

Board of Education
Sabrena Rodriguez, President
Jackie Moran, Vice President
Velma Lomax, Member
Dr. Jerry Dannenberg, Member
Matt Almaraz, 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
November 10, 2020

Closed Session: 6:00 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 Orders N-29-20 in regards to the COVID-19 Virus, members of the public will continue to have the right to observe the public meeting via <http://bit.ly/TDCStudios> and submit public comment. Public comment shall be provided in writing at public.comment@venturausd.org. Public comment and Public Comment on Closed Session items will be accepted starting 24 hours prior to the Board meeting's Opening Procedure and ending a half hour before the start of the Opening Procedure. All public comment received via the designated email address, referenced above, will be provided to the Board of Education via e-mail at the time of public comment or at the time of consideration of an agenda item as requested by the speaker. A summary of written public comment will be given by the Board president during the public comment period, or just prior to discussing the item, if the comment is tied to an item that is up for action. The written public comment will be made part of the minutes of the Board meeting. No public comment will be read in its entirety during the meeting.

Public comment may also be provided in-person via live video. Members of the public wishing to address the Board via live video may visit the Ventura Adult and Continuing Education (VACE) location referenced below and utilize a workstation that has been established for this purpose. Members of the public will be screened, including a temperature reading, required to wear face coverings, and remain socially distant while waiting to provide in-person public comment. Only one person at a time will be allowed to enter the room with the workstation to provide public comment. Individual speakers shall be allowed three minutes on any agenda item with a cumulative total of five minutes for all agenda items. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. Also, speakers will not be allowed to give their time to other speakers. The Board is prohibited from taking action on any item that is not part of the published agenda.

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/2019-20AgendasInformation.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, November 10, 2020
Ventura Adult and Continuing Education Via Teleconference
5200 Valentine Road
Ventura, CA 93003

Public Access

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

1. OPENING PROCEDURE - Ron Halt Classroom - 6:00 p.m.

2. Call to Order

3. Adoption of Agenda

Moved:

Seconded:

ROLL CALL VOTE:

Dannenberg ____, Almaraz ____, Lomax ____, Moran ____, Rodriguez ____

4. Public Comment on Closed Session Items

5. Motion to go to Closed Session

Moved:

Seconded:

ROLL CALL VOTE:

Dannenberg ____, Almaraz ____, Lomax ____, Moran ____, Rodriguez ____

6. CLOSED SESSION - Ron Halt Classroom

6.a Conference with Labor Negotiators, Pursuant to Government Code Section 54957.6

a. District Negotiators:

Dr. Jeff Davis

Employee Organizations:

Ventura Unified Education Association (VUEA)

Ventura Education Support Professionals
Association (VESPA)

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

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

8. Pledge of Allegiance

- Moment of Silence

9. **Roll Call:**

Sabrina Rodriguez, President ____, **Jackie Moran, Vice-President** ____,
Velma Lomax ____, **Matt Almaraz** ____, **Dr. Jerry Dannenberg** ____, **Dr. Roger Rice** ____,
Elizabeth Ferris (FTHS) ____, **Emanuelle De Jesus (PHS)** ____, **Danielle Shew (ECHS)** ____

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

11. **Superintendent's Report**

11.a **Good News**

- VUSD
 1. Introduction of the new Chief Innovation Officer, Dr. Rene Rickard
 2. Rich Kirby, Outgoing Personnel Commissioner
 3. Ms. Anne Campbell, Appointee to the Personnel Commission
- Student Board Members
 1. Elizabeth Ferris - Foothill Technology High School
 2. Emanuelle De Jesus - Pacific High School
 3. Danielle Shew - El Camino High School

12. **Correspondence**

13. **Public Comments**

14. **CONFERENCE - EDUCATIONAL SERVICES**

14.a [Reopening of Schools Update](#)

Staff will present an update on Elementary Hybrid in person learning plans, Small Group Initiative, and cleaning procedures being implemented for reopening of primary schools on November 30, 2020.

Ms. Gina Wolowicz, Director, Curriculum and Instruction TK-5; Dr. Greg Bayless, Director, Curriculum and Instruction 6-12; Ms. Rebecca Chandler, Assistant Superintendent, Business Services; Mr. Eric Reynolds, Director, Risk Management

15. **CONFERENCE - BUSINESS SERVICES**

15.a [7-11 Advisory Committee Report on Surplus Space and Real Property](#)

The 7-11 Advisory Committee was formed on November 12, 2019 in order to advise the District and Board of Education on the reuse, repurposing, and disposition of District buildings and vacant sites not currently being used for school purposes. The 7-11 Advisory Committee met between December 17, 2019 and October 21, 2020 to review district-related school enrollments and other data provided to determine the amount of surplus space and real property. The committee's final responsibility is to provide a report to the Board of Education recommending uses of potential surplus space and real property. The 7-11 Advisory Committee has completed their task and will be presenting their final report to the Board this evening.

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

15.b [Preliminary 2020-21 First Interim Budget Presentation](#)

Administration will provide preliminary information on the 2020-21 First Interim Budget before the First Interim Report submittal to the Board for review and certification during the next regularly scheduled Board meeting. Subsequently, the District will forward the report certification recommendation to the Ventura County Superintendent of Schools.

Ms. Anna Campbell, Director, Budget and Finance

- 15.c [Consideration of Blanche Reynolds Elementary School Name Change \(Action Requested\)](#)
 District staff will give a presentation explaining the rationale behind the request to change the Blanche Reynolds Elementary School name.

Moved:
 Seconded:

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

Ms. Rebecca Chandler, Assistant Superintendent, Business Services; Ms. Gina Wolwicz, Director, Curriculum and Instruction TK-5; Ms. Susan Martinez, Principal, Blanche Reynolds

CONSENT CALENDAR

It is recommended that the department item numbers **16 to 20** 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 ____, Almaraz ____, Lomax ____, Moran ____, Rodriguez ____

16. CONSENT- EDUCATIONAL SERVICES

- 16.a [2020-2021 Designation of CIF Representatives to their Respective Leagues for Buena, Ventura and Foothill Technology High Schools](#)

In accordance with CIF regulations, individuals representing our high schools as voting members of the California Interscholastic Federation (CIF) must be appointed by Board action. Education Code 33353 (a) (1) gives the governing boards of school districts specific authority to select their athletic league representatives. We recommend that the Board approve the following people to represent Ventura Unified School District.

<u>Ventura High School</u> Carlos Cohen, Principal David Hess, Athletic Director	<u>Buena High School</u> Bobbi Powers, Principal Shaun Strople, Athletic Director	<u>Foothill Technology High School</u> Russell Gibbs, Principal Jamaal Brown, Athletic Director
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Dr. Greg Bayless, Director, Curriculum and Instruction 6-12

17. CONSENT - HUMAN RESOURCES - Certificated

- 17.a [Ratification of Administration's Approval of Miscellaneous & Part-Time Certificated Assignments for the 2020-21 School Year](#)

Ratification of administration's approval of miscellaneous and part-time certificated assignments on the attached list.

Dr. Jeff Davis, Assistant Superintendent, Human Resources

17.b [Ratification of Administration's Approval of Employment and Reemployment of Substitute Teachers for the 2020-21 School Year](#)

It is recommended that the Board of Education ratify the administration's approval of employment of substitute teachers on the attached list.

Dr. Jeff Davis, Assistant Superintendent, Human Resources

17.c [Ratification of Administration's Approval of Resignations for Certificated Personnel for the 2020-21 School Year](#)

Ratification of administration's approval of resignations for certificated personnel on the attached list.

Dr. Jeff Davis, Assistant Superintendent, Human Resources

17.d [Ratification of Administration's Approval for Leave of Absence for Certificated Personnel for the 2020-21 School Year](#)

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

Last Name	First Name	Position	Site	Lv FTE	Lv Begin	Lv End	Reason
Moore	Shannon	Teacher	J Serra	1.00	12/14/2020	3/19/2021	Parental Leave
Higgins	Jennifer	Teacher	Poinsettia	1.00	11/2/2020	12/18/2020	Child Rearing

Dr. Jeff Davis, Assistant Superintendent, Human Resources

17.e [Ratification of Administration's Approval of Employment and Reemployment of Certificated Personnel for the 2020-21 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.

Dr. Jeff Davis, Assistant Superintendent, Human Resources

18. CONSENT - HUMAN RESOURCES - Classified

18.a [Classified Position Changes](#)

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

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 this change.

It is requested that the Board of Education approve the attached list of Classified position changes for the 2020-2021 fiscal year.

Ms. Andrea Crouch, Director, Classified Human Resources

18.b [Classified Personnel Changes](#)

The Personnel Commission approved the attached list of Classified Personnel Changes at its October 21, 2020 meeting. It is recommended that the Board of Education approve the changes at this time.

Ms. Andrea Crouch, Director, Classified Human Resources

18.c [Winter Recess Leave for Classified Employees](#)

There are some District Classified employees who are scheduled to work through the Winter Recess. Some of these employees do not have vacation or other discretionary leave time available to them.

It has been the District's practice to have the Board of Education provide for these few individuals to take leave without pay during the Winter Recess, but not lose pay for the holidays (December 23, 24, 25 and 31 and January 1) due to the fact they are not in paid status the day before or the day after a holiday. This has the potential of cost savings to the District (through unpaid leave time, possible closing of offices and/or sites, etc.) but does not deprive the employee of credit for the holidays.

It is recommended that the Board of Education provide this opportunity to Classified employees again for the 2020-2021 Winter Recess with the understanding that any leave time must be approved in advance by the employee's supervisor.

Mrs. Andrea Crouch, Director of Classified Human Resources

19. CONSENT - BUSINESS SERVICES

19.a [Student Teaching and Practicum Agreements](#)

The District enters into agreements with universities and/or agencies for student teaching experience, and, internships for teachers, counselors, nurses, psychologists, occupational therapists, physical therapists and speech therapists. The District credentials analyst assigns student teachers to District schools, with the approval of the Assistant Superintendent of Human Resources. Board ratification of the agreements listed below is requested. Copies of these agreements are available for review as attachments.

University/Agency	Experience	Term
Baylor University	Student Teacher	October 20, 2020 - June 30, 2025
TEACH NOW Graduate School	Student Teaching	September 10, 2020 - June 30, 2025
University of Southern CA	Student Teaching/Counseling	September 1, 2020 - June 30, 2025

Dr. Jeff Davis, Assistant Superintendent, Certificated Human Resources

19.b [Ventura County Office of Education \(VCOE\) Various Agreements 2020-21](#)

The District annually enters into agreements with VCOE for various services. Board ratification is requested of the agreements listed below. Copies of these agreements are available for review as attachments.

Agreement Services	VCOE Department	Term
COVID-19 Stipend #C21-00065	Early Childhood Programs	August 1 - September 2020
CTE Incentive Grant (CTEIG) Addendum	Internal Business Services	through December 31, 2020
Fingerprint Clearinghouse	Human Resources	July 1, 2020 - open ended
Q (SIS) Hosting	Technology Services	July 1, 2020 - June 30, 2021
Quality Rating & Improvement System (QRIS) Block Grant Addendum #1 #C20-00189	Early Childhood Programs	October 2019 - September 2020
Quality Rating & Improvement System (QRIS) Block Grant #C21-00178	Early Childhood Programs	October 1, 2020 - June 30, 2021
Tobacco-Use Prevention Education (TUPE) Tier 2 #C21-00081	Comprehensive Health & Prevention Programs	July 1, 2020 - June 30, 2021

Ms. Rebecca Chandler, Assistant Superintendent, Business Services

19.c [Additional Destruction of Budget and Finance Documents](#)

During the Board meeting of July 21, 2020, the Budget and Finance Department requested approval to destroy Class 3 documents held for the required retention periods according to the California Code of Regulations. The following 2015-16 and prior Class 3 items are additional documents ready for destruction, excluding any items required for audit purposes:

Accounting	Class 3 – Journal Entries
Accounts Payable	Class 3 – Invoices
Accounts Receivable	Class 3 – Invoices/Receipts
Payroll	Class 3 - Timesheets/Timecards
Purchasing	Class 3 – Purchasing Orders/Requisitions related to Accounts Payable

In addition, Education Code, Section 35254 states that "the governing board of any school district may make photographic, microfilm, or electronic copies of any records of the district. The original of any records of which a photographic, microfilm, or electronic copy has been made may be destroyed when provision is made for permanently maintaining the photographic, microfilm or electronic copies in the files of the district, except that no original record that is basic to any required audit shall be destroyed prior to the second July 1st succeeding the completion of the audit."

Documents that have been converted to electronic copies per Ed Code Section 35254 including Fiscal Year 2015-16 and prior, as needed, excluding any items required for audit purposes:

Accounting	Class 1 - Annual District Audit Reports
Accounting	Class 1 - Annual Financial and Budget Reports
Accounting	Class 1 - Actuarial Reports
Payroll	Class 1 - W-2 Wage and Tax Statements
Payroll	Class 1 - Employer Quarterly State/Federal Returns

Staff hereby requests permission to reclassify Class 1 records that have been converted to electronic copies to Class 3 subsequent to submitting them for destruction.

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 these records for use in district. Permission to destroy the documents listed is requested. Records will be properly destroyed through shredding and pulping to ensure complete destruction and to prevent any reconstruction of the records to any degree.

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.

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

19.d [Ratification of Change Order #1 for Ventura High School 60's Wing Remediation and Reconstruction](#)

The change order to Interstate Restoration LLC consists of the following:

1.	Additional electrical and painting costs	\$9,930.08
2.	Additional painting, power washing and finishing costs to eliminate remaining odor in room 69	\$11,000.00
3.	Back pack after repairs for rooms 60 & 69; PPE supplies to complete work	\$13,930.51
	Total for Change Order #1	\$34,860.59

It is recommended the Board ratify change order #1 in the amount of \$34,860.59 for Ventura High School 60's wing remediation and reconstruction, for a total contract of \$126,545.54. All amounts have been approved by District insurance.

Mr. Eric Reynolds, Director, Risk Management; Ms. Rebecca Chandler, Assistant Superintendent, Business Services

19.e [Checks for October 2020](#)

Board ratification of checks for the month of October 2020 is requested. The checks list is available for review as an attachment.

Ms. Anna Campbell, Director, Budget and Finance

19.f [Ratification of Purchase Orders \(September 30, 2020 to October 27, 2020\)](#)

Approval of the following purchase orders and change orders is requested. A list is available for review, as an attachment

351 Purchase Orders	=	\$4,018,205.86
PO Changes	=	27,616.06
GRAND TOTAL	=	\$4,045,821.92

Ms. Genevieve Gilmore, Director, Purchasing; Ms. Rebecca Chandler, Assistant Superintendent, Business Services

20. CONSENT - SUPERINTENDENT

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

- Regular Board of Education Meeting Minutes for October 13, 2020
- Special Board of Education Minutes from November 4, 2020

21. BOARD REPORTS

22. COMING EVENTS

23. FUTURE BOARD ITEMS

- Board Policies Update in January 2021

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

25. CLOSED SESSION

26. ADJOURNMENT

Moved:

Seconded:

ROLL CALL VOTE:

Dannenberg ____, Almaraz ____, Lomax ____, Moran ____, Rodriguez ____