

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
December 15, 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

PLEASE BE ADVISED: As a result of the recent Regional Stay at Home Order issued December 5, 2020, in-person public comment will not be available until further notice. Public comment is available as indicated below.

In accordance with Governor Newsom's Executive Orders 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. Public comment and Public Comment on Closed Session items will be accepted starting 24 hours prior to the Board meetings 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 public comment received will be given by the Board president either 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 public comment will also be made part of the minutes of the Board meeting. No public comment will be read in its entirety during the meeting.

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, December 15, 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 ____

10. Report of Actions Taken in Closed Session

11. Public Comments

12. BOARD OF EDUCATION

12.a [Presentation to the Outgoing Board Member, Ms. Jackie Moran](#)

Dr. Rice will present a gift of thanks in recognition for the years of service given to the students, families and staff in the Ventura Unified School District.

Dr. Roger Rice, Superintendent

12.b [Oath of Office](#)

Superintendent, Dr. Roger Rice, will administer the oath of office to:

- Reelected Board Member Sabrina Rodriguez who has been elected to a four-year term
- New Board Member Amy Callahan who has been elected to a four-year term

Dr. Roger Rice, Superintendent

12.c [Annual Organizational Meeting of the Governing Board - Election of Officers \(Action Requested\)](#)

At this time, the Board will select a President and a Vice-President for 2021.

- **President**

Moved:

Seconded:

ROLL CALL VOTE:

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

- **Vice President**

Moved:

Seconded:

ROLL CALL VOTE:

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

Dr. Roger Rice, Superintendent

12.d [Presentation to outgoing Board President, Ms. Sabrina Rodriguez](#)

Dr. Rice will present a gift of thanks in recognition for the years of service given to the students, families and staff in the Ventura Unified School District.

Dr. Roger Rice, Superintendent

12.e [Selection of Dates and Times of Regular Scheduled 2021 Board of Education Meetings \(Action Requested\)](#)

Attached for Board approval is the proposed 2021 Board of Education meeting schedule. Meetings will be generally held at 7:00 p.m. in the City Council Chamber, 501 Poli Street, Ventura, and are generally held on the second and fourth Tuesday of each month.

Moved:
Seconded:

ROLL CALL VOTE:

Dannenburg ____, Callahan ____, Rodriguez ____, Almaraz ____, Lomax ____

Dr. Roger Rice, Superintendent

12.f [Certification of School Board Representation for the County Committee on School District Organization \(Action Requested\)](#)

The Governing Board of each school district and each community college district shall annually select one of its members to represent them on the County Committee on School District Organization. The representative selected shall have one vote for a member to be elected to the County Committee. The Board will take action to select a member to represent them on this committee.

Moved:
Seconded:

ROLL CALL VOTE:

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

Dr. Roger Rice, Superintendent

12.g [Call for Nominations to CSBA's Delegate Assembly \(Action Requested\)](#)

Nominations and Candidate Biographical Sketch forms for CSBA's Delegate Assembly are now being accepted until Tuesday, January 7, 2021. Any CSBA Board member is eligible to nominate Board Members within their geographical region or subregion. Ventura Unified is part of subregion 11-B. Delegates serve two-year terms beginning April 1, 2021 through March 31, 2023. Below are the names of Delegates in our region/subregion whose term expires in 2021 and are up for re-election, if they choose to run:

- Sabrena Rodriguez

Moved
Seconded:

ROLL CALL VOTE:

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

Dr. Roger Rice, Superintendent

- 12.h [Board Representation of Board Appointed Committees](#)
The Board and Superintendent will discuss Board representation on various committees to include District, Advisory and Public Agencies for 2021.

Dr. Roger Rice, Superintendent

- 12.i [Certification of Signatures \(Action Requested\)](#)

The District annually, at its organizational meeting in December, certifies the signatures of the agents authorized to sign orders, warrants, contracts, documents, etc. for submission to the County Superintendent of Schools. Staff and/or organizational changes taking place during the year must be approved at the time and submitted to the School Business and Advisory Services at the Ventura County Office of Education. It is recommended the Board certify the signatures of staff authorized to sign specific documents as listed on the attached document for the period December 15, 2020 through December 31, 2021.

Moved:

Seconded:

ROLL CALL VOTE:

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

Ms. Rebecca Chandler, Assistant Superintendent, Business Services

13. Correspondence

14. Superintendent's Report

14.a Good News

- **Employee Recognition**
 - Call Center Employees

15. CONFERENCE - EDUCATIONAL SERVICES

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

Staff will present a brief update on the return to in-person learning.

Ms. Gina Wolowicz, Director, Elementary Curriculum and Instruction; Dr. Greg Bayless, Director, Secondary Curriculum and Instruction

16. CONFERENCE - BUSINESS SERVICES

16.a [2020-21 First Interim Financial Report \(Action Requested\)](#)

On the agenda for the Board of Education meeting is the 2020-21 fiscal year First Interim Financial Report. The First Interim Report provides the financial status of all funds in the District as of October 31st, combined with projections for the balance of the year. Also included in the package are the required projections for 2021-22 and 2022-23, as well as the LCFF Budget Overview for Parents. Staff will present an overview of the First Interim Report for the General Fund, discuss the assumptions used for projections, review the LCFF Budget Overview for Parents, and be available to answer any questions. Board approval of the 2020-21 First Interim Financial Report is requested.

Moved:

Seconded:

ROLL CALL VOTE:

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

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

16.b [LCFF Budget Overview for Parents \(Action Requested\)](#)

California Education Code (EC) Section 52064.1 requires each school district, county office of education (COE), and charter school (LEA) develop the Local Control Funding Formula (LCFF) Budget Overview for Parents in conjunction with the LCAP by July 1st of each year.

Senate Bill (SB) 98 added EC Section 43509, which changed the adoption date for the Budget Overview for Parents for the 2020–21 school year. For 2020–21, local governing boards or governing bodies are required to adopt and submit the Budget Overview for Parents on or before December 15, 2020, in conjunction with the District's first interim budget report.

Staff will review the LCFF Budget Overview for Parents. Board approval of the Budget Overview for Parents is requested.

Moved:

Seconded:

ROLL CALL VOTE:

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

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

17. CONFERENCE - HUMAN RESOURCES - Certificated

17.a [Ventura County Office of Education Williams Activity Report for the 1st Quarter Fiscal Year 2020-2021](#)

California Education Code Section 1240 requires the county superintendent, or his or her designee, to visit schools in our county ranked in deciles 1 to 3 of the 2012 Academic Performance Index and report the findings annually to the governing board of the district at a regularly scheduled meeting. The results of the visits and reviews shall include the determinations of the county superintendent, or his or her designee, for each school regarding the status of all of the circumstances listed below:

- Sufficient Textbooks and Instructional Materials
- Assess the Condition of School Facilities
- Annual Review of Teacher assignments and Vacancies
- Annual review of prior fiscal year audit reports to identify any audit findings relating to Williams issues and determine how those findings will be corrected
- Annual review of School Accountability Report Cards

VCOE's Quarter 1 activities report for ATLAS (Saticoy) Elementary, Blanche Reynolds Elementary, EP Foster Elementary, Montalvo Elementary, Sheridan Way Elementary and Will Rogers Elementary found that students had access to sufficient textbooks and instructional material and conditions of the school facilities did not pose an emergency or urgent threat to the health or safety of pupils or staff. Attached is the memorandum from Ventura County Office of Education.

Dr. Jeff Davis, Assistant Superintendent, Human Resources

17.b [Ventura Unified School District and Ventura Unified Education Association Schools Re-Opening Memorandum Of Understanding \(Action Requested\)](#)

Consideration of approval of Ventura Unified School District (VUSD) and Ventura Unified Education Association (VUEA) Schools Re-Opening Memorandum Of Understanding (MOU). Attached is the Schools Re-Opening MOU between VUSD and VUEA.

Moved:

Seconded:

ROLL CALL VOTE:

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

Dr. Jeff Davis, Assistant Superintendent, Human Resources

18. CONFERENCE - HUMAN RESOURCES - Classified

18.a [Ventura Unified School District and Ventura Education Support Professionals Association Schools Re-Opening Memorandum Of Understanding \(Action Requested\)](#)

Consideration of approval of Ventura Unified School District (VUSD) and Ventura Education Support Professionals Association (VESPA) Schools Re-Opening Memorandum Of Understanding (MOU). Attached is the Schools Re-Opening MOU between VUSD and VESPA.

Moved:

Seconded:

ROLL CALL VOTE:

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

Dr. Jeff Davis, Assistant Superintendent, Human Resources, Ms. Andrea Crouch, Director of Classified Human Resources

19. ACTION ITEMS

19.a [Permission to Declare an Emergency for District-Wide Installation of Programmable Thermostats and Additional Exhaust Units and/or Upgrades](#)

During the third week of October, 2020, the District announced the plan to return to in-person learning on November 30, 2020. Current CDC (Centers for Disease Control and Prevention) and ASHRAE (The American Society of Heating, Refrigeration and Air-Conditioning Engineers) guidelines related to COVID-19 recommended increased ventilation, increased air filtration, and increased percentage of outdoor air that circulates into the system. It was essential to install programmable thermostats, which allow fans to run before and after occupancy, and additional exhaust units and/or upgrades for the District to achieve the recommended air exchange.

Castle Air was contracted by the District to inspect HVAC units and thermostats. This inspection already occurred at every elementary site, and will continue at every site before reopening. The inspection included, but was not limited to, verifying fresh air intake to system, verifying operation of fan, and verifying thermostat is capable of programmable fan cycle.

The initial cost of the inspection was \$18,800.00. The result of this inspection identified the need for programmable thermostats, as well as exhaust system installations and/or upgrades. With the initial inspection and the additional scope required, the total cost is estimated to exceed \$60,000.00. Ventura USD follows CUPCCAA bid thresholds and would therefore have to award by formal bidding procedures per Public Contract Code; however, the current timeline for the opening of schools would not allow for formal bidding. The additional work was required immediately to ensure the upmost safety in the classrooms by November 30, 2020.

Public Contract Code Section 20113 allows school districts to enter into contracts without inviting bids in an emergency when any repairs, alterations, work, or improvement is necessary to any facility of public schools to permit the continuance of existing school classes, or to avoid danger to life or property. In order to carry out the related work, it is necessary for the Board, by unanimous vote, to declare an emergency situation to allow the District to proceed with the work without inviting bids.

Permission is requested to declare the installation of programmable thermostats and additional exhaust units and/or upgrades an emergency situation.

Moved:
Seconded:

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

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

CONSENT CALENDAR

It is recommended that the department item numbers **20 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 ____

20. CONSENT- EDUCATIONAL SERVICES

20.a [Administrative Recommendation to Waive Board Policy 6146.1 \(High School Graduation Requirements\)](#)

It is recommended that the Governing Board waive Board Policy 6146.1 (High School Graduation Requirements) and approve the issuance of a High School Diploma for student #'s: 20-G, 20-H, 20-I and 20-J.

Dr. Greg Bayless, Director, Secondary Curriculum and Instruction

21. CONSENT - HUMAN RESOURCES - Certificated

21.a [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
EscobedoGarcia	Pavel	Asst. Principals	Anacapa	1.00	11/17/2020	12/04/2020	Parental Leave
Atchley	Apple	Teacher	Sunset	1.00	11/30/2020	01/29/2021	Parental Leave
Hamblin	Sara	Teacher	Sheridan Way	1.00	12/07/2020	03/12/2021	Parental Leave
Mitchell	Sarah	Teacher	Elmhurst	1.00	01/25/2021	06/10/2021	Child Rearing
KircherIsreal	Carolyn	Teacher	Elmhurst	1.00	12/07/2020	01/22/2021	EFML/Child Rearing
Higgins	Jennifer	Teacher	Poinsettia	1.00	11/02/2020	06/10/2021	Rev Child Rearing
Bundy	Jennifer	Teacher	Loma Vista	1.00	12/07/2020 01/04/2021 03/24/2021	12/19/2020 03/28/2021 06/10/2021	PNL FMLA Personal
Buxton	Cory	Teacher	Mound	1.00	12/07/2020	12/18/2020	EPSL/FMLA

Dr. Jeff Davis, Assistant Superintendent, Human Resources

21.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 listed below.

Name	Credential Or Program
Michaels, Mia	Multiple Subject Credential
Pacheco, Jolena	30-Day Emergency Substitute Credential

Dr. Jeff Davis, Assistant Superintendent, Human Resources

21.c [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

21.d [Consideration of Approval of Increasing the Daily Rate of Certificated Substitute Salary Schedule](#)

Districts across Ventura County are experiencing a growing shortage of substitutes, making it increasingly difficult for classroom teachers to call in sick or to take part in necessary training. The strong demand for qualified substitutes has made reliable substitute teachers a prized commodity who can pick and choose which schools/districts they will work at and which ones they won't.

Many districts in Ventura County are increasing substitute pay to attract more substitutes and compete for the best substitutes. To continue to be competitive and retain/attract substitutes, Ventura Unified is proposing a rate change in our substitute pay (see attached schedule). District personnel have surveyed districts in our county and their substitute rates and feel the proposed change will allow Ventura Unified to continue to be competitive in this increasing shortage area.

Dr. Jeff Davis, Assistant Superintendent, Human Resources

21.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

21.f [Approval of Variable Term Waiver for BCLAD Spanish Permit](#)

Due to the shortage of Bilingual Spanish Elementary School Teachers the district has employed the following individual. Cesar Lopez is a native Spanish Speaker and is willing to serve in our bilingual program at Montalvo Elementary and work towards the BCLAD authorization.

Therefore, the Board is asked to approve the Variable Term Waiver for:

Name: Cesar Lopez
Credential Type: BCLAD Spanish Certificate
School: Montalvo Elementary
Class: Teacher
Waving: EC44253.3 – Certificate or Credential to provide instruction to Limited English Proficient (LEP) Students

Dr. Jeff Davis, Assistant Superintendent, Human Resources

22. CONSENT - HUMAN RESOURCES - Classified

22.a [Revisions to Exempt Salary Schedule](#)

It is recommended that the Board of Education adopt the attached changes to the Exempt salary schedule. Effective January 1, 2021 the State of California has mandated an increase in the minimum wage. The minimum wage will increase from \$13.00 to \$14.00 per hour. Therefore, it is necessary that the Exempt Salary schedule reflect this change. The minimum wage increase will take effect January 1, 2021.

Ms. Andrea Crouch, Director of Classified Human Resources

22.b [Classified Personnel Changes](#)

The Personnel Commission approved the attached list of Classified Personnel Changes at its November 18, 2020 meeting. It is recommended that the Board of Education approve the changes at this time.

Ms. Andrea Crouch, Director, Classified Human Resources

23. CONSENT - BUSINESS SERVICES

23.a [Dale Scott & Company Financial Services Agreement](#)

The District agreed to secure the services of Dale Scott & Company for the annual filing of the Continuing Disclosure Report for the 2019-20 fiscal year. Board approval of the attached agreement is requested.

23.b [Ratification of Final Settlement Agreement Case No. 20-21-01](#)

An agreement was reached regarding Case No. 20-21-01. Board approval of the attached agreement is requested

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

23.c [Ratification of Final Settlement Agreement and Release of All Claims Case No. EC202011](#)

An agreement was reached regarding Case No. EC202011. Board approval the attached agreement is requested.

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

23.d [Gifts to School District](#)

Listed below are donations made to Ventura Unified School District.

DONOR	GIFT	LOCATION	VALUE
Frontstream	Cash	Cabrillo	\$618.90
Hampton Fitness Products	Weight Balls	Buena	\$3,388.00
Office Depot	Cash	Will Rogers	\$111.69
Banks & Benjamin Pecht	Cash	Cabrillo	\$100.00
Pierpont Racquet Club	Cash	Cabrillo	\$100.00

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

23.e [Checks for November 2020](#)

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

Ms. Anna Campbell, Director, Budget and Finance

23.f [Ratification of Purchase Orders \(October 28, 2020 to December 1, 2020\)](#)

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

343 Purchase Orders	=	\$6,224,225.67
PO Changes	=	621,232.09
GRAND TOTAL	=	\$6,845,457.76

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

24. BOARD REPORTS

25. COMING EVENTS

26. FUTURE BOARD ITEMS

- Approval of Revised Board Policies
- Consideration of a K-8 School placement in East Ventura

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

28. CLOSED SESSION

29. ADJOURNMENT

Moved:

Seconded:

ROLL CALL VOTE:

Dannenber____, Callahan ____, Rodriguez ____, Almaraz ____, Lomax ____