

# Oxnard Union High School District

## Oxnard, California

### REGULAR BOARD MEETING

August 25, 2021

#### 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 Hall on August 25, 2021 at 6:00 p.m., District Office Board Room, 1800 Solar Drive, Oxnard, California.

#### Trustees present:

Steve Hall, Ed.D., President  
Beatriz R. Herrera, Vice President  
Karen M. Sher, M.Ed., Clerk  
Wayne Edmonds, Member  
Elizabeth M. Botello, Member

#### Administration present:

Tom McCoy, Ed.D., Superintendent  
Deborah Salgado, Ed.D., Assistant Superintendent Human Resources  
Roger Adams, M.Ed., Assistant Superintendent Educational Services  
Ted Lawrence, M.Ed., Assistant Superintendent Business Services  
Sylvia M. Diaz, Executive Assistant

#### Student Representative:

Zoe Gonzalez

#### Translator:

Betsy Camacho and Ivonee Carrion.

#### Guests present:

Cindy Hernandez, Jesus Torres, Anthony Morales, Lisset Perez, Monica Phillippe, Shannon Houston-Scott, Dr. Darlene Garcia and Matt La Belle.

#### 2. PLEDGE OF ALLEGIANCE

President Hall led the Pledge of Allegiance to the flag.

#### 3. ADOPTION OF AGENDA

Motion: Moved by Trustee Herrera to adopt the agenda of August 25, 2021, as presented. Seconded by Trustee Sher and carried unanimously by a vote of 5:0.

#### 4. APPROVAL OF MINUTES

Motion: Moved by Trustee Herrera to approve the minutes of August 11, 2021 Regular Board meeting, as presented. Seconded by Trustee Botello and carried unanimously by a vote of 5:0.

#### 5. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

No comments were received.

#### 6. CLOSED SESSION

President Hall announced that the Board was going into Closed Session at 6:03 p.m. 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: Dr. Deborah Salgado, Assistant Superintendent – Human Resources  
Employee Organization: Oxnard Federation of Teachers and School Employees (OFTSE) - Classified, Certificated and ParaEducator Bargaining Units
- 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, 309, and 315 South K Street, Oxnard, CA, APNs 202-0-010-630; (2) 1101 W. 2<sup>nd</sup> St., Oxnard, APN 202-0-233-255; (3) 280 and 300 Skyway Drive, Camarillo, CA, APN 230-0-130-105;

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

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

The Board reconvened at 7:11 p.m. President Hall reported that no action was taken during Closed Session.

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

No comments were received.

**9. INTRODUCTIONS**

- A. New Assistant Principals
- B. New Director of Instructional Support Services

Dr. McCoy introduced Cristina Magallanes, Assistant Principal Pacifica High School. Ms. Magallanes thanked Trustees and stated she is very excited to have this opportunity as she is excited for the new school year.

**10. STUDENT REPRESENTATIVE REPORT TO THE BOARD – Zoe Gonzalez**

Zoe Gonzalez provided her first report of the 2021-22 school year.

Trustees welcomed Ms. Gonzalez to her first board meeting of the 2021-2022 school year. Prior to Ms. Gonzalez's report, she informed everyone that she is currently a senior at ACHS, Director of Justice in the Classroom (local non-profit organization) and Vice President of her ASB Cabinet. Ms. Gonzalez stated it's an honor to serve OUHSD students as their student representative.

**11. SUPERINTENDENT'S REPORT**

Dr. McCoy's highlights:

- Return in person for the 2021-2022 school year protocols and information.
- Highest attendance on the opening day in OUHSD history, August 25, 2021.
- Measure A Update
- Trustee Area Elections - Timeline
- Public comment in Board Meetings

Changing rooms will be available for use by all athletes at district school sites.

**12. CONSENT CALENDAR**

Motion: Trustee Herrera moved to approve the Consent Calendar, as presented. Seconded by Trustee Sher and carried unanimously by a vote of 5:0

- A. Consideration of Approval of Purchase Orders and Direct Pays, August 2-15, 2021

Purchase orders totaling \$8,683,060.32 and Direct Pays totaling \$27,750.00 be approved, as presented.

- B. Consideration of Approval of Donations, June 15 - August 16, 2021

It is the recommendation of District Administration that the Board of Trustees accept the donations report for the period of Donations June 15 - August 16, 2021, as presented.

- C. Consideration of Renewal of COVID-19 Testing Program through PMH Laboratory, Inc.

It is the recommendation of District Administration that the Board of Trustees approve the COVID-19 testing program through PMH Laboratory, Inc., as presented.

- D. Consideration of Approval of Agreement with Kidman Gagen Law, LLP

It is the recommendation of District Administration that the Board of Trustees Approve the Agreement with Kidman Gagen Law, LLP be approved, as presented.

- E. Consideration of Approval of Contract to Smith Mechanical to Replace Existing HVAC at PHS Classrooms M-07, M-08 & M-09 - Routine Restricted Maintenance

It is the recommendation of District Administration that the Board of Trustees Approve a Contract to Smith Mechanical to Replace Existing HVAC at Pacifica HS Classrooms M-07, M-08 & M-09, as presented.

- F. Consideration of Approval of Contract to DC Architects for Design Services for 4 Additional Leased

It is the recommendation of District Administration that the Board of Trustees Approve a Contract to DC Architects for Design Services for 4 Additional Leased Relocatable Classroom Buildings for CIHS for HVAC Modernization Staging, as presented.

Relocatable Classroom Buildings for  
CIHS for HVAC Modernization  
Staging - Measure A

G. Consideration of Approval of  
Contract to Balfour Beatty  
Construction for Project  
Management Services to Replace the  
FHS Gymnasium with an Activity  
Room Building and Exterior  
Basketball Court - Measure A

It is the recommendation of District Administration that the Board of Trustees Approve a Contract to Balfour Beatty Construction for Project Management Services to Replace the FHS Gymnasium with an Activity Room Building and Exterior Basketball Court, as presented.

H. Consideration of Approval of  
Contract to Finish Line Paving for  
Asphalt Pads for a Changing Rooms  
at CIHS and HHS - Routine  
Restricted Maintenance

It is the recommendation of District Administration that the Board of Trustees Approve a Contract to Finish Line Paving for Asphalt Pads for a Changing Rooms at CIHS and HHS, as presented.

I. Consideration of Approval of  
Contract to Kiwitt's General  
Building to Retrofit Existing  
Baseball Bleachers at CIHS & HHS -  
Routine Restricted Maintenance

It is the recommendation of District Administration that the Board of Trustees Approval of a Contract to Kiwitt's General Building to Retrofit Existing Baseball Bleachers at CIHS & HHS, as presented.

J. Consideration of Approval of  
Contract to DaveBang Associates for  
a Shade Structure for CIHS Adult  
Transition - Measure A

It is the recommendation of District Administration that the Board of Trustees Approve a Contract to DaveBang Associates for a Shade Structure for CIHS Adult Transition, as presented.

K. Consideration of Approval of  
Contract to Vernier Construction  
Services for added Quality and  
Inspection Services for the  
Mechatronics at OHS - Measure A

It is the recommendation of District Administration that the Board of Trustees approve a contract to Vernier Construction Services for the Mechatronics Project at OHS, as presented.

L. Consideration of Approval of  
Adjustment of Owner Contingency  
for Unforeseen Conditions at DSHS  
- Measure A

It is the recommendation of District Administration that the Board of Trustees Approve notification of event to reduce owner project contingency for Del Sol High School for the value as noted to Balfour Beatty, LLC, as presented.

M. Consideration of Approval of  
Contract to Ardalan Construction  
Company, Inc. for Change Order at  
OHS - Measure A

It is the recommendation of District Administration that the Board of Trustees approve a change order for the value as noted to Ardalan Construction Company, Inc., as presented.

N. Consideration of Approval to  
Issue a Check to the City of Oxnard  
for DSHS/Maulhardt Rose Avenue/  
Hwy 101 Interchange Assessment  
District Fees - Measure A

It is the recommendation of District Administration that the Board of Trustees approve the issuance of a check in the amount noted to the City of Oxnard for Del Sol High School, as presented.

O. Consideration of Approval of  
Contract to Vernier Construction  
Services for added Quality and  
Inspection Services for the HVAC at  
CIHS - Measure A

It is the recommendation of District Administration that the Board of Trustees approve a contract to Vernier Construction Services for the HVAC at Channel Islands High School, as presented.

P. Consideration of Approval of  
Contract to Finish Line Paving, Inc.  
for Change Order Work at HHS-  
Measure A

It is the recommendation of District Administration that the Board of Trustees approve a contract for the value as noted to Finish Line Paving, Inc., as presented.

Q. Consideration of Approval of  
Contract AP Construction for

It is the recommendation of District Administration that the Board of Trustees approve a contract for the value as noted to AP Construction, as presented.

Change Order Work at CIHS -  
Measure A

R. Consideration of Approval of Contract to Balfour Beatty Construction for Project Management Services to Replace the ACHS, CIHS, HHS & RMHS Gymnasium Bleachers - Measure A

It is the recommendation of District Administration that the Board of Trustees Approve a Contract to Balfour Beatty Construction for Project Management Services to Replace the ACHS, CIHS, HHS & RMHS Gymnasium Bleachers, as presented.

S. Consideration of Approval of Contract to Sports Facilities Group to Replace Wrestling Room Wall Pads and Floor Mats at ACHS - Routine Restricted Maintenance

It is the recommendation of District Administration that the Board of Trustees Approve a Contract to Sports Facilities Group to Replace Wrestling Room Wall Pads and Floor Mats, as presented.

T. Consideration of Approval of Contract to Sports Facilities Group to Replace Varsity Baseball and Softball Dugout Covers at PHS - Routine Restricted Maintenance

It is the recommendation of District Administration that the Board of Trustees Approve a Contract to Sports Facilities Group to Replace Varsity Baseball and Softball Dugout Covers at Pacifica HS, as presented.

U. Consideration of Approval of Contract to Sports Facilities Group to Replace Varsity Baseball and Softball Scoreboards at PHS - Routine Restricted Maintenance

It is the recommendation of District Administration that the Board of Trustees Approve a Contract to Sports Facilities Group to Replace Varsity Baseball and Softball Scoreboards at Pacifica HS, as presented.

V. Consideration of Renewal of Sage Realty Agreement

It is the recommendation of District Administration that the Board of Trustees approve the renewal of Sage Realty Group agreement, as presented.

W. Consideration of Approval of Overnight Field Trip: RMHS Volleyball, La Jolla, CA, September 17-18, 2021 Volleyball Tournament

It is the recommendation of District Administration that the Board of Trustees approve the Overnight Field Trip: RMHS Volleyball, La Jolla, CA, September 17-18, 2021 Volleyball Tournament, as presented.

X. Consideration of Approval of Overnight Field Trip: RMHS Volleyball, Crescenta Valley, CA, September 24-25, 2021 Volleyball Tournament

It is the recommendation of District Administration that the Board of Trustees approve the Overnight Field Trip: RMHS Volleyball, Crescenta Valley, CA, September 24-25, 2021 Volleyball Tournament, as presented.

Y. Consideration of Approval of Quarterly Report on Williams Uniform Complaints for 4th Quarter

It is the recommendation of District Administration that the Board of Trustees approve the Quarterly Report on Williams Uniform Complaints for 4th Quarter, as presented.

Z. Consideration of Renewal of Agreement Between Oxnard Union High School District and Protocol Agency for School Year 2021-2022

It is the recommendation of District Administration that the Board of Trustees approve the Renewal of Agreement Between Oxnard Union High School District and Protocol Agency for School Year 2021-2022, as presented.

AA. Consideration of Approval of Agreement Between Oxnard Union High School District and CoVitality (years 2 and 3)

It is the recommendation of District Administration that the Board of Trustees approve the Agreement Between Oxnard Union High School District and CoVitality (years 2 and 3), as presented.

BB. Consideration of Approval of the Consolidated Application for Funding Categorical Aid Programs for the Spring Data Collection and Application for Funding

It is the recommendation of District Administration that the Board of Trustees approve the Consolidated Application for Funding Categorical Aid Programs for the Spring Data Collection and Application for Funding, as presented.

CC. Consideration of Approval of the Adult Education Course Approval for 2021/22 (A-22) as Approved by the California Department of Education

It is the recommendation of District Administration that the Board of Trustees approve the Adult Education Course Approval for 2021/22 (A-22) as Approved by the California Department of Education, as presented.

DD. Consideration of Approval of Personnel Items

It is the recommendation of District Administration that the Board of Trustees approve the personnel items, as presented.

EE. Consideration of Approval of School Counseling Fieldwork/Intern Agreement Between California State University Dominguez Hills and Oxnard Union High School District

It is the recommendation of district administration that the School Counseling Fieldwork/Intern Agreement between California State University Dominguez Hills and Oxnard Union High School District be approved by the Board of Trustees, as presented.

FF. Consideration of Approval of Student Teaching Agreement Between California State University Northridge and Oxnard Union High School District

It is the recommendation of district administration that the Student Teaching Agreement between California State University Northridge and Oxnard Union High School District be approved by the Board of Trustees, as presented.

### 13. ACTION ITEMS

A. Consideration of Approval of Multi-Craft Core Curriculum Online Format Licensing Agreement

Motion: Trustee Sher moved to approve the Multi-Craft Core Curriculum Online Format Licensing Agreement, as presented. Seconded by Trustee Herrera and carried unanimously by a vote of 5:0.

*Approved*

- This program is a multi-entry point concentrator course, year one, where students can enter between grades 9-11, preferably, but it is open to grades 9-12.
- The capstone course, year two, students can enter between grades 10-12, preferably, but it is open to grades 9-12.
- Currently the concentrator course is made up of mostly Sophomores and Juniors. The second year course is heavily populated with Juniors and Seniors.

Trustees thanked Ms. Monica Phillippe, Director Career Technical Education, Mr. Anthony Morales, Mr. Jesus Torres and Lisset Perez, CTE Teacher, for the MC3 Program presentation. Trustee Sher personally thanked Mr. Torres and Mr. Morales on behalf of Tony Skinner as this was his dream come true and requested if they could possibly honor Mr. Skinner's name with this project. She also thanked her fellow Trustees for collaborating around this work and gave a shout out to Dr. DeLeon, former Superintendent of OUHSD, as she helped get this project going too.

B. Consideration of Approval of the Memorandum of Understanding Between VCCCD-Oxnard College and Oxnard Union High School District for Onsite OC Academic Counseling Services

Motion: Trustee Edmonds moved to approve the Memorandum of Understanding Between VCCCD-Oxnard College and Oxnard Union High School District for Onsite OC Academic Counseling Services, as presented. Seconded by Trustee Botello and carried unanimously by a vote of 4:0:1.

*Approved*

President Hall stated publicly that due to a conflict of interest for Trustee Herrera with this agenda item, she is a Counselor within the Ventura County Community College District(VCCCD), and could potentially be involved in the process related to this item, she recused herself from the discussion and voting and left the boardroom.

- VCCCD would hire four counselors to work at OUHSD sites: one for ACHS and RCHS, one for CIHS and HHS, one for OHS and PHS and one for FHS and RMHS. Current Oxnard College counselors would serve Condor and OMCHS.
- The contract is for one-year. Mr. Adams will ask VCCCD if they could possibly have one counselor available for each school site in the future but added the service is through VCCCD grant funding and it may not be available.
- This contract is provided at no cost to OUHSD but the district has agreed to provide Wi-Fi service and space for each counselor. VCCCD would also work collaboratively with OUHSD counselors and the UCSB EAOP support system.
- Oxnard College would supervise each counselor but each site Principal would provide feedback to the supervisor at Oxnard College.

C. Consideration of Approval of Revisions to Job Description: Student Intervention Specialist, [Second Reading]

*Approved*

D. Consideration of Approval of Employment on the Basis of a Provisional Internship Permit for Rebecca Fisher, Education Specialist Teacher, Grades 9-12 at Adolfo Camarillo High School Effective August 23, 2021

*Approved*

E. Consideration of Approval of Employment on the Basis of a Provisional Internship Permit for Philip Idell, Music Teacher, Grades 9-12 at Adolfo Camarillo High School Effective August 23, 2021

*Approved*

F. Consideration of Approval of Request for a Waiver Pursuant to Education Code §44253.3 Certificate or Credential to Provide Instruction to Limited English Proficient (LEP) Students, Grades 9-12 for Lisset Perez, Assignment-CTE: Building & Construction Trades

*Approved*

G. Consideration of Revision of Board Policy 5132: *Dress and Grooming* [First Reading]

*Approved*

H. Consideration of Approval of 2021-22 Board and District Goals

*Approved*

Motion: Trustee Botello moved to approve the revisions to Job Description: Student Intervention Specialist, [Second Reading], as presented. Seconded by Trustee Sher and carried unanimously by a vote of 5:0.

Motion: Trustee Herrera moved to approve the Employment on the Basis of a Provisional Internship Permit for Rebecca Fisher, Education Specialist Teacher, Grades 9-12 at Adolfo Camarillo High School Effective August 23, 2021, as presented. Seconded by Trustee Botello and carried unanimously by a vote of 5:0.

Motion: Trustee Botello moved to approve the Employment on the Basis of a Provisional Internship Permit for Philip Idell, Music Teacher, Grades 9-12 at Adolfo Camarillo High School Effective August 23, 2021, as presented. Seconded by Trustee Herrera and carried unanimously by a vote of 5:0.

Motion: Trustee Herrera moved to approve the Request for a Waiver Pursuant to Education Code §44253.3 Certificate or Credential to Provide Instruction to Limited English Proficient (LEP) Students, Grades 9-12 for Lisset Perez, Assignment-CTE: Building & Construction Trades, as presented. Seconded by Trustee Edmonds and carried unanimously by a vote of 5:0.

Motion: Trustee Sher moved to approve the revision of Board Policy 5132: *Dress and Grooming* [First Reading], as presented. Seconded by Trustee Herrera. Trustee Sher amended her motion to waive the 2<sup>nd</sup> reading. Seconded by Trustee Herrera and carried unanimously by a vote of 5:0.

- This dress code would be added to the summer mailer, updated electronically.
- This board policy was created to allow school sites to create guidelines around their safety plan to address specific needs at each school site.

Motion: Trustee Sher moved to approve the 2021-22 Board and District Goals, as presented. Seconded by Trustee Herrera and carried unanimously by a vote of 5:0.

**Goal 1**

- Add: “ Every student will be accepted to a two-year or four-year college or trade school”.
- Add: “monitor and increase the number of students taking and passing AP exams”

**Goal 2**

- Add to the second paragraph, the second line after “productive conversations...”: “builds inclusive and safe spaces on campus, prevent bullying and recognize the different experiences of students”.
- Revise first paragraph to read: “Develop and implement Wellness Centers...”

**Goal 3**

- Add: “teaching and” before “learning conditions” in the first line.
- The word “Safety” in the second line, second paragraph should be lowercase, HVAC should read as: heating, ventilation and air conditioning and playfields should read: “playfields/athletic and p.e. facilities”.

- Revise paragraph two to read: “develop a five-year plan for routine maintenance and repair of district facilities, infrastructure, transportation and technology”.
- Add: “explore, support and advocate for high speed, high quality free broadband in OUHSD communities”.

**Goal 4**

No revisions

**Goal 5**

- Revise to read: provide culturally proficient and timely communication for students, parents, families, staff and community through multiple platforms in multiple languages.
- Add a second sentence: “Develop a communication plan that identifies roles and responsibilities”. President Hall clarified that “communication” would include social media (including various platforms, utilization and what they’re being used for to communicate), the district website and ParentSquare.

It was noted that Educational Services would work with Dr. McCoy to create a calendar of reporting for Trustees to determine the progress of each board goal. Dr. McCoy would like to sunshine the reporting calendar to the Trustees and calendar the individual report in items for future consideration.

Wellness Specialists, formerly Student Intervention Specialists, presented data, the number of students they saw and the types of issues the students experienced, after their first year. This data could be presented via the Wellness Centers to be able to measure their success.

IT plans to replace the district’s oldest desktop computers, across the system, this year and every year for the next five years 20% of these would be replaced. Dr. McCoy noted the district is trying to leverage the COVID-19 monies to potentially replace more than 20% this year. Teachers have been encouraged to submit a help desk ticket if they experience computer issues. The turnaround time to repair/replace teacher computers depends on what is needed as some parts are in stock and some have to be ordered.

Dr. Salgado is the district’s COVID-19 officer but Senerey De los Santos and Teodoro Lopez would be responsible for posting the updated information on the district’s website.

Trustees requested updated organization charts and that the communication plan be included in the student handbook, both the digital and hard copy, in multiple languages.

**14. STAFF REPORTS**

Solar Drive Update (Academic Programs & OAS)

Oxnard Union High School District moved this Spring into a new District Office at 1800 N. Solar Drive. From 1956 through 2021 the District was located at 309 South K Street. The new location is centralized to all the communities served by the District and provides an opportunity for all District Office staff to work under one roof for the first time. The Solar Drive District Office hosts Oxnard Adult School and the District's Human Resources Department on the First Floor. All other District Office Departments are on the Second Floor. Solar Drive features multiple conference and meeting rooms, a parent center, as well as a state of the art Board Room. The move of the District Office to Solar Drive was funded through the sale of surplus properties.

The garment construction teacher has more than 44 years of teaching experience. Oxnard Adult School had approximately 120 graduates and Condor had approximately 200 graduates last school year.

Trustees thanked Ms. Greaves for her report.

**15. BOARD REPORT AND COMMUNICATIONS**

Trustee Hall

- Felt today was a good day as it was great to celebrate the return to school, the district office grand opening and hearing about the OAS and the school sites enrollments.

Trustee Herrera

- Loved the grand opening ceremony and the participation of the students, staff and faculty as well as the attendance of all of the special guests from all over Ventura County.

- Thanked the executive team, especially the work Dr. Salgado and her team did to hire all of the new employees was phenomenal.

Trustee Sher

- Felt today's ceremony was beautiful and thanked everyone involved as OUHSD is more than just one thing and this event was a representation of that.
- Attended the new teacher orientation brunch, wonderful.
- As a parent, she gave shout outs to ACHS and RCHS. She is happy to welcome everybody back to school and felt the leadership was the reason why this happened.
- Wished everyone a wonderful school year.

Trustee Edmonds

- Felt the district office grand opening today was fantastic as everyone seemed to have had a good time. It was a good send off for this facility.

Trustee Botello

- Congratulated everyone and was able to visit school sites and knows that it took a group effort to get to this point, return in person. Preview week, professional development and orientations have been very well attended.
- Very impressed with everything that has been taking place at the school sites and the Executive Cabinet at the district office. Thanked the staff and administration teams that continue to elevate and uplift the students daily as she can see this through correspondence and pictures.
- Attended the new teacher orientation and felt it was great to touch base with the teachers.
- Visited HHS and spoke to the new band director.
- Stated that OUHSD is a resilient group of people and whatever comes our way we will move forward. Thanked everyone for all they do, for being student advocates and keeping them at the forefront and working together collectively. Wished everyone a great year.

#### 16. ITEMS FOR FUTURE CONSIDERATION

- Trustees reviewed the items for future consideration.


#### 17. ADJOURNMENT

President Hall adjourned Open Session at 9:03 p.m.

Approved, as presented  
September 15, 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/about/schoolboard/datesagendas.htm>