

**VENTURA UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR MEETING  
Tuesday, June 5, 2018  
MINUTES**

**Call to Order**

The Board of Education of the Ventura Unified School District met on Tuesday, June 5, 2018 in the City of Ventura, Council Chamber, 501 Poli Street, Ventura, California. President Walker called the meeting to order at 7:30 p.m. and led the pledge of allegiance.

President:	John Walker
Vice President:	Mary Haffner - Absent
Board Member:	Sabrena Rodriguez
Board Member:	Jackie Moran
Board Member:	Velma Lomax
Superintendent:	David Creswell
Deputy Superintendent:	Joseph Richards
Asst. Supt./Certificated HR:	Jeff Davis
Asst. Supt./Ed. Services:	Matty Zamora - Absent
General Counsel:	Anthony Ramos

**Adoption of Agenda**

It was moved by Mrs. Rodrigues, seconded by Mrs. Moran and carried on a roll call vote 4 – 0 to approve the agenda as presented. It was noted that Mrs. Haffner is absent.

Ayes: Moran, Rodriguez, Lomax, Mr. Walker

Noes: None Absent: Haffner Abstain: None

**Moment of Silence**

Superintendent Creswell asked for a moment of silence for the unexpected loss of a Ventura High School 10<sup>th</sup> grade student.

**Good News**

Superintendent Creswell noted that at the May 23, 2018 Board of Education meeting the Board took action to appoint new hires. He was pleased to have the opportunity tonight to introduce in person; Kerry Newlee as the new Assistant Director of Special Education. Mayra Vega Manriquez as the new Principal for Anacapa middle School and Betsy George as the new Assistant Superintendent of Business Services.

Superintendent Creswell expressed congratulatory words regarding ATLAS Elementary school for recent Digital Citizenship Certificate. He also highlighted other schools who have also received the Digital Citizenship Certificate, they are Buena, Ventura, Cabrillo and Sunset.

Ms. Moran attended many senior award night ceremonies and very pleased to see the positive impact of the educational learning made by students.

Mr. Walker noted that the Board of Education participated in a Board self-evaluation workshop led by a consultant from the California School Board Association. The subject matter included; role and responsibilities, norms and protocols of the Board in leadership.

Mrs. Rodriguez acknowledged Mr. Creswell, his executive assistant Ms. Macias and the volunteer staff for organization/participation of the “Appreciate You Picnic.” It was well attended, great event and suggested seeking parent volunteers to help serve food and assist with games. This will give all employee volunteers the ability to be included in the appreciation and enjoy the picnic.

**Public Comments**

Ms. Itzel Rodriguez spoke before the Board regarding negative concerns with transportation and incident that occurred with her child.

**Correspondence** - None

**Report on Board Appointed Committees**

Mrs. Lomax noted that she and Mr. Creswell attended the VC Innovates award luncheon and proud of the two VUSD staff members that were honored for their accomplishments in the area of STEM.

Mr. Walker and Mrs. Rodriguez attended the City/College/VUSD Liaison meeting. Topics discussed included; traffic mitigation around schools, Harry Lyons Park Baseball fields and Foothill High use, school safety, and impact of the Thomas fire to the district. Mrs. Rodriguez added that conversation was had regarding opportunity to expand public transit use to schools via bus passes.

**CONFERENCE AGENDA**

**PUBLIC HEARING –Public Hearing Regarding Local Control Accountability Plan (LCAP)**

Mr. Walker opened the public hearing regarding the LCAP. He noted that school districts and County Offices of Education are required to develop, adopt, and annually update a three-year Local Control and Accountability Plan (LCAP), beginning on July 1, 2017. The LCAP requirement must identify goals and measure progress for student subgroups across multiple performance indicators. Adoption of the Ventura Unified School District LCAP is scheduled for June 26, 2018. Hearing no request to speak, the public hearing was closed.

**PUBLIC HEARING – Regarding Proposed 2018-19 Budget**

Mr. Walker opened the public hearing regarding the proposed 2018-19 budget. Hearing no request to speak, the public hearing was closed.

**Administrative Recommendation to Waive Board Policy 6146.1 (ACTION REQUESTED)**

It was moved by Mrs. Rodriguez, seconded by Mrs. Moran and carried on a roll call vote 4 – 0 to approve the the issuance of a High School Diploma for Student #501805972.

Ayes: Moran, Rodriguez, Lomax, Mr. Walker

Noes: None Absent: Haffner Abstain: None

**Administrative Recommendation to Waive Education Code §51241(c) (ACTION REQUESTED)**

It was moved by Mrs. Moran, seconded by Mrs. Lomax and carried on a roll call vote of 4 – 0 to waive the physical education requirement for Student # 501805972 (12<sup>th</sup> grader) who has not passed the Fitness Test (FITNESSGRAM®) in grade ten or subsequent grades. Education Code §51241(c) allows the governing board of a school district to grant a permanent exemption from courses in physical education if the student (1) is 16 years of age or older and has been enrolled in the tenth grade for one academic year or longer and (2) is not attending fewer total hours of courses and classes if he or she elects not to enroll in a physical education course.

Ayes: Moran, Rodriguez, Lomax, Mr. Walker

Noes: None Absent: Haffner Abstain: None

**Presentation of Ventura Unified School District (VUSD) Initial Contract Proposal to Ventura Education Support Professionals Association (VESPA)**

The VESPA/VUSD agreement expires June 30, 2018, therefore, the entire Agreement is up for renewal. Pursuant to Government Code 3547-3547.5, all initial proposals of exclusive representatives and of public school employers, which relate to matters within the scope of representation, shall be presented at a public meeting of the public school employer and thereafter shall be public record. Ventura Unified presented the following initial contract proposals:

Article 4	Association Rights
Article 12	Overtime/Compensatory Time off
Article 13	Transportation
Article 18	Working out of Classification
Article 20	Total Compensation
Article 27	Sick Leave
Article 32	Maternity Leave
Article 43	Professional Courtesy
Article 44	Charter Schools
Article 47	Term

Appendix C  
Appendix E  
Appendix G

This item will be brought back for approval at the next regularly scheduled meeting of the Board of Education.

**Presentation of the Proposed 2018-19 Budget**

Ms. Betsy George presented the 2018-19 budget assumptions. Areas reviewed were the 2018-19 multi-year projections, assumptions, general fund revenue and expenditures. She also noted that proposed District initiatives include campus safety, social emotional learning, bullying prevention, digital citizenship, ethnic studies, comprehensive counseling, assessment software implementation and school bus replacement. Ms. George noted that plans for implementation of a Budget Advisory Committee is scheduled for September.

**Presentation of 2018 Summer Nutrition Program**

Ms. Katherine Martin noted that the Food and Nutrition Services will be sponsoring the federally funded Summer Nutrition Program beginning June 19 through August 3. Lunch will be provided at no charge for all community children ages 1 – 18. Site locations will vary and will be posted on the District Website.

**Proposed Changes to Administrative Regulation 3513.1 and Exhibit E3513.1, Cellular Phone Reimbursement**

<u>Policy</u>	<u>Action</u>	<u>Comments</u>
AR 3513.1 & E 3513.1 Cellular Phone Reimbursement	Revise	The administrative regulation and exhibit have been revised to reflect changes in public records requests related to cell phones.

This item will be brought back for approval at the next regularly scheduled Board of Education meeting.

**Appointment of the Ventura Unified School District Representative on the Ventura County Schools Self-Funding Authority (VCSSFA) Board of Directors (Action Requested)**

The Ventura Unified School District is a member agency of the VCSSFA. VCSSFA was established for the sole purpose of providing to its member school districts services and other programs necessary and appropriate for the establishment, operation, and maintenance of self-funded insurance programs to include, but not limited to: Workers' Compensation, General Liability, Auto Liability, Public Officials' Errors and Omissions, Property, Broiler & Machinery, Fiduciary Liability, and Risk Management and Safety Services relating to the aforementioned areas.

The Board consists of one representative and one alternate for each member school district. Due to the retirement of Mr. Richards, it is requested that the Board to appoint Elizabeth (Betsy) George as the district representative to the VCSSFA governing board as of July 1, 2018, and Eric Reynolds to continue as the alternate.

It was moved by Mrs. Lomax, seconded by Mrs. Rodriguez and carried on a roll call vote 4 – 0 to appoint Elizabeth (Betsy) George as the district representative to the VCSSFA governing board as of July 1, 2018, and for Eric Reynolds to continue as the alternate.

Ayes: Moran, Rodriguez, Lomax, Mr. Walker  
Noes: None Absent: Haffner Abstain: None

**Ventura Unified School District School Climate**

Mr. Creswell shared that the District-wide school climate is very positive. Schools are gearing up for promotion and graduation ceremonies. In response to question related to school climate, Mr. Richards confirmed that funding grant reduction from the County will reduce the time allotted to psychologist. Dr. Davies noted that due to the reduction of psychologist time, principals will review their area of task assignments to lessen the work.

Also, Mrs. Lomax noted her experience during a lockdown at one of the neighborhood school districts and use of the alarm system as a communication alert to parents. The alarm bell alert was a means of informing parents that their access on campus was not allowed due to the lockdown. She noted how important it is to not only educate the students and staff in the process, but parents too.

**Call for Nominations for the California School Board Association Officers (Action Requested)**

It was moved by Mrs. Moran, seconded by Mrs. Lomax and carried on a roll call vote 4 – 0 to nominate Suzanne Kitchens for the position of CSBA Vice President of subregion 11-B.

Ayes: Moran, Rodriguez, Lomax, Mr. Walker  
Noes: None Absent: Haffner Abstain: None

**Assistant Superintendent, Business Services' Contract (Action Requested)**

Board President announced that pursuant to Government Code section 54953, subdivision (c)(3), the Board provided oral summary of the salary and/or fringe benefit increase recommendation for the following local agency for the position of Assistant Superintendent, Business Services. The term of the employment contract between the District and the Assistant Superintendent, Business Services is from July 1, 2018 – June 30, 2020. The salary to be paid to the Assistant Superintendent Business Services is \$173,650.00 and additional elements of compensation include paid benefits in line with all other full-time employees.

It was moved by Mrs. Moran, seconded by Mrs. Rodriguez and carried on a roll call vote 4 – 0 to approve the contract for Ms. Betsy George, Assistant Superintendent of Business.

Ayes: Moran, Rodriguez, Lomax, Mr. Walker  
Noes: None Absent: Haffner Abstain: None

**ACTION AGENDA**

**Approval of Ventura High School Alumni Plaza Larry Emrich Plaque**

It was moved by Mrs. Rodriguez, seconded by Mrs. Lomax and carried on a roll call vote 4 – 0 to approve Ventura High School's request to place a 16" x 28" bronze plaque dedicating the VHS courtyard the "Larry Emrich Alumni Plaza."

Ayes: Moran, Rodriguez, Lomax, Mr. Walker  
Noes: None Absent: Haffner Abstain: None

**Approval of a New Course – Object-Oriented Programming and Applied Design**

It was moved by Mrs. Rodriguez, seconded by Mrs. Moran and carried on a roll call vote 4 – 0 to approve the new course Object-Oriented Programming and Applied Design.

Ayes: Moran, Rodriguez, Lomax, Mr. Walker  
Noes: None Absent: Haffner Abstain: None

**Award of Bid C2-19 Kitchen Hood Fire Suppression System at Junipero Serra**

It was moved by Mrs. Moran, seconded by Mrs. Lomax and carried on a roll call vote 4 – 0 to approve the bid for C2-19 Kitchen Hood Fire Suppression System at Junipero Serra, to the lowest responsive, responsible bidders, A. Bates GC, Inc., in the total amount of \$198,000.00.

**CONSENT CALENDAR**

Prior to approval of consent items, Mrs. Rodriguez requested to pull for discussion, consent item number 18: Resolution #18-21 Authority to adjust compensation for certain categories of employees. In response to Mrs. Rodriguez question regarding reason for request to adjust a specific employee category for salary adjust when contract agreement has not been reached; Mr. Richards noted that this simply gives the District the ability to go back and ensure that this group is included in the contract agreement once it has been reached.

It was moved by Mrs. Lomax, seconded by Mrs. Rodriguez and carried on a roll call vote 4 – 0 to approve consent items 1 – 20 as presented.

Ayes: Moran, Rodriguez, Lomax, Mr. Walker  
Noes: None Absent: Haffner Abstain: None

**1. Request for Disposal of Obsolete, Surplus, or Unusable Books – High School Math**

The Educational Services Division requested that the following Math curriculum be declared obsolete effective June 5, 2018 and be disposed of in accordance with Education Code Section 60510.

	Obsolete Curriculum	New Curriculum
Book Title: Publisher:	Book Title: AGS (American Guidance Service) Algebra 1 American Guidance Service Inc.	Integrated Math 1 McGraw Hill Education 2012

Copyright:	2004	
Book Title:	AGS Geometry (American Guidance Service)	Integrated Math 1 McGraw Hill Education 2012
Publisher:	American Guidance Service Inc.	
Copyright:	2005	
Book Title:	AGS Consumer Math (American Guidance Service)	Integrated Math 1 McGraw Hill Education 2012
Publisher:	American Guidance Service Inc.	
Copyright:	2003	

**2. Request for Disposal of Obsolete, Surplus, or Unusable Books – Citrus Glen**

Citrus Glen Elementary School has a variety of books that have become unusable/damaged and will be disposed of in accordance with Education Code Section 60510. A list of titles was made available in the Educational Services Department.

**3. Overnight, Out of the Tri-County and Ratification Fieldtrips**

The Board approved the ratification of the superintendent's approval for students from Ventura High Schools Boys Tennis Team to travel overnight to the CIF finals on May 17-18, 2018. This event was held at the Claremont Club in Claremont, CA, Los Angeles County. Ten students and four chaperones attended.

The Board approved the ratification of the superintendent's approval for students from Buena High Schools Boys Golf Team to travel overnight to the 2018 CIF Southern California Regional Boy's Golf Championship on May 23-24, 2018. This event was held at Brookside Golf Course in Pasadena, CA, Los Angeles County. One student and one chaperone attended.

The Board approved the ratification of the superintendent's approval for students from Ventura High Schools Track and Field Team to travel overnight and out of the tri-county to the state championships on May 31-June 2, 2018. This event was held at Buchanan High School in Clovis, CA, Fresno County. Five students and two chaperones attended.

Ventura High School requested permission to send students from their Boys Cross Country Team to travel overnight and out of the tri-county to a Mammoth Cross Country Camp to be held at Mammoth Lakes, CA, Mono County. The trip will take place on August 5-10, 2018. The Board approved the request to send 16 students and five chaperones to this fieldtrip.

**4. Ratification of District's Approval of Miscellaneous and Part-Time Certificated Assignments for the 2017-18 School Year**

Ratification of District's Approval of Miscellaneous and Part-Time Certificated Assignments list attached to official minutes.

**5. Ratification of District's Approval of Resignations & Retirements for Certificated Personnel**

Last Name	First	School	Position	Effective	Reason
Eberhart	Susan	Ventura High	Asst. Principal	8/20/18	Retirement
Rushing	Paula	ATLAS	Teacher	5/30/18	Retirement
Olson	Karen	Citrus Glen	Teacher	6/14/18	Retirement
Scoggin	Julia	Ventura High	Teacher	6/15/18	Retirement
Concepcion	Lacey	Foothill High	Teacher	6/17/18	Resignation
Buli	Penny	Montalvo Elem	Teacher	6/14/18	Retirement
Maxey	Daniel	Ventura High	Teacher	7/31/18	Retirement

**6. Ratification of District's Approval for Leave of Absence for Certificated Personnel**

Last	First	Position	Site	Lv FTE	Lv Begin	Lv End	Reason
Rocklin	Marie	Teacher	DATA	1.00	5/5/18	6/14/18	FMLA

**7. Ratification of District's Approval of Employment and Reemployment of Substitute Teachers for the 2017-18 School Year**

Name	Credential Or Program	Ref /Date
Cheney, Jenna	Emergency 30-Day Substitute Permit	6/5/2018

**8. Ratification of District's Approval of Assignments for 2018 Extended Year/ Summer School Programs**

Name	Program	SS Site	Assignment	Assignment Dates	Pay Rate
Cheung, Halina	SPED	Cabrillo	ED SDC	6/19-7/17, 2018	72% Daily Rate
Cooke, Jennifer	All	All	Nurse	6/18-22, 2018	72% Daily Rate
Duval, Ashley	SPED	Montalvo	Psychologist	6/19-7/17, 2018	75% Daily Rate
Groenveld, Scott	SPED	Montalvo	DHH Pre K-1	7/5-7/17, 2018	72% Daily Rate
Hobbie, Shannen	High School	BHS	Math 1 Readiness	6/18-7/27, 2018	72% Daily Rate
Kelley, Kim	All	All	Nurse	7/13-27, 2018	72% Daily Rate
Lozon, Stephanie	SPED	BHS	SH SDC	6/19-7/17, 2018	72% Daily Rate
Manley, Adriana	High School	VHS	English	7/9-27, 2018	72% Daily Rate
Raives, Sheila	All	All	Nurse	6/15-28, 2018	72% Daily Rate
Reynolds, Nancy	SPED	Montalvo	MM SDC	6/19-7/17, 2018	72% Daily Rate
Rowley, Claire	High School	BHS	Health	7/9-27, 2018	72% Daily Rate
Thomas, Kelly	SPED	Montalvo	Speech Therapist	7/2-17, 2018	72% Daily Rate
Wilson, Kate	All	All	Nurse	6/29-7/13, 2018	72% Daily Rate
Roth, Steve	High School	BHS	Health	7/9-27, 2018	72% Daily Rate
Lennox, Martha	High School	VHS	Health	7/9-27, 2018	72% Daily Rate
Cherrie, Matt	High School	PHS	Math	7/9-27, 2018	72% Daily Rate

**9. Establishment of Classified Positions**

The Board of Education approved the establishment of the following Classified positions:

Classification	Location	Time Base	Funding
Paraeducator - Special Ed (3565)	Lincoln	28.75 Hrs per Week/ 181 Calendar	Federal Spec Ed
Paraeducator – Special Ed (3564)	Pierpont	19.50 Hrs per Week/ 181 Calendar	Federal Spec Ed

**10. Reduction in Classified Position**

Based on staffing needed to best meet the needs of our students and the services provided by the District, the following position is no longer needed for the 2018-2019 fiscal year. This position is currently vacant, therefore no action is required to issue a layoff notice.

Classification	Location	Time Base
Paraeducator Special Ed (1477)	Ventura High School	28.75 Hrs per Week / 181 Calendar

**11. 2017-18 School Services of California, Inc. Agreement**

The District renewed the agreement with School Services of California, Inc. for services related to school finance, legislation, school budgeting and general fiscal issues. The term of the agreement is effective September 1, 2017 through August 31, 2018.

**12. 2018-21 enVision Consulting Group, Inc. Agreement**

The District renewed the agreement with envision Consulting Group, Inc. for services in relation to the preparation of the Annual Parent's Rights Notification, the School Accountability Report Card, the School Site Safety Plan, and the Single Plan for Student Achievement. The three-year agreement is effective July 1, 2018 through June 30, 2021.

**13. Permission to Utilize Piggyback and California Department of General Services (DGS) Contracts for Fiscal Year 2018-19**

A school district may purchase from another government agency without soliciting bids when it is in the District's best interest to do so, per Government Code Section 6500 et. seq. and Public Contract Code Section 20118. Districts throughout California and other states may include a piggyback clause in their bid documents and contracts with vendors. This allows other Districts to bypass their own bid process and purchase goods or services that have already been bid by another agency.

Public school districts are also allowed to participate in various leveraged procurement contracts through the California Department of DGS, including the California Multiple Award Schedule Program (CMAS), the NASPO (National Association of State Procurement Officials) ValuePoint Cooperative Purchasing Organization, and other statewide commodity contracts.

The Board of Education approved permission to participate in these programs and enter into these contacts throughout the 2018-19 fiscal year when they become available and are determined to be in the District's best interest.

**14. Renewal of Contract/Bid FNS3-17, Produce Products, to The Berry Man for 2018-19**

On May 24, 2016, award of bid FNS3-17, Produce Products, was approved to The Berry Man. The contract allows for the renewal of the award for two additional one-year periods. The terms and conditions for the fiscal year 2018-19 of the contract will remain the same. The Board approved the renewal of Contract/Bid FNS3-17, Produce Products, to The Berry Man for fiscal year 2018-19.

**15. Ratification of Final Settlement Agreement and Release of all Claims Case No. JWDC2018030045**

The Board of Education approved the agreement regarding Case No. JWDC2018030045.

**16. Resolution #18-19 for Approval of Temporary Loans Between District Funds**

Revenues from Federal, State and local sources are not always timely, which may cause cash flow deficiencies in District funds. The Board of Education authorized the temporary transfer of cash between District funds for the 2018-19 school year per resolution #18-19.

**17. Resolution #18-20 for Approval for Appropriation Transfers**

The Ventura Unified School District may have a need during the fiscal year to make appropriation transfers to permit the payment of obligations of the District incurred during the 2018-19 school year. The Board approved the transfers per resolution #18-20.

**18. Resolution #18-21 for Authority for the Board of Education to Adjust Compensation for Certain Categories of Employees After July 1, 2018**

Compensation for next year (2018-19) will not be set by June 30, 2018; therefore, the Board of Education approved the adoption of a resolution that declares the 2017-18 salaries indefinite and allows them to provide confidential, supervisory, or management positions salary adjustments on or after July 1, 2018, and to set the amounts and effective date of any such adjustments. This action is not necessary for represented employees because salary provisions are covered within the collective bargaining agreement.

**19. Checks for May 2018**

The Board of Education approved the ratification of checks for the month of May 2018. A list was made available for review.

**20. Ratification of Purchase Orders (May 9, 2018 – May 22, 2018)**

The Board of Education approved the following purchase orders and change orders. A list is was made available for review.

183 Purchase Orders	=	\$ 1,201,640.87
PO Changes	=	646,655.03
GRAND TOTAL	=	<u>\$ 1,848,295.90</u>

**COMING EVENTS**

Mr. Creswell noted many promotional and graduation events through-out the district and best to contact your school site or website for more information. Also, he invited the community to a great combination middle school concert at Ventura High School.

**FUTURE BOARD ITEMS**

Mrs. Rodrigues requested conversation regarding Psychologist and changing expectations for Counselors.

Mrs. Moran request conversation regarding development of a grant writer.

**BOARD/SUPERINTENDENT COMMENTS**

Mrs. Lomax noted appreciation for rebranding presentation made at the last board meeting by Zeste.

**PUBLIC COMMENT ON CLOSED SESSION ITEMS**

**CLOSED SESSION**

It was moved by Mrs. Rodrigues, seconded by Mrs. Moran and carried on a roll call vote 4 – 0 to adjourn to closed session to discuss conference with legal counsel anticipated litigation, significant exposure to litigation, public employee discipline, dismissal, release and conference with labor negotiators.

**Ayes:** Moran, Rodriguez, Lomax, Mr. Walker

**Noes:** None **Absent:** Haffner **Abstain:** None

**REPORT OF ACTIONS TAKEN IN CLOSED SESSION - None**

**ADJOURNMENT**

At 9:55 p.m. it was moved by Mrs. Lomax, seconded by Mrs. Moran and carried on a roll call vote of 4-0, 1/Absent Mrs. Haffner; the Board adjourn the meeting to the next regular meeting to be held at 7:00 p.m. on Tuesday, June 26, 2018.

APPROVED

\_\_\_\_\_ President

\_\_\_\_\_ Secretary