

Board of Education
Velma Lomax, President
Matt Almaraz, Vice President
Sabrena Rodriguez, Member
Amy Callahan, Member
Dr. Jerry Dannenberg, Member
Dr. Roger Rice, Superintendent &
Clerk of the Board



255 W. Stanley Avenue, Suite 100 • Ventura, California 93001-1348 • 805.641.5000

For the future of every student

REGULAR BOARD OF EDUCATION MEETING

July 20, 2021

Closed Session: 5:30 p.m.
Regular Board Meeting: 7:00 p.m.

The Board of Education holds their meetings on the second and fourth Tuesdays of each month at 7:00 p.m. unless otherwise noticed.

The Board may consider and act on an agenda item in a different order or an item may be considered earlier or later than the estimated time. Additionally, discussion of the agenda items may be postponed to a future meeting.

Any individual with a disability, who requires reasonable accommodation to participate in a Board meeting, may request assistance by contacting the Superintendent's Office, 255 W. Stanley Ave., Suite 100, Ventura, CA 93001; (805) 641-5000 ext. 1014, fax (805) 653-7855.

PUBLIC ACCESS/COMMENTS

In accordance with Governor Newsom's Executive Order N-29-20 regarding COVID-19, members of the public will continue to have the right to observe the public meeting via <http://bit.ly/TDCStudios> and submit public comment in writing at public.comment@venturausd.org and live public comment via the Zoom platform. Both written and live public comment requests are available for the Public Comment agenda item as well as the Public Comment on Closed Session agenda item. Public comment and live Public Comment requests will be accepted for a 24-hour period ending one hour prior to the start of the Opening Procedure of the meeting. All written public comment received via the designated email address, referenced above, will be provided to the Board of Education prior to the start of the Regular Session of the meeting for review. The written public comment will not be read or summarized, but will be made part of the minutes of the Board meeting. ANY REQUESTS RECEIVED FOR LIVE OR WRITTEN PUBLIC COMMENT BEFORE OR AFTER THE 24 HOUR PERIOD WILL NOT BE PROCESSED. A member of the public may submit a request to provide live public comment also using the above-referenced email address. The request must be received during the 24-hour period referenced above. Once received, an email with a Zoom link will be provided with directions and the procedure to provide live public comment. Community members will have 3 minutes to provide their public comment.

Any writings or documents that are public records and are provided to the majority of Board Members before the meeting regarding an open session item on the agenda are available via the district website at <https://www.venturausd.org/board/SuperintendentBoard/BoardofEducation/2019-21AgendasInformation.aspx>

POSTING INFORMATION

The agenda for regularly scheduled Board meetings will be posted 72 hours prior to the meeting. The agenda for the special board meetings will be posted 24 hours in advance. The Board of Education Agenda is posted at the following locations:

- Ventura Unified School District, Education Service Center (Always)
255 W. Stanley Avenue, Suite 100, Ventura, CA, (Guard shack)
This serves as the main posting location pursuant to the Brown Act, Government Code §54954.2(a)
- Ventura Adult and Continuing Education (Main Entrance) 5200 Valentine Road, Ventura, CA



AGENDA
BOARD OF EDUCATION REGULAR MEETING
VENTURA UNIFIED SCHOOL DISTRICT
Tuesday, July 20, 2021
Ventura Adult and Continuing Education
Ron Halt Classroom Via Teleconference

Public Access

Public Streaming of the Board Meeting at <http://bit.ly/TDCStudios>

1. OPENING PROCEDURE - Ron Halt Classroom - 5:30 p.m.

2. Call to Order

3. Adoption of Agenda

Moved:

Seconded:

ROLL CALL VOTE:

Dannenberg ____, Callahan ____, Rodriguez ____, Almaraz ____, Lomax ____

4. Public Comment on Closed Session Items

5. Motion to go to Closed Session

Moved:

Seconded:

ROLL CALL VOTE:

Dannenberg ____, Callahan ____, Rodriguez ____, Almaraz ____, Lomax ____

6. CLOSED SESSION - Ron Halt Classroom

6.a Conference with Legal Counsel - Anticipated Litigation, Significant Exposure to Litigation, Pursuant to Government Code 54956.9(d)(2)

a. Number of cases: Two

6.b Public Employee Discipline/Dismissal/Release, Pursuant to Government Code Section 54957(b)

6.c Conference with Legal Counsel - Existing Litigation Pursuant to Government Code 54956.9(d)(1)

a. Name of Case: Student v. Ventura Unified School District, Case No. ML202107.

7. REGULAR SESSION - Ron Halt Classroom - 7:00 p.m.

8. Pledge of Allegiance

- Moment of Silence

9. **Roll Call:**
Velma Lomax, President ____, **Matt Almaraz, Vice-President** ____,
Sabrina Rodriguez ____, **Amy Callahan** ____, **Dr. Jerry Dannenberg** ____, **Dr. Roger Rice** ____

10. **Report of Actions Taken in Closed Session**

11. **Superintendent's Report**

11.a Good News

- Introduction of the new Assistant Principal, Buena High School - Dr. Scott McNutt
- Cabrillo Middle School-Rusty Sailors

12. **Correspondence**

13. **Public Comments**

14. **CONFERENCE - SUPERINTENDENT**

14.a [Board Meeting Processes and Protocols](#)

The Board President will lead a discussion around board processes and protocols to consider opportunities for increased efficiencies and discuss location of meetings.

Dr. Roger Rice, Superintendent; Mrs. Velma Lomax, Board President

15. **CONFERENCE - EDUCATIONAL SERVICES**

15.a [Consideration for Adoption of Science Curriculum for Grades K-5 \(Action Requested\)](#)

Gina Wolowicz, Director, Elementary Curriculum and Instruction and Bret Klopfenstein, Science Teacher Specialist will give a presentation on the recommendation for the science instructional material listed below.

Grade	Instructional Material	Copyright Date	Publisher
K-5	California Inspire Science	2020	McGraw-Hill School Education

Moved:

Seconded:

ROLL CALL VOTE:

Dannenberg ____, Callahan ____, Rodriguez ____, Almaraz ____, Lomax ____

Dr. Antonio Castro, Assistant Superintendent, Educational Services; Ms. Gina Wolowicz, Director, Elementary Curriculum and Instruction; Mr. Bret Klopfenstein, Science Teacher Specialist

15.b [Consideration for Adoption of a Textbook: The American Pageant, AP Edition \(Action Requested\)](#)

Title:	The American Pageant, AP Edition
Author:	David M. Kennedy and Lizabeth Cohen
Publisher:	Cengage Learning
Copyright:	2020
Status:	Textbook
Course(s) for which adopted:	AP United States History
Grade(s):	11
ISBN #:	978-1-337-61622-5

Moved:
Seconded:

ROLL CALL VOTE:

Dannenberg ____, Callahan ____, Rodriguez ____, Almaraz ____, Lomax ____

Dr. Antonio Castro, Assistant Superintendent, Educational Services; Dr. Greg Bayless, Director, Secondary Curriculum and Instruction

16. CONFERENCE - BUSINESS SERVICES

16.a [Declining Enrollment Presentation](#)

Staff will present baseline data on declining enrollment, discuss anticipated decline and actual decline, and revenue loss due to declining enrollment. The Board will be asked to consider creating a declining enrollment committee.

Dr. Rebecca Chandler, Assistant Superintendent, Business Services; Ms. Anna Campbell, Director, Budget and Finance

17. CONFERENCE - HUMAN RESOURCES - Certificated

17.a [Ventura Unified School District and Ventura Unified Education Association \(VUEA\) Memorandum of Understanding - Coaches Extra Pay Stipend - June 25, 2021 \(Action Requested\)](#)

Consideration of approval of Ventura Unified School District (VUSD) and Ventura Unified Education Association (VUEA) Coaches Extra Pay Stipend Memorandum Of Understanding (MOU). Attached is the Coaches Extra Pay Stipend MOU between VUSD and VUEA and the application for the additional athletic coaches stipend for the 20/21 school year.

Moved:
Seconded:

ROLL CALL VOTE:

Dannenberg ____, Callahan ____, Rodriguez ____, Almaraz ____, Lomax ____

Mr. Brett Taylor, Assistant Superintendent, Human Resources

18. ACTION

- 18.a [Resolution #21-19, Board Reservation of Rights to Improve Compensation for Fiscal Year 2021-22](#)

Each year the District adopts a resolution to allow the Board to reserve the right to improve or update compensation for members of the confidential, supervisory, or management groups. The Board of Education has the right to improve compensation to non-represented employees on or after July 1, 2021 as described in resolution. Approval of the attached resolution is requested.

Moved:
Seconded:

ROLL CALL VOTE:
Dannenberg ____, Callahan ____, Rodriguez ____, Almaraz ____, Lomax ____

Dr. Rebecca Chandler, Assistant Superintendent, Business Services; Ms. Anna Campbell, Director, Budget and Finance

CONSENT CALENDAR

It is recommended that the department item numbers **19 to 23** below be approved as presented. All items listed under consent are considered to be routine and may be enacted by approval of a single motion. There will be no separate discussion of these items; however, any item may be removed from the consent agenda upon request of any member of the Board and acted upon separately.

Moved:
Seconded:

ROLL CALL VOTE:
Dannenberg ____, Callahan ____, Rodriguez ____, Almaraz ____, Lomax ____

19. CONSENT- EDUCATIONAL SERVICES

- 19.a [Resolution #21-16, regarding Child Development Services California State Preschool Program](#)

It is recommended that the Board of Education approve the attached Child Development Services California State Preschool Resolution #21-16 for the purpose of providing child care and development services and to authorize the designated personnel to sign contract documents for fiscal year 2021-2022. This resolution authorizes entering into local agreement number CSPP-1667 and indicates that the Superintendent or Assistant Superintendent, Business Services Division are authorized to sign the transaction for the Governing Board.

Dr. Antonio Castro, Assistant Superintendent, Educational Services; Ms. Loretta Galaviz, Coordinator, Child Development Programs

- 19.b [Consideration of Anacapa Middle School Unity Mural](#)
The staff at Anacapa Middle School is requesting permission to paint a mural. The mural will depict the words, "Unity in Diversity" in the languages represented on Anacapa's campus which are: English, Spanish, Thai, Vietnamese, Arabic and Tagalog. This mural will be six feet high and twenty-nine feet wide and will be located on the west wall facing room 83. Keira Clagget, student at Anacapa will be painting this mural, along with other students under teacher supervision. The project has been coordinated with the Facilities Services Department and the funding source is private funding by a student and her Girl Scout Troup.
Dr. Antonio Castro, Assistant Superintendent, Educational Services; Dr. Mayra Vega-Manriquez, Principal

- 19.c [Overnight and Out of the Tri-County Field trip](#)
Foothill Technology High School is requesting permission to send students from their cross country team to travel overnight and out of the tri-county to a cross country training to be held at Mammoth, CA in Mono County. The trip will take place on August 7-12, 2021. Board approval is requested to send twelve students and four chaperones to this field trip. At least one teacher or other certificated personnel shall accompany students on all trips according to Administrative Regulation 6153. Transportation will be provided by district vans. All required paperwork will be on file at the school before departure.
Dr. Antonio Castro, Assistant Superintendent, Educational Services

20. CONSENT - HUMAN RESOURCES - Certificated

- 20.a [Ratification of Administration's Approval of Miscellaneous & Part-Time Certificated Assignments for the 2021-22 School Year](#)
Ratification of administration's approval of miscellaneous and part-time certificated assignments on the attached list.
Mr. Brett Taylor, Assistant Superintendent, Human Resources
- 20.b [Report Regarding Williams Uniform Complaint Procedures Quarterly Report Pursuant to AR 1312.4 for Quarter Ending June 30, 2021.](#)
The Superintendent or designee shall report summarized data on the nature and resolution of all Williams Uniform Complaints to the Board of Education and the County Superintendent of Schools on a quarterly basis. For the quarter ending June 30, 2021, no complaints were filed with any school in the district.
Mr. Brett Taylor, Assistant Superintendent, Human Resources
- 20.c [Ratification of Administration's Approval of Resignations, Retirements and Release for Certificated Personnel for the 2021-22 School Year](#)
Ratification of administration's approval of resignations, retirements and release for certificated personnel listed on the attached list.
Mr. Brett Taylor, Assistant Superintendent, Human Resources
- 20.d [Ratification of Administration's Approval of Reemployment for Adult Education Teachers & Substitutes](#)
Ratification of administration's approval for the individuals on the attached list for the Adult Education Programs.
Mr. Brett Taylor, Assistant Superintendent, Human Resources

20.e [Ratification of Administration's Approval of Assignments for 2021 Extended Year - Summer School Programs](#)

Ratification of Administration's Approval of the 2021 Extended Year - Summer School and Summer Session assignments on the attached list.

Mr. Brett Taylor, Assistant Superintendent, Human Resources

20.f [Ratification of Administration's Approval of Employment and Reemployment of Certificated Personnel for the 2021-22 School Year](#)

It is recommended that the Board of Education ratify the administration's approval to employ the individuals on the attached list for certificated positions as indicated. All will have temporary status unless otherwise noted.

Mr. Brett Taylor, Assistant Superintendent, Human Resources

20.g [Ratification of Administration's Approval for Leave of Absence for Certificated Personnel for the 2021-22 School Year](#)

Ratification of administration's approval for leave of absence for certificated personnel listed below:

Last Name	First Name	Assignment	Site	Lv FTE	Lv Begin	Lv End	Reason
Rivara	Shelly	Teacher	Balboa	.33	8/19/21	11/17/21	FMLA
Rivara	Shelly	Teacher	Balboa	.33	11/18/21	6/16/22	Personal
Schmidt	Mark	Teacher	Ventura	1.00	8/20/21	6/17/22	Personal

Mr. Brett Taylor, Assistant Superintendent, Human Resources

21. CONSENT - HUMAN RESOURCES - Classified

21.a [Classified Position Changes](#)

Based on staffing needed to best meet the needs of our students and the services provided by the District, the following position changes are needed; see attached list.

Note: Positions being reduced or abolished are currently vacant, and no action is required to issue a layoff notice. An incumbent will not be affected as a result of the change. It is requested that the Board of Education approve the attached Classified position changes for the 2021-2022 fiscal year.

Ms. Andrea Crouch, Director of Classified Human Resources

22. CONSENT - BUSINESS SERVICES

22.a [Atkinson, Andelson, Loya, Ruud & Romo Legal and Non-Legal Consultant Services Agreement for 2021-24](#)

The District entered into an agreement with Atkinson, Andelson, Loya, Ruud & Romo for representation in administrative and court proceedings as requested by the District. The agreement is effective May 1, 2021 to April 30, 2024. Ratification of the attached agreement is requested.

Dr. Rebecca Chandler, Assistant Superintendent, Business Services; Mr. Anthony M. Ramos, General Counsel

22.b [Ratification of Final Settlement Agreement and Release of All Claims Case No. MG202107](#)
An agreement was reached regarding Case No. MG202107. Board approval of the attached agreement is requested.

Dr. Rebecca Chandler, Assistant Superintendent, Business Services; Mr. Marcus Konantz, Executive Director, Special Education-Pupil Services

22.c [Ventura Unified School District 2021-22 Facility Use Fee Schedule Categories - Updated](#)
Please see the attached updated Facility Use Fee Schedule Categories to align with the approved Board policy updates.

Dr. Rebecca Chandler, Assistant Superintendent Business Services; Ms. Anna Campbell, Director, Budget and Finance

22.d [Ratification of Change Order #1, C1-22 Lemon Grove Classroom Conversion Project](#)
The change order to Pacific Low Voltage consists of the following:

1.	Add additional cabinetry to new Lab east wall. This change was part of a larger add alternate that was not taken at the time of bid.	\$29,550.00
2.	Unknown conduit and wiring feeding the exterior breezeway lights was discovered in a soffit that was being reframed. This cost is to relocate the conduit and wiring and provide a new 120V outlet that was previously housed within a removed data raceway.	\$1,111.00
3.	CREDITS for slab moisture barrier, (4) marker boards and (4) bottle filling stations. Slab moisture test shows an additional moisture barrier is not necessary. Marker boards and bottle fillers were provided by the District to mitigate long lead times on these materials.	(\$23,847.00)
4.	Cost for additional framing at Lab soffit. Existing soffit was reduced in size when HVAC system was moved to attic. Scope includes removing more of the existing framing and sheathing and extra drywall patch/paint.	\$2,416.65
5.	Remove (2) fresh air intake grills at exterior walls for the HVAC system. Patch wall and plaster and repaint. New HVAC fresh air make up install by District at roof.	\$1,010.61
6.	Cost to add framing to (4) existing walls to accommodate new bottle fillers. This was not discovered until the wall was opened up for construction.	\$580.70
7.	Additional cost to abate glue following removal of acoustic tiles from soffit access doors at (2) classrooms.	\$1,031.36
8.	Cost to infill (2) in slab penetrations with concrete at new Lab. Penetrations were not discovered until existing wall was removed between classrooms.	\$216.33
	Total for Change Order #1	\$12,069.65

It is recommended that the Board ratify change order #1 in the amount of \$12,069.65 for C1-22 Lemon Grove Classroom Conversion, for a total contract of \$374,069.65. Approval of the change order is requested.

Dr. Rebecca Chandler, Assistant Superintendent, Business Services; Ms. Terri Allison, Facilities Manager

22.e [Ratification of Change Order #3, C10-21 Ventura High School Cabling Project](#)

The change order to Pacific Low Voltage consists of the following:

1.	The cable that feeds the girls' gym camera is over the maximum distance. To address this the contractor will provide and install a new inline switch, splice and reterminate the CAT 6 cable.	\$1,652.40
	The existing 50's building gutter is blocking the ability to recable camera 4 on the 50's building. The gutter was built around the camera. The contractor will relocate camera 4 and run new conduit from an interior ceiling space to new camera location. The old camera arm will be capped and left in place. The change order cost is less than the cost to remove and reinstall the main building gutter system.	
2.	The cable is over maximum allowed distance to (2) new required wireless access points (WAPs) at the auditorium. Contractor shall create a new IDF that will feed these WAPs that is within the allowed distance. Contractor shall provide and install new six-strand fiber from the original IDF location to the new IDF location. Fiber will be terminated on both ends. Contractor shall install an owner furnished rack. Cost includes a credit for some CAT 6 cable as eight (8) locations will now have a shorter run.	\$2,252.58
Total for Change Order #3		\$3,904.98

It is recommended the Board ratify change order #3 in the amount of \$3,904.98 for C10-21 Ventura High School Cabling project for a total contract of \$678,557.80. Approval of the change order is requested.

Ms. Rebecca Chandler, Assistant Superintendent, Business Services; Ms. Terri Allison, Facilities Planner

22.f [Resolution #21-17, Appropriation Transfers for Fiscal Year 2021-22](#)

Each year the District adopts a resolution to allow the staff to make appropriation transfers as permitted to meet the obligations of the District. Approval of the attached resolution is requested.

Dr. Rebecca Chandler, Assistant Superintendent, Business Services; Ms. Anna Campbell, Director, Budget and Finance

22.g [Resolution #21-18, Temporary Loans between District Funds for Fiscal Year 2021-2022](#)

Each year the District adopts a resolution to allow staff to initiate temporary transfers as allowed by Education Code Section 42603. Approval of the attached resolution requested.

Dr. Rebecca Chandler, Assistant Superintendent, Business Services; Ms. Anna Campbell, Director, Budget and Finance

22.h [Annual Request to Board for Budget and Finance Documents Destruction](#)

Budget and Finance has the following Class 3 items that have been held for the required retention periods according to the California Code of Regulations. Permission is requested to destroy the documents listed below.

Fiscal Year 16-17 and prior as needed excluding any items required for audit purposes:

Accounting	Journal Entries
Accounts Payable	Invoices
Accounts Receivable	Invoices/Receipts
Payroll	Timesheets/Timecards
Purchasing	Purchase Orders/Requisitions related to Accounts Payable

These records have been retained for the legal period per Article 2, Sections 16023-16028 of Title 5, California Code of Regulations. There is no further need to retain them for use in the District. Records will be properly destroyed through shredding and pulping to ensure complete destruction and to prevent any reconstruction of the records. Permission to destroy the documents listed is requested.

California Code of Regulations – Title 5, Sections 16020-16030:

- Class 1 - Permanent Records (as listed in Section 16023): the original, or one exact copy, unless microfilmed, shall be retained indefinitely.
- Class 2 - Optional Records: not required by law be retained permanently, but deemed worthy of further preservation as specified in Section 16024.
- Class 3 - Disposable Records: required retention periods and procedures for destruction or transfer of records as specified in Section 16025.

Dr. Rebecca Chandler, Assistant Superintendent, Business Services; Ms. Anna Campbell, Director, Budget and Finance

22.i [Disposal of Obsolete and Surplus Equipment](#)

Board Policy 3270 requires Board approval for disposal of district-owned personal property that has become obsolete or surplus. Listed below are items that became obsolete or surplus June 16, 2021. Some items listed became unserviceable and/or cost more to repair than they are worth. Electronic waste items will be disposed of using a certified electronic waste hauler and recycler. Some items have sale value and will be auctioned for sale electronically. Unless otherwise directed, any proceeds from sale of items will be deposited to the general fund.

It is recommended the Board approve the disposal of obsolete and surplus district-owned personal property, and authorize the District to advertise, sell, auction, dispose or donate the listed items as indicated and in accordance with Board Policy 3270.

<u>Quantity/Unit</u>	<u>Description</u>	<u>Dispose/Sell</u>
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16	<u>BUSES:</u> #6 - 2012 IC #8 - 1996 Diesel #12 - 1996 Diesel #46 - 1992 IC #47 - 1991 P-30 #53 - 1991 P-30 #54 - 1991 P-30 #60 - 1990 P-30 #62 - 1991 Crown #66 - 1991 Crown #79 - 2002 Thomas CNG #80 - 2006 Thomas CNG #81 - 2008 Thomas CNG #82 - 2008 Thomas CNG #83 - 2008 Thomas CNG #88 - 2011 IC Hybrid	X
5	<u>VANS:</u> #A9 - 1997 Lumina #A10 - 1997 Lumina #CD01 - 2002 Ford #CD02 - 2002 Windstar #F8 - 1997 Chevy	X
1	<u>TRUCK:</u> #F-1 - 199 IC	X

Dr. Rebecca Chandler, Assistant Superintendent, Business Services; Mr. Arie Wiberg, Director, Transportation

22.j [Gifts to School District](#)

Listed below are donations made to Ventura Unified School District.

DONOR	GIFT	LOCATION	VALUE
America's Charities	cash	Will Rogers	\$600.00
Junipero Serra PTA	cash	Junipero Serra	\$2,500.00

Dr. Rebecca Chandler, Assistant Superintendent, Business Services; Ms. Anna Campbell, Director, Budget and Finance

22.k [Checks for June 2021](#)

Board ratification of checks for the month of June 2021 is requested. The checks list is attached for review.

Dr. Rebecca Chandler, Assistant Superintendent, Business Services; Ms. Anna Campbell, Director, Budget and Finance

22.I [Ratification of Purchase Orders \(June 8, 2021 to July 6, 2021\)](#)

Approval of the following purchase orders and change orders is requested. An attached list is available for review.

357 Purchase Orders	=	\$4,005,848.18
PO Changes	=	<u>-383,696.59</u>
GRAND TOTAL	=	\$3,622,151.59

Dr. Rebecca Chandler, Assistant Superintendent, Business Services; Ms. Anna Campbell, Director, Budget and Finance

23. CONSENT - SUPERINTENDENT

23.a [Consideration of Board Meeting Minutes](#)

- Special Board of Education Minutes for May 13, 2021
- Regular Board of Education Minutes for June 8, 2021
- Special Board of Education Minutes for June 17, 2021
- Regular Board of Education Minutes for June 22, 2021
- Special Board of Education Minutes for July 13, 2021

24. BOARD REPORTS

25. COMING EVENTS

26. FUTURE BOARD ITEMS

- Study Session: District Properties - August 5
- HR Updates - August
- SRO's - August
- Chaperone Policy/Overnight Fieldtrips - TBD
- Redistricting - August

27. BOARD/SUPERINTENDENT COMMENTS - (No official action will be taken)

28. CLOSED SESSION

29. ADJOURNMENT

Moved:

Seconded:

ROLL CALL VOTE:

Dannenberg ____, Callahan ____, Rodriguez ____, Almaraz ____, Lomax ____