

# Oxnard Union High School District

## Oxnard, California

### REGULAR BOARD MEETING

March 25, 2020

- 1. CALL TO ORDER** The Regular Board Meeting of the Board of Trustees of the Oxnard Union High School District was called to order by President Sher on March 25, 2020 at 4:37 p.m., in the District Office Board Room, 220 South K Street, Oxnard, California/Google Meet (Remote attendance).
- Trustees present:** Karen M. Sher, M.Ed., President  
Gary Davis, Ed.D., Vice President  
Beatriz R. Herrera, Clerk  
Wayne Edmonds, Member – arrived at 4:45 p.m.  
Steve Hall, Ed.D., Member
- Administration present:** Penelope A. DeLeon, Ed.D. Superintendent of Schools  
Jeff Weinstein, Assistant Superintendent-Business Services  
Tom McCoy, Ed.D., Assistant Superintendent-Educational Services  
Sylvia M. Diaz, Executive Assistant
- Student Representative:** Anthony Farfan - Absent
- Translators present:** Lourdes Campbell, Ana Rangel
- Guests present:** No guests present.
- 2. PLEDGE OF ALLEGIANCE** President Sher led the Pledge of Allegiance to the flag.
- 3. ADOPTION OF AGENDA** Motion: Moved by Trustee Herrera to adopt the agenda of March 25, 2020 Regular Board meeting. Seconded by Trustee Davis and carried unanimously. Vote 4/0/1. Trustee Edmonds arrived late; therefore, he didn't vote.
- 4. APPROVAL OF MINUTES** Motion: Moved by Trustee Herrera to approve the March 11, 2020 Regular Board meeting minutes, as presented. Seconded by Trustee Sher and carried. Vote 3/0/2. Trustee Davis abstained. Trustee Edmonds arrived late; therefore, he didn't vote.
- 5. PUBLIC COMMENTS ON CLOSED SESSION ITEMS** No comments received.
- 6. CLOSED SESSION** At 4:40 p.m. President Sher stated that the Board of Trustees would convene to Closed Session to discuss confidential material relating to the following items noted below.
- A.** Public Employee: Discipline/Dismissal/Release Government Code Section 54957(b)(1)
- B.** Conference with Labor Negotiator(s): Government Code Section 54957.6
- Agency Negotiator: Assistant Superintendent – Human Resources
- Employee Organization: Oxnard Federation of Teachers and School Employees (OFTSE) \* Classified Bargaining Unit
  - Employee Organization: California School Employee Association (CSEA) - Campus Supervisor Bargaining Unit
- C.** Student Personnel: [Education Code §35146, 48912, 48919]
- D.** Consideration of Confidential Student Issues Other Than Expulsion and Suspension, Pursuant to Education Code §35146
- E.** Conference with Legal Counsel - Anticipated Litigation, Pursuant to Government Code § 54956.9 (d)
- a. Number of cases: Three

F.

Conference with Real Property Negotiator (Govt. Code § 54956.8) PROPERTY: Multiple District-owned parcels, including: (1) South of Oxnard High School, APN 183-0-030-180; (2) District Office Campus, 220, 309, and 315 South K Street, Oxnard, CA, APNs 202-0-010-630 & -740; (3) Hueneme Road Adult School, 527 W Hueneme Road, Oxnard, CA, APN 222-0-082-625; (4) 280 and 300 Skyway Drive, Camarillo, CA, APN 230-0-130-105; and (5) 15 Stearman Street, Camarillo, CA, APN 230-0-130-115 AGENCY NEGOTIATOR: Jeff Weinstein, Assistant Superintendent, Business Services and Dr. Joel Kirschenstein, Consultant Sage Realty Group Inc. NEGOTIATING PARTIES: To be determined UNDER NEGOTIATION: Price and terms of payment.

**7. RECONVENE IN PUBLIC: REPORT ON CLOSED SESSION ACTION**

The Board reconvened at 5:56 p.m. President Sher reported out that no action was taken during Closed Session.

**8. PUBLIC COMMENTS TO ADDRESS THE BOARD OF TRUSTEES**

No comments received.

**9. SUPERINTENDENT'S REPORT**

Superintendent DeLeon reported on the following:

- Update on Distance Learning
  - OUHSD Communication Plan
  - Donations to County First Responders – 1,000 N95 masks
  - Grading Guiding Coalition
  - Federal Stimulus Bill: \$31 billion in emergency education funding
  - Bill and Melinda Gates Foundation Grants – OUHSD will apply
- Trustees asked Dr. DeLeon to find out if there are any strings attached to the Bill and Melinda Gates Foundation Grants.
  - Dr. McCoy stated that AP tests will still take place, new dates have not yet been set, test content will only be what students learned through the middle of March, AP is posting a lot of preparatory materials, students will be prepared for the 45 minute essay exams, International Baccalaureate (IB) exams have been canceled worldwide and students have been asked to submit their IB work portfolios containing work already completed during the school year in order to qualify for the IB diploma program.
  - Trustees recommended that teachers post only one assignment per day.
  - Trustees appreciate the work teachers are doing with Distance Learning as some teachers are still in the learning stages.
  - “Ask the Superintendent Form” and “Thrive Form”, found on the District website, responses are sent out within 24-48 hours.
  - Dr. DeLeon gave a special shout-out to Dr. McCoy, Reina Bejerano, Jay Sorensen, Aaron Ferguson and all of the IT Techs for getting the teachers and students up and running for the Distance Learning.

**10. CONSENT CALENDAR**

Motion: Trustee Herrera moved to approve the Consent Calendar, as presented. Seconded by Trustee Davis and carried unanimously. Vote 5/0.

A. Consideration of Approval of Purchase Orders and Direct Pays, March 3 - 16, 2020

Purchase orders totaling \$4,436,580.85 and Direct Pays totaling \$136.40 be approved, as presented.

B. Consideration of Approval of Contract Award to Pro Fab Construction to Replace Modular Roofing Panels at FHS on 20 Classroom Buildings

It is the recommendation of District Administration that the Board of Trustees approve a Contract Award to Pro Fab Construction to Replace Modular Roofing Panels at Frontier HS on 20 Classroom Buildings, as presented.

C. Consideration of Approval of Addendum #1 to WLC Architects' Agreement for Architectural Design Services for OHS and PHS New

It is the recommendation of District Administration that the Board of Trustees approve this Addendum #1 to WLC Architects' Agreement for Architectural Design Services for OHS and PHS New HVAC Projects to Update the Overall Design Fees, as presented.

**HVAC Projects to Update the Overall Design Fees**

**D. Consideration of Approval of Addendum #4 to WLC Architects' Agreement for Architectural Design Services for the New DSHS to Update the Overall Design Fee**

It is the recommendation of District Administration that the Board of Trustees approve this Addendum #4 to WLC Architects' Agreement for Architectural Design Services for the New Del Sol HS to Update the Overall Design Fee, as presented.

**E. Consideration of Approval of Addendum #4 to WLC Architects' Agreement for Architectural Design Services for the New DSHS to Update the Overall Design Fee**

It is the recommendation of District Administration that the Board of Trustees approve this Addendum #4 to WLC Architects' Agreement for Architectural Design Services for the New Del Sol HS to Update the Overall Design Fee, as presented.

**F. Consideration of Approval of Contract Change Order #4 to G2K Construction for Additional Phase One Lobby Security Enhancements**

It is the recommendation of District Administration that the Board of Trustees approve Contract Change Order #4 to G2K Construction for Additional Phase One Lobby Security Enhancements, as presented.

**G. Consideration of Approval of Change Order #1 to Elite Modular for Side Loading to Install Eight Relocatable Classrooms at PHS**

It is the recommendation of District Administration that the Board of Trustees approve a Change Order #1 to Elite Modular for Side Loading to Install Eight Relocatable Classrooms at PHS, as presented.

**H. Consideration of Approval of Contract Change Order #2 to G2K Construction for Additional Phase Two Lobby Security Enhancements at PHS**

It is the recommendation of District Administration that the Board of Trustees approve Contract Change Order #2 to G2K Construction for Additional Phase Two Lobby Security Enhancements, as presented.

**I. Consideration of Approval of Contract Award to Sports Facilities Group to Retrofit HHS Gymnasium Basketball Backboards**

It is the recommendation of District Administration that the Board of Trustees approve a Contract Award to Sports Facilities Group to Retrofit Hueneme HS Gymnasium Basketball Backboards, as presented.

**J. Consideration of Approval of Contract Change Order #5 to Ardan Construction for Replacing the OHS One Meter Diving Board**

It is the recommendation of District Administration that the Board of Trustees approve Contract Change Order #5 to Ardan Construction for Replacing the OHS One Meter Diving Board, as presented.

**K. Consideration of Approval of Contract Award to NV5 for Special Inspection and Testing for OHS Tennis Courts Replacement Project**

It is the recommendation of District Administration that the Board of Trustees approve a Contract Award to NV5 for Special Inspection and Testing for OHS Tennis Courts Replacement Project, as presented.

**L. Consideration of Approval of Contract Award to Sports Facilities Group to Renovate HHS Gym Locker-room Lockers**

It is the recommendation of District Administration that the Board of Trustees approve a Contract Award to Sports Facilities Group to Renovate HHS Gym Locker-room Lockers, as presented.

**M. Consideration of Approval of Contract Award to Arcade Glass Company for Glass Tinting at RCHS**

It is the recommendation of District Administration that the Board of Trustees approve a Contract Award to Arcade Glass Company for Glass Tinting at RCHS, as presented.

**N. Consideration of Approval of Contractor Clean Cut Painting for OHS Trellis Beams Project**

It is the recommendation of District Administration that the Board of Trustees approve proposal from Clean Cut Painting, as presented.

**O. Consideration of Approval of Contractor Jim Gill Flooring for Walk-Off Carpet Tile at PHS Bldg. F**

It is the recommendation of District Administration that the Board of Trustees approve proposal from Jim Gill Flooring, as presented.

- P. Consideration of Approval of Contract Award to Bernards for Construction Management Services for DSHS and Seven Existing HS HVAC Modernizations (ACHS, CIHS, HHS, OHS, PHS, RCHS, RMHS)
- It is the recommendation of District Administration that the Board of Trustees approve a Contract Award to Bernards for Construction Management Services for DSHS and Seven Existing HS HVAC Modernizations (ACHS, CIHS, HHS, OHS, PHS, RCHS, RMHS), as presented.
- Q. Consideration of Approval of Contract Awards to MVC Enterprises, Inc. and Waisman Construction, Inc. for Relocatable Buildings Sitework, Bid 615
- It is the recommendation of District Administration that the Board of Trustees approve a contract awards to MVC Enterprises, Inc. and Waisman Construction, Inc. for Relocatable Buildings Sitework, Bid 615, as presented.
- R. Consideration of Approval of Renewal Memorandum of Understanding between the Oxnard Union High School District and the Mixteco/Indigena Community Organizing Project (MICOP) for Interpreter Services
- It is the recommendation of the District Administration that the Board of Trustees approve the Renewal Memorandum of Understanding between the Oxnard Union High School District and the Mixteco/Indigena Community Organizing Project (MICOP) for Interpreter Services, as presented.
- S. Consideration of Approval of Stipulated Student Expulsions by Agreement of the School Principal, the Student, and the Students' Parent/Guardian, as per Board Policy 5144, Section 22
- It is the recommendation of the District Administration that the Board of Trustees approve the Stipulated Student Expulsions by Agreement of the School Principal, the Student, and the Students' Parent/Guardian, as per Board Policy 5144, Section 22, as presented.
- T. Consideration of Approval of Personnel Items
- It is the recommendation of District Administration that the Board of Trustees approve the personnel items, as presented.
- U. Consideration of Revision of Oxnard Union High School District Board Bylaw 9320: Meetings and Notices [Second Reading]
- It is recommended that Trustees reaffirm Board Bylaw 9320, Meetings and Notices, as presented, for second reading.
- V. Consideration of Approval of Revisions of Board Policy 3513.3 Tobacco Free Schools [Second Reading]
- It is the recommendation of the District Administration that the Board of Trustees approve the Revisions of Board Policy 3513.3 Tobacco Free Schools [Second Reading], as presented.
- W. Consideration of Approval of Revision of Board Policy 5145.7 Sexual Harassment [Second Reading]
- It is the recommendation of the District Administration that the Board of Trustees approve the Revision of Board Policy 5145.7 Sexual Harassment [Second Reading], as presented.
- X. Consideration of Approval of Revision of Board Policy 1330: Use of School Facilities [Second Reading]
- It is the recommendation of District Administration that the Board Approve Board Policy 1330: Use of School Facilities [Second Reading], as presented.

## 11. ACTION

- A. Consideration of Adoption of Resolution No. 20-18 Establishing Compatibility, Uniformity and Standardization for IT Switches District-Wide
- Motion: Trustee Davis moved to adopt Resolution #20-18 Establishing Compatibility, Uniformity and Standardization for IT Switches District-Wide, as presented. Seconded by Trustee Edmonds and carried unanimously. Vote 5/0
- Mr. Weinstein informed Trustees that the RFP will go out between now and the end of June. Anticipation of technology inputted in October. Funding will come from Fund 410.

*Approved*

B. Consideration of Approval of Adoption of Resolution No. 20-16 Proclaiming March 30, 2020 through April 3, 2020 as Adult Education Week

*Approved*

C. Consideration of Adoption of Resolution #20-17, Recognizing March 31, 2020, as César Chávez Day

*Approved*

D. Consideration of Adoption of New Board Policy 5141.22 Infectious Diseases [Second Reading]

*Approved*

Motion: Trustee Edmonds moved to adopt Resolution No. 20-16 proclaiming March 30, 2020 through April 3, 2020 as Adult Education Week, as presented. Seconded by Trustee Herrera and carried unanimously. Vote 5/0.

Motion: Trustee Herrera moved to adopt Resolution #20-17, recognizing March 31, 2020, as César Chávez Day, as presented. Seconded by Trustee Davis and carried unanimously. Vote 5/0

Dr. DeLeon thanked all of the field workers that are working to provide food for us. She asked that everyone be mindful of this and not forget about the people that are out there every single day.

Motion: Trustee Herrera moved to adopt New Board Policy 5141.22 Infectious Diseases [Second Reading], as presented. Seconded by Trustee Davis and carried unanimously. Vote 5/0

Trustees inquired if Dr. DeLeon and Dr. McCoy have had a chance to review everything that has been done within the last couple of weeks with the COVID-19 crisis and have vetted these procedures into this policy. Dr. DeLeon replied that a lot of what has taken place is already in the policy. Dr. McCoy is comfortable with the contents of the policy.

## 12. BOARD MEMBERS' REPORTS AND COMMUNICATIONS

A. President Sher

- Thanked everyone from the bottom of her heart for all they have done to make this crisis a little bit easier for everyone.

B. Trustee Davis

- Thanked District leadership, staff working remotely, cafeteria workers and teachers, who are going above and beyond their call of duty, during this COVID-19 pandemic.

C. Trustee Herrera

- Thanked District leadership, staff working remotely, cafeteria workers and teachers, who are going above and beyond their call of duty, during this COVID-19 pandemic.
- Requested that all parent communication be available in all necessary languages.
- Asked if links can be available on the OUHSD website for parents looking for assistance with basic health care resources and EDD options.

D. Trustee Edmonds

- Thanked District leadership, staff working remotely, cafeteria workers and teachers, who are going above and beyond their call of duty, during this COVID-19 pandemic.

E. Trustee Hall

- Expressed his gratitude to all OUHSD employees for all of their efforts during this crisis. He is extremely proud of everyone.

## 13. ITEMS FOR FUTURE CONSIDERATION

- Trustees reviewed the Items for Future Consideration.

## RECONVENE IN PUBLIC: REPORT ON CLOSED SESSION ACTION

President Sher announced the Board of Trustees would return to Closed Session at 7:00 p.m.

The Board of Trustees returned to Open Session at 7:57 p.m. President Sher announced that no action was taken in Closed Session.

**14. ADJOURNMENT**

President Sher adjourned Open Session at 7:58 p.m.

Approved as presented  
April 29, 2020

**BOARD OF TRUSTEES**



Beatriz R. Herrera, Clerk



Dr. Penelope A. DeLeon, Secretary  
and Superintendent of Schools

Board meetings are video recorded and are available at:  
<http://www.oxnardunion.org/board-of-trustees/board-meeting-videos>