

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**

**January 26, 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**

**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 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](mailto: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. 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/2019-20AgendasInformation.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, January 26, 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 Pupil Matter, Pursuant to Education Code Sections 35146, 48916, 48918

Administrative Recommendation for Student Re-Admission from Expulsion/Suspended Order,  
student # 20/20

**Ms. Cynthia Frutos, Director, Student Support Services**

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

a. District Negotiators:

Dr. Jeff Davis

Rebecca Chandler

Employee Organizations:

Ventura Unified Education Association (VUEA)

Ventura Education Support Professionals  
Association (VESPA)

- 6.c Public Employee Appointment, Pursuant to Government Code Section 54957  
a. Principals

**Dr. Jeff Davis, Assistant Superintendent, Human Resources**

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

**8. Pledge of Allegiance**

**9. Roll Call:**

**Velma Lomax, President \_\_\_\_, Matt Almaraz, Vice-President \_\_\_\_,  
Sabrena Rodriguez \_\_\_\_, Amy Callahan \_\_\_\_, Dr. Jerry Dannenberg \_\_\_\_, Dr. Roger Rice \_\_\_\_,  
Violet Delgado (BHS) \_\_\_\_, Frances Kayser (VHS) \_\_\_\_, Christine Davis (VACE) \_\_\_\_**

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

**11. Superintendent's Report**

11.a [Good News](#)

- Student Board Members:
  - Violet Delgado - Buena High School
  - Frances Kayser - Ventura High School
  - Christine Davis - VACE

**12. Correspondence**

**13. Public Comments**

**14. CONFERENCE - SUPERINTENDENT**

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

Staff will present an update on the reopening of schools.

Moved:

Seconded:

ROLL CALL VOTE:

Dannenberg \_\_\_\_, Callahan \_\_\_\_, Rodriguez \_\_\_\_, Almaraz \_\_\_\_, Lomax \_\_\_\_

**Dr. Roger Rice, Superintendent**

**15. CONFERENCE - EDUCATIONAL SERVICES**

- 15.a [Consideration for Review of School Accountability Report Cards for the 2019-20 School Year Public Announcement](#)  
Education Code 35256(c) states each school district annually shall issue a School Accountability Report Card for each school in the district, publicize those reports, and notify parents or guardians of pupils that a hard copy will be provided upon request. The Ventura Unified School District has issued a School Accountability Report Card for each school in the district. Notice is hereby given to parents or guardians that an updated report card is available on the internet and a hard copy will be provided upon request.  
**Dr. Greg Bayless, Director, Secondary Curriculum and Instruction; Ms. Gina Wolowicz, Director, Elementary Curriculum and Instruction**
- 15.b [Consideration for Review of K-12 School Plans for Student Achievement \(SPSA\) for the 2020-21 School Year](#)  
K-12 School Plans for Student Achievement (SPSA) for the 2020-21 school year are submitted for your review. These school plans were collaboratively developed by enVision Consulting Group, Inc., school site council and the principal at each school, with input from other stakeholder groups, working collaboratively to develop and approve a plan to “improve the academic performance of all pupils” at each school. School Plans for Student Achievement are disseminated to school sites and stored in the electronic version as well as a hard copy. This will be brought back for approval at the next regularly scheduled Board of Education Meeting.  
**Dr. Greg Bayless, Director, Secondary Curriculum and Instruction; Ms. Gina Wolowicz, Director, Elementary Curriculum and Instruction**
- 15.c [Consideration for Review of K-12 Schools and Adult Education Comprehensive Safety Plans for the 2020-21 School Year](#)  
K-12 Schools and Adult Education Comprehensive Safety Plans for the 2020-21 school year are submitted for your review. Each plan includes the essential components outlined in Education Code 32282-32289. These safety plans were collaboratively developed by enVision Consulting Group, Inc., school site council, and input from law enforcement and community members. Comprehensive School Safety Plans are disseminated to school sites and stored in the electronic version as well as a hard copy. This will be brought back for approval at the next regularly scheduled Board of Education Meeting.  
**Dr. Greg Bayless, Director, Secondary Curriculum and Instruction; Ms. Gina Wolowicz, Director, Elementary Curriculum and Instruction; and Ms. Cynthia Frutos, Director, Student Support Services**

15.d [Consideration of New and Revised Career Technical Education \(CTE\) Courses](#)

The Chief Innovation Officer is submitting the following new and revised CTE courses: More detailed information for each course is attached.

Courses:

CTE MS Digital Media Production 6 (New course)  
CTE MS Digital Media Production 7/8 (New course)  
Digital Media Arts & Communication (DMAC) (Revised course)  
Advanced Digital Media Arts & Communications (DMAC) (Revised course)  
Peer Leaders (Revised course)  
Bioscience Survey (Revised course)  
CTE Cap Medical Health Careers Anatomy & Physiology Honors (New course)

**Mr. Joe Bova, Principal on Special Assignment**

**16. CONFERENCE - HUMAN RESOURCES - Certificated**

16.a [Frontline/ESCAPE Absence Management System](#)

Ventura Unified is one of five (5) districts in the county piloting the implementation of Frontline Absence Management System. This system will automate many functions that are now done on paper and are time consuming. Absence reporting will be part of this new system, including the substitute system to fill assignments that need a substitute when the employee is absent.

Implementation of the first phase will begin on March 1, 2021, at which time we will replace the use of SmartFind Express for reporting absences and securing a substitute on Frontline. An email was recently sent to all district employees announcing the implementation of Frontline and notifying employees that they will receive emails directing them how to register in Frontline and information on Frontline tutorial software.

This is not just a substitute calling system, it will also be used to do Leave and Attendance accounting, eventually replacing the need for paper timecards. All employees, whether they get a substitute for their assignment when absent or not, will be in the system.

As indicated previously, this is the first phase of this new software implementation. Preparation and planning for implementation of Phase 2, (Timesheet implementation) will begin in March. Testing of the system for accuracy will occur throughout the spring months. Implementation of online timesheets should be at the start of the 2021/22 school year.

**Dr. Jeff Davis, Assistant Superintendent, Human Resources**

16.b ["Sunshine" of Initial Contract Proposals from Ventura Unified Education Association \(VUEA\) to Ventura Unified School District \(VUSD\) for Collective Bargaining \(Action Requested\)](#)

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. VUEA are presenting the following initial contract proposals to VUSD:

Article	Article Title	Brief Summary
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Article 8	Bargaining Unit Member Duties, Adjunct Duties, Work Year, Hours, and Conditions	Interested in: Creating a lead SLP position w/stipend; Eliminating recess duty for unit members; Nurses – increasing % of time at sites
Article 9	Class Size	Interested in: FT counselors at all Elem schools; Reducing High School NTE from 41 to 36; Reducing # of daily MS student contacts; Increasing stipend for Combo classes; Adding Discretionary funds for K teachers
Article 11	Assignment and Transfer	Interested in: Allowing displaced teachers who have their displacement rescinded, to have the option of remaining at the site they were transferred to or remaining in their original position; Interested in: Elem Combos – Proposing the development of a district-wide formula to lessen the number of combos district-wide
Article 17	Certificated Salary Schedule	Interested in: Adding positions/stipends for Marching Band, Color Guard and Drumline at BHS; Add position/stipend for Jazz Band at VHS; Adding a Bilingual stipend for TWI teachers that possess a BCLAD; Increasing Journalism stipend equal to Yearbook; Foothill Tech – Developing a “Teach 5 schedule with a prep period for most teachers/”Teach 6 schedule for those that choose to on block schedule”
Article 18	Fringe Benefits	Status quo
Article 19	Compensation	Interested in proposing a salary increase

Article 31	Special Education	Interests are in: Lessening SLP workload; An SLP caseload decrease; The SLP matrix being included in the CBA; Subs for SLP's; Proposing that SPED combo classes don't exceed 3 student grade levels; Proposing that Paraeducators be placed in Gen Ed classes with 4 or 5 SPED students enrolled
Article 37	Catastrophic Leave Bank	Update language to include allowing new hires 30 days to sign up for the CSLB from their hire date; Add the current MOU to the CBA

**Dr. Jeff Davis, Assistant Superintendent, Human Resources**

16.c

**"Sunshine" of Initial Contract Proposals from Ventura Unified School District (VUSD) to Ventura Unified Education Association (VUEA) for Collective Bargaining (Action Requested)**

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. VUSD are presenting the following initial contract proposals to VUEA:

Article	Article Title	Brief Summary
Article 1	Recognition	Add Chief Innovation Officer to the list of positions excluded from VUEA's bargaining unit
Article 8	Bargaining Unit Member Duties, Adjunct Duties, Work Year, Hours, and Conditions	Add language expecting teachers to participate in graduation ceremonies
Article 11	Assignment and Transfer	Add email notification from principals to staff in B (1)
Article 13	Evaluations	Remove the rating of 1; no longer used
Article 17	Certificated Salary Schedule	Add positions/stipends for Marching Band, Color Guard and Drumline at BHS; Add position/stipend for Jazz Band at VHS; Review potential additions for coaching positions at BHS, FTHS and VHS for Title IX purposes
Article 18	Fringe Benefits	Negotiate benefits/cost of benefits
Article 19	Compensation	Negotiate salary
Article 24	Term	Adjust the term for a new three-year Collective Bargaining Unit

**Dr. Jeff Davis, Assistant Superintendent, Human Resources**

**17. CONFERENCE - HUMAN RESOURCES - Classified**

**17.a "Sunshine" of Initial Contract Proposals from Ventura Unified School District (VUSD) to Ventura Education Support Professionals Association (VESPA) for Collective Bargaining (Action Requested)**

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. VUSD are presenting the following initial contract proposals to VESPA:

Article	Article Title	Brief Summary
Article 1	Agreement	Adjust effective date of agreement
Article 6	Organizational Security	Update to reflect current law in light of the Janus decision
Article 12	Overtime/Compensatory Time Off	Standardize language so that provisions apply district-wide rather than only to the Facilities Department
Article 19	Layoff, Reemployment and Effects Related Thereto	Update the bumping rights criteria as outlined in section 19.1.8
Article 20	Total Compensation	Salary and Benefits
Article 21	Tax Shelter Annuities	Propose to move to Article 20
Article 22	Holidays	Update to reflect current holidays
Article 27	Sick Leave	Develop language to further define Catastrophic Leave
Article 34	Transfers and Procedures for Filling Vacancies	Clarify summer school (intersession) assignments
Article 38	Safety	The District is interested in developing language to address uniforms
Article 41	Professional Growth	Simple update of composition of the professional growth committee
Article 46	Term	Update to reflect the current term of the contract
Appendix E	Classified Represented and Confidential Salary Schedule	Update to reflect current salary schedule

**Dr. Jeff Davis, Assistant Superintendent, Human Resources**



- 17.b ["Sunshine" of Initial Contract Proposals from Ventura Education Support Professionals Association \(VESPA\) to Ventura Unified School District \(VUSD\) for Collective Bargaining \(Action Requested\)](#)

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. VESPA are presenting the following initial contract proposals to VUSD:

Article	Article Title	Brief Summary
Article 13	Transportation	Develop language to provide additional training for bus drivers assigned to Special Education routes.
Article 18	Working Out of Classification	Review intent of current language and revise if further clarification is needed.
Article 39	Orientation and Training	Develop language to establish timelines for providing training upon hiring unit members into new positions.

**Dr. Jeff Davis, Assistant Superintendent, Human Resources**

- 17.c [Personnel Commission 2019-2020 Annual Report](#)

The Personnel Commission approved the 2019-2020 Annual Report of the Personnel Commission at its November 18, 2020 meeting and presents it to the Board of Education for their information.

**Ms. Andrea Crouch, Director of Classified Human Resources**

## 18. ACTION ITEMS

- 18.a [Administrative Recommendation for Student Re-Admission from Expulsion/Suspended Order](#)  
Approval for Administrative Recommendation regarding Student Re-Admission for Student #20/20

Moved:

Seconded:

ROLL CALL VOTE:

Dannenberg \_\_\_\_, Callahan \_\_\_\_, Rodriguez \_\_\_\_, Almaraz \_\_\_\_, Lomax \_\_\_\_

**Ms. Cynthia Frutos, Director, Student Support Services**

18.b [Allovue, Inc. Software](#)

During the meeting of January 12, 2021, the Board was presented with a proposal to purchase financial software called Allovue. This financial software will be a valuable resource to district and school site staff. The proposed contract is attached for your review. Board approval to contract with Allovue, Inc. for three years and purchase their software program 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**

18.c [Facilitron Software](#)

During the meeting of January 12, 2021, the Board was presented with a proposal to purchase work orders management and facilities reservations software called Facilitron. The SPMMS software that has been in use for many years no longer meets the needs of the District. The proposed contract is attached for your review. Board approval to contract with Facilitron for one year and purchase their software program is requested.

Moved:

Seconded:

ROLL CALL VOTE:

Dannenberg \_\_, Callahan \_\_, Rodriguez \_\_, Almaraz \_\_, Lomax \_\_

**Ms. Rebecca Chandler, Assistant Superintendent, Business Services; Mr. Bill Elsenbaumer, Director, Facilities**

**CONSENT CALENDAR**

It is recommended that the department item numbers **19** to **21** 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 - HUMAN RESOURCES - Certificated**

- 19.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
KircherIsreal	Carolyn	Teacher	Elmhurst	1.00	1/9/21	1/24/21	Personal (Rev)

**Dr. Jeff Davis, Assistant Superintendent, Human Resources**

- 19.b [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**

- 19.c [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
Koester, Taylor	Career Technical Education: Arts, Media & Entertainment

**Dr. Jeff Davis, Assistant Superintendent, Human Resources**

- 19.d [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**

- 19.e [Ratification of Administration's Approval of Retirements and Release for Certificated Personnel for the 2020-21 School Year](#)

Ratification of administration's approval of retirements and release for certificated personnel on the attached list.

**Dr. Jeff Davis, Assistant Superintendent, Human Resources**

## 20. CONSENT - HUMAN RESOURCES - Classified

20.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**

**21. CONSENT - BUSINESS SERVICES**

21.a [School on Wheels, Inc. Memorandum of Understanding 2020-21](#)

The District renewed their partnership with School on Wheels, Inc. for tutoring services for students and families district-wide. The term of this agreement is effective December 15, 2020 through June 30, 2021. Board approval of the attached agreement is requested.

**Ms. Rebecca Chandler, Assistant Superintendent, Business Services; Ms. Cynthia Frutos, Director, Student Support Services**

21.b [Santa Barbara Community College District K-12 Strong Workforce Program 2021-23](#)

The District is renewing their agreement with Santa Barbara Community College District, fiscal agent for the K-12 Strong Workforce Program for the South Central Coast Regional Consortium. The District, acting as the lead Local Education Agency, will be receiving funds to implement the Entrepreneurship and Skilled Trades grant funded by the K-12 Strong Workforce Program. The attached agreement is effective January 1, 2021 through June 30, 2023.

**Ms. Rebecca Chandler, Assistant Superintendent, Business Services; Dr. Rene Rickard, Chief Innovation Officer**

21.c [Gifts to School District](#)

Listed below are donations made to Ventura Unified School District.

DONOR	GIFT	LOCATION	VALUE
Assistees Auxiliary	Gift cards	VUSD Homeless Program	\$800.00
Nina Bohlen	Teak wood	DATA	\$1,072.00
Fidelity Charitable (Hani & Jon Geske)	Cash	DATA	\$1,500.00

**Ms. Rebecca Chandler, Assistant Superintendent, Business Services**

21.d [Ratification of Purchase Orders \(December 18, 2020 to January 12, 2021\)](#)

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

78 Purchase Orders	=	\$479,411.79
PO Changes	=	14,443.70
<b>GRAND TOTAL</b>	=	<b>\$493,855.49</b>

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

**22. BOARD REPORTS**

**23. COMING EVENTS**

**24. FUTURE BOARD ITEMS**

- Board Policies Update
- Learning Continuity Plan

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

**26. CLOSED SESSION**

**27. ADJOURNMENT**

Moved:

Seconded:

ROLL CALL VOTE:

Dannenberg \_\_\_\_, Callahan \_\_\_\_, Rodriguez \_\_\_\_, Almaraz \_\_\_\_, Lomax \_\_\_\_