

Oxnard Union High School District

Oxnard, California

SPECIAL BOARD MEETING

March 3, 2021

- 1. CALL TO ORDER** The Special Board Meeting of the Board of Trustees of the Oxnard Union High School District was called to order by President Hall on March 3, 2021 at 6:00 p.m., District Office Board Room, 220 South K Street, Oxnard, California/Google Meet.
- 2. ROLL CALL**
- Dr. Steve Hall, President
Beatriz R. Herrera, Vice President
Karen M. Sher, Clerk. remote attendance
Wayne Edmonds, Member
Elizabeth M. Botello, Member
- Administration present:** Dr. Tom McCoy, Superintendent
Dr. Deborah Salgado, Assistant Superintendent-Human Resources
Sylvia M. Diaz, Executive Assistant
- Translator:** Lourdes Campbell
- Guests present:** No guests present.
- 3. PLEDGE OF ALLEGIANCE** President Hall asked Trustee Botello to lead the Pledge of Allegiance to the flag.
- 4. ADOPTION OF AGENDA** Moved by Trustee Herrera adopt the agenda of March 3, 2021 Special Board meeting, as presented. Seconded by Trustee Edmonds and carried with a roll call vote of 5:0.
- 5. PUBLIC COMMENTS ON OPEN SESSION ITEMS** Karina Davila, PHS senior, requested to only allow seniors to return this school year, underclassmen would continue distance learning.
- 6. STUDY SESSION**
- Periodically the Board of Trustees meets in public to study and discuss topics of importance in the District without taking action. The Board of Trustees studied and discussed their operational norms and protocols as they related to the adopted and approved OUHSD Board Bylaws.
- A. Role of the Board**
- President Hall reviewed Board Bylaw: *Role of the Board*.
- Trustees stated that as elected officials they respond to the community, not just the OUHSD but the community at large.
 - Trustees are responsible to ensure solvency of OUHSD and to make sure the faculty, staff and students are working in a positive and supportive environment.
 - Trustees are responsible for setting the overall district policies and the Superintendent, staff, certificated and classified employees are responsible for implementing them.
 - Trustees had a brief discussion about attendance at all district site events and not just specific sites; therefore, it was recommended that a rotation to major events; open houses, career days, graduations, etc. Dr. McCoy affirmed that he and Ms. Diaz can schedule the major site events, on a Google Excel spreadsheet. Dr. McCoy added that sites appreciate Trustee's attendance at site events, even if their attendance is brief.
- B. Governance Standards**
- President Hall reviewed Board Bylaw: *Governance Standards*
- Trustees have treated each other with respect and feels this is important.
 - Trustees noted the governance team includes the Superintendent and values the communication over items that aren't always voted on as recommended.
 - Trustees recommended they attend a one-day professional development governance training through CSBA, possibly at their annual Board Retreat.
 - Trustee Sher added that she has participated in the five course Masters in Governance training and felt that it's very beneficial and recommended that all OUHSD Trustees participate in this, if they have the opportunity to.

C. Limits of Board Member Authority

President Hall reviewed Board Bylaw: *Limits of Board Member Authority*

- Trustees agreed that they should continue to exercise the resolution of complaints by listening and referring matters to the Superintendent for follow-up, but make sure all five Trustees are aware of any complaints received by a community member. Dr. McCoy added that he and Dr. Salgado are very attentive to the complaint process and understands that all Trustees are to receive information about complaints.
- Dr. McCoy added that Dr. Salgado is the complaint officer for Williams and uniform complaints.
- Dr. McCoy noted that he gave Trustees the 2021 handbook of the Brown Act which can be referred to when it comes to meeting protocols.
- Trustees requested that a copy be made available at each board meeting for reference.
- Trustees requested that Marina Cleavenger, Student Board Representative, receive a copy of the updated Brown Act booklet that Trustees received.

D. List of Memberships, Conferences, Workshops or Meetings Board Members May Attend

President Hall reviewed the list of Memberships, Conferences, Workshops or Meetings Board Members may attend.

- Trustees clarified that they would need Board authorization for the addition of an organization to the list.
- Trustees requested Dr. McCoy give them a deadline date to add items to this list.

E. Conduct of Board Meetings – Board Bylaw 9323

President Hall reviewed Board Bylaw 9323: *Conduct of Board Meetings*

- Trustees were in agreement with President Hall to add a standing agenda item related to the reopening of schools, after the Superintendent's Report.
- It was noted that regarding the rules of order in a board meeting that if the Board President is out of order or the meeting is going into a different direction then any Trustee can alert the Board President by stating, "point of order".
- President Hall recommended that when a member of the community has something urgent to be addressed, during a board meeting, then any Trustee would be allowed to recommend a break during the meeting so the Superintendent, or designee, could meet with this member of the community to address their concern.
- Trustees pointed out that when voting on an item an abstention vote should only be exercised when there is a conflict of interest; otherwise, each vote is a "yes" or "no".

7. ACTION ITEMS

A. Consideration of Approval of Public Comment Procedures

Motion: Trustee Herrera moved to approve the allowance of public comments to be emailed one hour before each board meeting, as presented. Seconded by Trustee Botello and approved with a roll call vote of 5:0.

Approved

- Trustees agreed that the cut off time for submission of public comment to the Superintendent, via email, would be one hour prior to the start of the Board meeting.
- Trustees requested the steps be listed on Parent Square as to how to submit a public comment as this would be very helpful.
- Trustees had a brief discussion on allowing public comments via video conferencing participation but it was decided that for consistency of the meeting that it would be best no to practice public comments via video conferencing.
- Trustees inquired about community members attending Board meetings in large groups and Dr. McCoy replied that only 10 people are allowed in the Board Room, in the purple tier. The board room is currently configured for the red tier, 25%, which is approximately 15 seats. As COVID-19 relieves, more seats will be added and there is an overflow room next to the Board Room.
- Dr. McCoy affirmed that there is a staff member available to assist with large groups during board meetings, if needed.

B. Consideration of Approval of COVID-19 Testing Program through PMH Laboratory, Inc.

Motion: Trustee Sher moved to approve the COVID-19 Testing program through PMH Laboratory, Inc., as presented. Seconded by Trustee Herrera and carried with a roll call vote of 5:0.

Approved

- Trustees were informed that this program is designed where a PMH Laboratory nurse will come to each school site to test students/staff. A registration form must be completed the first time a student or staff member is tested, no social security

numbers are being collected from students nor is the lab reporting any information to any other agency other than Ventura County Public Health.

- Students will be in a database that is reported to Human Resources.
- Every time a student or staff member is tested an additional consent form is required that allows OUHSD to receive the results.
- The lab will only report positive results.

8. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

No comments received.

9. CLOSED SESSION

At 7:08 p.m. President Hall announced 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/Resignation/Appointment/Reassignment/ Employment-Government Code Section 54957(b)(1)
- B. Conference with Labor Negotiator(s): Government Code Section 54957.6
 - Agency Negotiator: Deborah Salgado, Assistant Superintendent-Human Resources
 - Employee Organization: Oxnard Federation of Teachers and School Employees (OFTSE)
 - Classified, Certificated and ParaEducator 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) District Office Campus, 220, 309, and 315 South K Street, Oxnard, CA, APNs 202-0-010-630 & -740; (2) 1101 W. 2nd St., Oxnard, APN 202-0-233-355; (3) 280 and 300 Skyway Drive, Camarillo, CA, APN 230-0-130-105; and (4) 15 Stearman Street, Camarillo, CA, APN 230-0-130-115
AGENCY NEGOTIATOR: Dr. Tom McCoy, Superintendent and Dr. Joel Kirschenstein, Consultant Sage Realty Group Inc.
NEGOTIATING PARTIES: To be determined
UNDER NEGOTIATION: Price and terms of payment

10. RECONVENE IN PUBLIC: REPORT ON CLOSED SESSION

The Board reconvened at 9:02 p.m. President Hall reported that no action was taken during Closed Session.

11. ADJOURNMENT

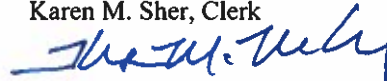
President Hall announced the meeting was adjourned at 9:03 p.m.

Approved, as presented
March 10, 2021

BOARD OF TRUSTEES



Karen M. Sher, Clerk



Dr. Tom McCoy, Secretary and Superintendent

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

