

Oxnard Union High School District

Oxnard, California

Minutes of the November 15, 2006, regular meeting of the Board of Trustees

**CALL TO
ORDER**

The regular meeting of the Board of Trustees of the Oxnard Union High School District was called to order by President Socorro López Hanson at 5:30 p.m., November 15, 2006, in the District Office Board Room.

Trustees present: Socorro López Hanson, Dick Jaquez, Steve W. Stocks, and Bob Valles.

Trustees absent: Irene Pinkard (late arrival).

Student Representative: Melissa Ramirez.

Administration present: Jody Dunlap, Superintendent, Roger Rice, Assistant Superintendent-Human Resources, Martha Mutz, Assistant Superintendent-Educational Services, Randy Winton, Assistant Superintendent-Business Services, and Nancy R. Serros, Executive Assistant.

Guests present: David Bruss, Tod Deardorff, Wayne Edmonds, Jack Futoran, Sr., Tom Ito, Barbara Kimmel, and Barry Long, and other interested persons.

**PLEDGE OF
ALLEGIANCE**

Trustee Dick Jaquez led the Pledge of Allegiance.

(Late arrival)

Trustee Pinkard arrived after the Pledge of Allegiance.

**ADOPTION OF
AGENDA**

Superintendent Dunlap asked that Consent Calendar - Item H Resolution No. 06-41 be replaced with the correct language as stated in Resolution No. 06-41A, and that Action Item D be removed. On motion of Trustee Valles, seconded by Trustee Stocks and carried, the agenda was adopted, as modified. *Items were then considered in the order in which they appear in these minutes.*

**APPROVAL OF
MINUTES**

On motion of Trustee Jaquez, seconded by Trustee Valles and carried, the minutes of the regular meeting of October 13, 2006, were approved, as presented.

**PUBLIC COMMENT
ON CLOSED
SESSION ITEMS**

Mr. Jack Futoran, Attorney at Law, addressed the Board on a violation of the Brown Act. Mr. Futoran stated that a member of the Oxnard Union High School family was prevented from attending or speaking at the March 8, 2006 Board Meeting and urged the Board to look into this matter and take all reasonable steps to ensure that the Brown Act is enforced and the public is not prohibited from speaking at, or attending meetings of the Board.

Mr. Thomas Ito, addressed the Board on a matter of public concern – the ability of the Superintendent to reassign a management employee to the classroom under Education Code Section 44951. Mr. Ito stated that unlike employees who are charged with misconduct, or who are the subject of complaints, employees reassigned under Section 44951 have no right to refute the issues giving rise to the involuntary reassignment or to address the Board – in either Open or Closed Session. Mr. Ito urged the Board to review involuntary reassignments under Education Code Section 44951, to ensure that it is not for an improper purpose and does not adversely affect the students this Board serves.

Superintendent Dunlap stated she would keep the Board of Trustees updated and provide a report after reviewing the documentation provided.

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CLOSED SESSION

President López Hanson called for public comment prior to announcing that the Board was going into closed session to discuss confidential material relating to:

Student Personnel: [Education Code §35146, 48912, 48919]
Conference with Agency Labor Negotiator [Government Code §54957.6]
Employee Organization: Oxnard Federation of Teachers (OFT)
Certificated Unit
Employee Organization: California School Employees Association (CSEA)
Campus Supervisor Unit
Public Employee Discipline/Dismissal/Release [Government Code §54957
One (1) case
Conference with Legal Counsel – Anticipated Litigation [Government Code §54956.9(b)]
Conference with Real Property Negotiator [Government Code §54956.6]
Negotiator: Mr. Randy Winton, Assistant Superintendent-Business Services

RECONVENE IN PUBLIC: REPORT OF CLOSED SESSION ACTION

The Board reconvened in open session at 6:45 p.m. President López Hanson announced that no action had been taken in closed session.

PUBLIC HEARING: Oxnard Union High School District Initial Contract Proposal - Campus Supervisor Unit #260 to California School Employees Association (CSEA)

This being the time and date noticed, President López Hanson announced the public hearing on the Oxnard Union High School District Initial Contract Proposal - Campus Supervisor Unit #260 to CSEA open for comments. Hearing no comments, the public hearing was closed.

PUBLIC HEARING: Oxnard Union High School District Initial Contract Proposal - Certificated Unit to Oxnard Federation of Teachers (OFT)

This being the time and date noticed, President López Hanson announced the public hearing on the Oxnard Union High School District Initial Contract Proposal - Certificated Unit to OFT open for comments.

Trustee Jaquez asked for clarification of Article 6. Progressive Discipline, the evaluation process for counselors, Article 12. Transfer and Reassignment and Article 11. Leaves. Mr. Roger Rice, Assistant Superintendent-Human Resources, informed the Board that the procedures followed for progressive discipline will allow the district to be more commensurate with the offense committed, the evaluation process is modeled after the provisions the district has based on the Development Continuum of Professional Abilities for School Counselors (CASP), the deadline for transferring teachers is April 15; and explicit language will be included to define Family Leave. Hearing no further comments, the public hearing was closed.

AUDIENCE TO ADDRESS BOARD OF TRUSTEES

Barry Long, Biology teacher and Boys' and Girls' Golf Coach at Hueneme High School addressed the Board on several concerns he had regarding the transportation fees student athletes are charged. Because of previous problems with the district transportation department, Mr. Long has transported students with his personal vehicle and paid for the fuel out of his pocket, and his budget is being charged for the transportation fees. He also stated that the \$50.00 traveling fee that students are charged for participating in athletic events is not feasible, as some of the students cannot afford the fee. Mr. Long asked if the fee could be waived since the boys' and girls' golf team does not use district transportation, and asked that the Board of Trustees take action to resolve this situation. Superintendent Dunlap will work with staff and follow-up with Mr. Long.

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SUPERINTENDENT'S REPORTS

Actuarial Report: Randy Winton, Assistant Superintendent- Business Services informed Board of Trustees that the draft report presents the results of the actuarial valuation with respect to the retiree health and welfare benefit plans sponsored by the District. Mr. Winton introduced David Bruss, from the consulting firm of Deloitte and Touche. Mr. Bruss answered questions and concerns; and presented a summary of the draft report.

Superintendent Dunlap reported on the various activities throughout the district:

- There were a number of employees who participated in receiving flu shots this year – great way to keep people healthy! Congratulations to Steven Gama who did a great job of organizing this year's event.
- On Monday night, Hueneme High School held a Career Technical Fall Advisory Meeting. OUHSD teachers from agriculture, business, consumer and family health, and technology met with community counterparts to discuss courses of study, job shadowing opportunities, and the job market.
- Outstanding new counselors have been hired. Human Resources is processing new employee paperwork to get people on board.
- Thank you to existing counselors who have been diligently working with seniors to get UC and CSU applications in before the November 30 deadline.
- Reminder to Board Members, there are five schools going through WASC accreditation. Adult School, Adolfo Camarillo, Channel Islands, Rio Mesa, Pacifica, and Hueneme, with visitations scheduled on March 12, 13, and 14 for Adult School and Channel Islands. The other schools will follow two weeks later.
- On Wednesday, Principal Rene Rickard, Assistant Principal Maricruz Hernandez, and School Counselor Paul Johnson met with Migrant Education parents and students at Rio Mesa to discuss graduation requirements, and services available at the school, universities and community colleges.
- On Saturday, several events were held at Oxnard High. Fundi Legohn and OHS music boosters did an outstanding job presenting the Annual Field Show Tournament. Twenty-one bands from Southern California participating in the event. District schools participating were Oxnard, Rio Mesa and Adolfo Camarillo. There were several athletic events which included the girls' volleyball and tennis playoffs.
- A number of schools have music and drama performances going on throughout the week.

Trustee López Hanson asked Superintendent Dunlap to define WASC and why it is important. Superintendent Dunlap informed Trustees that WASC stands for Western Association of Schools and Colleges. It is a committee formed to accredit public and private schools, colleges and universities. The committee visits high schools to see that programs offered are appropriate and being accomplished through a viable educational program. The Committee also meets with district personnel, students, and parents.

STUDENT REPRESENTATIVE TO THE BOARD OF TRUSTEES

Miss Melissa Ramirez, Student Representative to the Board of Trustees, reported that schools have completed football season and it is now the middle of application season for seniors to apply for college. Several food fairs were held at schools to raise funds for clubs. Since candy sales will no longer be allowed, this gives clubs a new avenue of earning money. Hueneme and Oxnard high schools are in the process of starting a school newspaper. Superintendent Dunlap informed Trustees that Oxnard is in the process of printing their first school newspaper and Hueneme will have their first edition out after the first of the year. Miss Ramirez asked what the procedure was on how to start a Drama program at Channel Islands. Superintendent Dunlap informed Miss Ramirez to contact Dr. Jackson for assistance. Ms. López Hanson congratulated Miss Ramirez on the great job she did translating for the Spanish-speaking parents at the Back-to-School meeting, and that she was an awesome role model.

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CONSENT CALENDAR

After discussion and comments regarding Item E - Out-of-State Field Trip Request and Item A - Consent Calendar for Certificated and Classified Personnel, on motion of Trustee Pinkard and seconded by Trustee Jaquez and carried, the Consent Calendar Items were approved, as listed:

Certificated Personnel

Employment

Linda Barnett, first semester temporary Consumer and Family Science teacher, effective 11/27/06* (due to reclassification)
Shirley Moore, first year probationary AB1802 School Counselor, effective 11/27/06*
Erin Reardon-Antrim, first year probationary AB 1802 School Counselor, effective 01/26/07*

Employment of First Year Probationary AB 1802 School Counselors, effective date to be determined

Victor Farias	Michelle Phillips
Keny Galdamez	Robert Sierra
Kristene Kenney	Marisa Stuteville
Scott McNutt	Thomas Taketa

Reclassification of Employment, effective date to be determined

Melissa Gunnels, from Consumer and Family Science teacher to AB 1802 School Counselor
Peggy Helmstedter, from temporary Counselor to first year probationary AB 1802 School Counselor
Cuba Montero, from English teacher to AB 1802 School Counselor

Request for Sabbatical Leave for the Purpose of Professional Study, 2007-2008 School Year

Robert Borneman, Social Science teacher

Request for Leave of Absence Without Pay

Marsha Lemon, English teacher, effective 01/26 – 06/15/07

Consideration to Authorize Teaching Assignment by Board Authorization

That the following individual(s) – having completed at least 9 units of upper division or 18 semester units of coursework – be approved to teach in the designated subject, pursuant to Education Code §44263:

Jon Balden, Social Science, 20 sem units
Scott Bankert, Business, 20 sem units
Myra Bemis, Math, 20 upper div units
Holiday Buen, English, 18 semester units
Nanci Burkhart, Social Science, 20 total sem units
Cuba Cabrera-Montero, Social Science, 18 sem units
Kevin Callaway, Science: Chemistry, 22 sem units
Ernie Carrasco, Physical Education, 18 sem units
Michael Collins, English, 21 sem units
George Contreras, Social Science, 22 sem units
Dorene Cowart, Health, 18 sem units
Tim Flynn, FL: German, 18 sem units
Chris Gillian, Math, 18 sem units
David Haynes, Science: Physics, 18 sem units
Gerri Hickenbottom, English, 19 sem units
Larry Hilburn, Science: Geo Science, 18 sem units
Carrie Hill, Math, 18 sem units

**Contingent upon fingerprint clearance through the Department of Justice.*

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**Certificated Personnel -
Continued**

Consideration to Authorize Teaching Assignment by Board Authorization - continued

Dennis King, Health, 9 upper div sem units
Harmony Lane, English, 18 sem units
David Laut, Science: Bio Science, 18 sem units
Maria Lobo, FL: Spanish, 18 sem units
Dan Lucas, Science: Chemistry, 20 total units (10 Chemistry)
Griselda Magallanes, Math, 18 sem units
Debra Martinez, Physical Education, 20 sem units
Paul Matthews, Science: Bio Science, 9 upper div sem units
Keith Mc Knett, Science: Bio Science, 18 sem units
Dan Mercer, Social Science, 19 sem units
Linda Nielsen, English, 9 upper div sem units
Don Peck, Science: Physics, 18 semester units
Phyra Prum, English, 9 upper div sem units
Ladonna Ramos, Science, 18 sem units
Donnie Rea Jr., Math, 20 sem units
Richard Rosin, Health, 18 sem units
Mylinh Sajor, FL: French, 20 sem units
Cameron Salehi, Psychology, 40 sem units
Carly Simpson, Physical Education, 18 sem units
Dave Soliz, Physical Education, 20 sem units
Anne Springston, FL: French, 18 sem units
Bill Terrazas, English, 13 upper div units
Susan Thee, Science: Chemistry, 18 sem units (10 Chemistry)
Alfonso Vargas, Math, 18 sem units
Diane Winter, Science: Chemistry, 19 sem units
Lorraine Wood Newberry, Science: Chemistry, 20 sem units
Will Yount, Social Science, 18 sem units

Resignation

Gregory Coulson, Assistant Principal, effective 10/30/06
David Glickman, School Counselor, effective 01/25/07

Classified Personnel

Ratification of Employment

Dioselina Arellano, Transportation Driver, effective 10/9/06 (due to reclassification)
Marissa Bañuelos, Clerical Assistant I, effective 11/06/06 (due to resignation)

Reclassification

Carmencita Arrozal, from Nutrition Service Assistant I to Nutrition Service Assistant II,
effective 11/20/06 (due to retirement)
Sylvia Diaz, from Administrative Secretary II to Administrative Assistant-Business Services,
effective 12/01/06 (due to reclassification)
Lori Houlihan, from Clerical Assistant II to Duplication Machine Operator, effective 11/8/06
(due to retirement)
Nancy Serros, from Administrative Assistant to Executive Assistant to the Superintendent,
effective 11/01/06 (due to retirement)

Probationary Release

Resolution 06-47, effective 10/31/06

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Classified Personnel - Continued	<u>Resignation</u> Maria Mojica, Nutrition Service Assistant I, effective 11/30/06 John Mora, Attendance Advisor, effective 10/31/06 Reynaldo Reyes, Paraeducator I, effective 11/27/06 Saba Tailor, Paraeducator V, effective 11/9/06
Purchase Orders	That Purchase Orders be approved, as presented.
Approval of Non- Public School Placement	That the non-public school placement, as of August 28, 2006, for Student No. 116617, Case Number Eighteen, 06/07, be approved according to the recommendation of the student's IEP team and the Director of Special Education.
Approval of Non- Public School Placement	That the non-public school placement, as of October 9, 2006, for Student No. 115588, Case Number Nineteen, 06/07, be approved according to the recommendation of the student's IEP team and the Director of Special Education.
Approval of Non- Public School Placement	That the non-public school placement, as of October 30, 2006, for Student No. 116617, Case Number Twenty, 06/07, be approved according to the recommendation of the student's IEP team and the Director of Special Education.
Approval of Non- Public School Placement	That the non-public school placement, as of September 15, 2006, for Student No. 127630, Case Number Twenty-one, 06/07, be approved according to the recommendation of the student's IEP team and the Director of Special Education.
Approval of Non- Public School Placement	That the non-public school placement, as of October 25, 2006, for Student No. 121810, Case Number Twenty-two, 06/07, be approved according to the recommendation of the student's IEP team and the Director of Special Education.
Approval of Non- Public School Placement	That the non-public school placement, as of October 17, 2006, for Student No. 128034, Case Number Twenty-three, 06/07, be approved according to the recommendation of the student's IEP team and the Director of Special Education.
Approval of Non- Public School Placement	That the non-public school placement, as of October 16, 2006, for Student No. 110752, Case Number Twenty-four, 06/07, be approved according to the recommendation of the student's IEP team and the Director of Special Education.
Voluntary Consent to Expulsion	That Student No. 109557 be expelled from the Oxnard Union High School District for the remainder of the 2006-07 school year, and that the student attend Pacific View Community Day School for the period of expulsion. The student will be reviewed for readmission in accordance with district policy upon the conclusion of the term of the expulsion, and is to comply with the recommended Rehabilitation Plan and provide documentation that the plan has been completed.
Voluntary Consent to Expulsion	That Student No. 114768 be expelled from the Oxnard Union High School District for the remainder of the 2006-07 school year, and that the student attend Gateway Community Day School for the period of expulsion. The student will be reviewed for readmission in accordance with district policy upon the conclusion of the term of the expulsion, and is to comply with the recommended Rehabilitation Plan and provide documentation that the plan has been completed.
Voluntary Consent to Expulsion	That Student No. 121135 be expelled from the Oxnard Union High School District for the remainder of the 2006-07 school year, and that the student attend Pacific View Community Day School for the period of expulsion. The student will be reviewed for readmission in accordance with district policy upon the conclusion of the term of the expulsion, and is to comply with the recommended Rehabilitation Plan and provide documentation that the plan has been completed.

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Voluntary Consent to Expulsion	That Student No. 121520 be expelled from the Oxnard Union High School District for the remainder of the 2006-07 school year, and that the student attend Pacific View Community Day School for the period of expulsion. The student will be reviewed for readmission in accordance with district policy upon the conclusion of the term of the expulsion, and is to comply with the recommended Rehabilitation Plan and provide documentation that the plan has been completed.
Voluntary Consent to Expulsion	That Student No. 125651 be expelled from the Oxnard Union High School District for the remainder of the 2006-07 school year, and that the student attend Pacific View Community Day School for the period of expulsion. The student will be reviewed for readmission in accordance with district policy upon the conclusion of the term of the expulsion, and is to comply with the recommended Rehabilitation Plan and provide documentation that the plan has been completed.
Voluntary Consent to Expulsion	That Student No. 127416 be expelled from the Oxnard Union High School District for the remainder of the 2006-07 school year, and that the student attend Simi Valley School District for the period of expulsion. The student will be reviewed for readmission in accordance with district policy upon the conclusion of the term of the expulsion, and is to comply with the recommended Rehabilitation Plan and provide documentation that the plan has been completed.
Voluntary Consent to Expulsion	That Student No. 127881 be expelled from the Oxnard Union High School District for the remainder of the 2006-07 school year, and that the student attend Pacific View Community Day School for the period of expulsion. The student will be reviewed for readmission in accordance with district policy upon the conclusion of the term of the expulsion, and is to comply with the recommended Rehabilitation Plan and provide documentation that the plan has been completed.
Approval of ACHS Field Trip Request	That the Adolfo Camarillo High School Trip Request for 10 students and three (3) chaperones to attend basketball tournament, Orlando, Florida, December 13-17, 2006 with 1½ days loss of instructional time be approved, as presented.
Approval of Student Teacher Agreement – California State University Northridge	That the Student Teacher Agreement between California State University Northridge and Oxnard Union High School District, effective July 1, 2006 through June 30, 2007, be approved, as presented.
Approval of Counselor Intern Letter of Understanding – California Lutheran University	That the Counselor Intern Letter of Understanding between California Lutheran University and Oxnard Union High School District, effective July 1, 2006 through June 30, 2007, be approved, as presented.
Adoption of Resolution Number 06-41	That Resolution Number 06-41: Board Member Compensation be adopted, as presented.
Approval of Notice of Completions	<p>That the Notice of Completions be approved as presented.</p> <ul style="list-style-type: none">➤ Kiwitt's General Building for Site Work and Installation of New Science Portable Classrooms at Channel Islands, Oxnard, and Pacifica High Schools➤ SBS Corporation for the Installation of New Home Side Bleachers at Adolfo Camarillo High School➤ Western Contracting Corp. for Revisions to the Shower Room at Rio Mesa High School
Approval to Purchase Dell Notebook Computers	That staff be authorized to purchase Dell Notebook Computer systems utilizing the Western States Contracting Alliance Master Agreement for Dell L.P. Number A63307 extended through August 31, 2007.

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Approval of Calif. Dept. of Education's Local Agreement and Adoption of Resolution No. 06-46	That the California Department of Education's Local Agreement for Child Care Resource Program in Support of Child Care and Development Programs and California School Age Families Education (Cal-SAFE) be approved, and that Resolution No. 06-46 authorizing designated personnel to sign contract documents for fiscal year 2006-07 be adopted, as presented.		
Acceptance of Proposal from Special District Financing and Administration	That the proposal with Special District Financing and Administration (SDFA) to provide School Facilities Needs Analysis be approved, as presented.		
Approval of Managers' Change Petty Cash Funds	That the Board of Trustees approve the increase of change and petty cash funds, as presented:		
	OHS	Tony Ramos	From \$550.00 to \$600.00
	ACHS	Hollie Jetton	From \$350.00 to \$600.00
	HHS	Perry Consuelo	From \$500.00 to \$600.00
	RMHS	Cletis Wallace	From \$400.00 to \$600.00
	CIHS	Shelley Ragland	From \$450.00 to \$600.00
	PHS	Sonny Filoteo	From \$550.00 to \$600.00
Approval of Donations	That the Donations Report for the reporting period October 19, 2006 through November 15, 2006, be approved, as presented.		
Approval of Disposal of Surplus Property	That the items listed be declared surplus and that staff be authorized to dispose of all items through sale or other means, in the most expeditious manner.		
DESIGNATION OF DATE AND TIME FOR ANNUAL ORGANIZATIONAL MEETING	On motion of Trustee Valles, seconded by Trustee Stocks and carried, Wednesday, December 13, 2006, at 6:30 p.m., was designated as the date and time for the Annual Organizational Meeting of the Board of Trustees.		
APPROVAL OF JOB DESCRIPTION AND SALARY PLACEMENT: <i>Nutrition Services Specialist</i>	On motion of Trustee Jaquez, seconded by Trustee Stocks and carried, the proposed classified job description of Nutrition Services Specialist was approved retroactive to November 1, 2006, as presented.		
APPROVAL OF PROVISIONAL INTERN PERMIT	On motion of Trustee Valles, seconded by Trustee Pinkard and carried, the Provisional Intern Permit effective August 25, 2006, was approved, as presented.		
APPROVAL OF SALARY INCREASE ASSISTANT SUPERINTENDENTS	On motion of Trustee Pinkard, seconded by Trustee Valles and carried 3-2, that Assistant Superintendents, be provided a 5.75 percent "on schedule" Cost of Living Allowance retroactive to July 1, 2006. Trustee Valles and Stocks opposed.		
BOARD MEMBERS' REPORTS AND COMMUNICATION	Trustee Stocks visited Adolfo Camarillo High School and shared that several employees are concerned about unification and are requesting transfers.		
	Trustee Jaquez shared that he received a call regarding the inadequate parking and traffic gridlock at Pacifica High School. Superintendent Dunlap commented that there is more than		

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**BOARD MEMBERS'
REPORTS AND
COMMUNICATION -
Continued**

adequate parking at the school, and that traffic is a concern only in the mornings and afternoons when parents and students are arriving and departing.

Trustee Valles shared he had attended several activities at the schools. One concern shared by several teachers from Frontier was the influx of students coming into the school. Superintendent Dunlap informed Trustees that she and Assistant Superintendent Rice met with Principal Lamas and the problem has been corrected by adding six additional sections to lighten the class loads. The necessary accommodations were made as expeditiously as possible. Trustee Valles said he was impressed by the great sportsmanship shown by Rio Mesa and Adolfo Camarillo high schools during the football game, and complimented Principal Lipman for making it possible to have the full participation of the band and cheerleaders – everybody was involved.

Trustee Pinkard said she also had attended several football games. She shared that she was concerned about the approval process for salary increases. Trustees Pinkard suggested that when there are questions or concerns about salary increases, direction be provided to the Superintendent as to how to bring the proposals to the Board of Trustees. Also, that an evaluation process is set up, so that things can be done in an orderly fashion.

**ITEMS FOR FUTURE
CONSIDERATION**

- | | |
|--|-------------------|
| A. Recognition of Geo Challenge Winner | December 13, 2006 |
| B. Approval of Hueneme and Pacifica High Schools' High Priority Grants | December 13, 2006 |
| C. Consideration of Nominations for California School Boards Association (CSBA) Delegate Assembly, Subregion 11B | December 13, 2006 |
| D. Regular Report: Civic Center Report | December 13, 2006 |

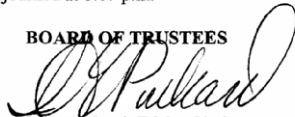
FUTURE MEETINGS

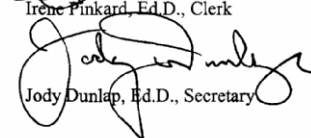
Wednesday, December 13, 2006 – 5:30 p.m., in the District Office Board Room – Annual Organizational Meeting

ADJOURNMENT

There being no further items of business, it was moved by Trustee Pinkard, seconded by Trustee Jaquez and carried, that the meeting be adjourned at 8:07 p.m.

BOARD OF TRUSTEES


Irene Pinkard, Ed.D., Clerk


Jody Dunlap, Ed.D., Secretary

ns: 11/29/06