025

By our signature below, given on this 20th day of August 2025, the Board of Trustees of the Oxnard School District approves the Minutes of the Regular Board Meeting of April 2, 2025, on motion by Trustee MELANEPHY, seconded by Trustee SALAS.

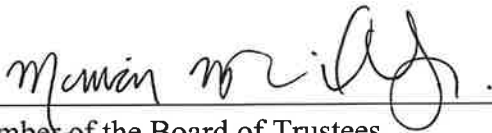
Signed:



\_\_\_\_\_  
President of the Board of Trustees



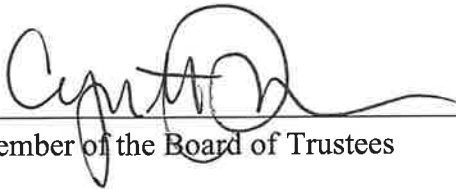
\_\_\_\_\_  
Clerk of the Board of Trustees



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Member of the Board of Trustees



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Member of the Board of Trustees



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Member of the Board of Trustees