

 APPROVED

Ocean View School District

17200 Pinehurst Lane, Huntington Beach, CA 92647

Board of Trustees' Organizational Meeting - Minutes

December 11, 2018

5:15 p.m. - Closed Session; 6:00 p.m. - Open Session

Trustees:

Jack Souders, President
John Briscoe, Vice President
Gina Clayton-Tarvin, Clerk
Patricia Singer, Member
Norm Westwell, Member

Administration:

Carol Hansen, Ed.D., Superintendent
Michael Conroy, Ed.D., Deputy Superintendent, Administrative Services
Felix Avila, Assistant Superintendent, Human Resources
Julianne Hofer, Ph.D., Assistant Superintendent, Educational Services

A. Call to Order

The Regular meeting of the Board of Trustees was called to order by President Jack Souders at 5:15 p.m.

B. Roll Call

Members present: John Briscoe, Gina Clayton-Tarvin, Patricia Singer, Jack Souders, Norm Westwell

C. Oath of Office: The Registrar of Voters of Orange County has certified the results of the Ocean View School District Board of Trustees' election held on November 6, 2018. Per Government Code Section 1363, each newly elected officer is required to take an Oath of Office before assuming his or her duties. Dr. Carol Hansen, Superintendent, will administer the Oath of Office to Mr. John Briscoe, Mrs. Patricia Singer, and Mr. Jack Souders.

Superintendent Hansen administered the oath of office to newly elected Patricia Singer and newly re-elected John Briscoe and Jack Souders.

D. Agenda Adoption - Regular Board of Trustees' Meeting of December 11, 2018

Passed with a motion by John Briscoe and a second by Patricia Singer.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

E. Closed Session

President Souders read aloud the items listed under Closed Session. The meeting moved to Closed Session at 5:18 p.m.

E.1. Government Code Section 54956.9: Conference with Legal Counsel - Existing litigation, pursuant to Government Code Section 54956.9(d)(1): OAH Case No. 2018100521

E.2. Government Code Section 54957: Public Employment - Coordinator, Categorical Programs

F. Return to Open Session/Report of Closed Session Action

The Board of Trustees returned to Open Session at 6:01 p.m. The following action was taken in Closed Session:

MOTION by Trustee Briscoe, seconded by Trustee Singer, and carried by the following roll call vote to approve the settlement agreement to resolve Special Education due process matter OAH Case No. 2018100521 in the amount of \$5,000.00:

Yes John Briscoe

Yes Gina Clayton-Tarvin

Yes Patricia Singer

Yes Jack Souders

Yes Norm Westwell

G. Pledge of Allegiance

President Souders led the Pledge of Allegiance, which was followed by the "Star Spangled Banner," performed by the members of the Mesa View Advanced Band.

H. Introductions: None.

I. Minutes

I.1. Regular Board of Trustees' Meeting, November 13, 2018

Passed with a motion by Patricia Singer and a second by John Briscoe.

Yes John Briscoe

Yes Gina Clayton-Tarvin

Yes Patricia Singer

Yes Jack Souders

Yes Norm Westwell

I.2. Special Board of Trustees' Meeting, November 27, 2018

Passed with a motion by John Briscoe and a second by Gina Clayton-Tarvin.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

J. Time Certain

J.1. 6:05 p.m. Holiday Song Performance - Members of Mesa View Middle School Advanced Band

Under the direction of music teacher Dennis Nicolosi, the Mesa View Advanced Band members performed "Silver Bells" and "Winter Wonderland."

J.2. 6:15 p.m. Oath of Office: Neal Kelley, Registrar of Voters of Orange County, has certified the results of the Ocean View School District Board of Trustees' election held on November 6, 2018. Per Government Code Section 1363, each newly elected officer is required to take an Oath of Office before assuming his or her duties. Prior to Agenda Adoption, Dr. Carol Hansen, Superintendent, administered the Oath of Office to Mr. John Briscoe, Mrs. Patricia Singer, and Mr. Jack Souders. Trustee Gina Clayton-Tarvin will now ceremoniously administer the Oath of Office to Mr. Briscoe, Mrs. Singer, and Mr. Souders.

Trustee Gina Clayton-Tarvin ceremoniously administered the oath of office to Mr. Briscoe, Mrs. Singer, and Mr. Souders.

Trustees Briscoe, Singer, and Souders introduced and recognized family and friends in the audience.

J.3. Board Reorganization

J.3.a. 6:20 p.m. Election of Board Officers; Determination of 2019 Board Meeting Dates; Selection of Adopted Schools; and Election of Representative and Alternate for Nominating Committee to Orange County Committee on School District Organization

Nominations for President:

John Briscoe (by Trustee Clayton-Tarvin, seconded by Trustee Singer)

No other nominations declared.

John Briscoe elected as President by the following Roll Call vote:

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
No Norm Westwell

Nominations for Vice President:

Gina Clayton-Tarvin (by Trustee Souders)

No other nominations declared.

Gina Clayton-Tarvin elected as Vice President by the following Roll Call vote:

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
No Norm Westwell

Nominations for Clerk:

Jack Souders (by Trustee Singer)

No other nominations declared.

Jack Souders elected as Clerk by the following Roll Call vote:

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

J.3.b. 6:25 p.m. Establishment of Regular Board of Trustees' Meeting Dates - FY 2019 (See Exhibit F)

The Board of Trustees discussed the proposed dates:

January 8, 15*, 22
February 5, 19
March 5, 19
April 9, 23
May 7, 21
June 11, 25
July 9
August 13
September 3, 17
October 1, 15
November 5, 19
December 10

*January 15, 2019, 4:30 PM: Study Session

MOTION by Jack Souders, seconded by Patricia Singer, and carried by the following vote to approve as submitted:

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

J.3.c. 6:35 p.m. Board Adopt-A-School: Board Members will each select schools for the period of December 2018 - December 2019 (See Exhibit G)

Circle View: John Briscoe
College View: Jack Souders
Golden View: Norm Westwell
Harbour View: Jack Souders
Hope View: John Briscoe
Lake View: Patricia Singer
Marine View: Norm Westwell
Mesa View: Norm Westwell
Oak View: Gina Clayton-Tarvin
OVPP/Pleasant View: Gina Clayton-Tarvin
Oak View Preschool: Patricia Singer
Spring View: John Briscoe
Star View: Norm Westwell
Village View: Jack Souders
Vista View: Patricia Singer
Westmont: Gina Clayton-Tarvin

J.3.d. 6:30 p.m. Board Representative and Alternative to Nominating Committee for Orange County Committee on School District Organization

Nominating Committee for Orange County Committee on School District Organization:

Norm Westwell (Representative)
Patricia Singer (Alternate)

J.4. Recognition of Board of Trustees' Officers for December 2017-December 2018: On behalf of the Board of Trustees, Superintendent Carol Hansen will recognize Jack Souders for his service as President; John Briscoe for his service as Vice President; and Gina Clayton-Tarvin for her service as Clerk, of the Board of Trustees from December 2017 to present.

Superintendent Hansen presented Certificates of Appreciation to Jack Souders, John Briscoe, and Gina Clayton-Tarvin for their service as 2018 Board President, Vice President, and Clerk, respectively.

K. Reception: Please join us for a brief reception to congratulate the newly elected Board members; cake and coffee will be served.

The meeting recessed at 6:41 p.m. and reconvened at 6:51 p.m.

L. Public Comments

Emily Anderson, parent, discussed the need for pre-assessments of young students; enjoyed Vista View's Bingo fundraiser event.

M. Communications

M.1. *Written Communications to the Board

Dr. Hansen advised the following correspondence had been received:

1. Email from Christi Angelus, received December 7, 2018.

Copies of this written communication have been provided to the board of Trustees and are available for public review.

M.2. Board/Committee Reports: None.

M.3. Trustees' Communications

Trustee Clayton-Tarvin congratulated Trustees Briscoe, Singer, and Souders on their successful election victories; thanked the Mesa View Advance Band for their performance tonight; attending holiday events at Hope View, Harbour View, and Marine View; invited all to the upcoming holiday activities in the Oak View community.

Trustee Singer attended holiday events and fundraisers at Hope View and Vista View; thanked the voters for electing her to the Board of Trustees; wished everyone happy holidays.

Trustee Souders thanked the Mesa View Advanced Band on their holiday performance; congratulated his fellow candidates on their election victories; talked about the importance of the oath that is taken by public officials; wished all a happy holiday season and a wonderful new year.

Trustee Westwell congratulated the newly elected officers of the Board; wished everyone a Merry Christmas, Happy Hanukkah, or whatever holiday they may celebrate.

President Briscoe expressed appreciation to the voters for his re-election, as well the re-election and election of his fellow colleague candidates.

M.4. Superintendent's Communication

Dr. Hansen congratulated the elected and re-elected Board members; noted her attendance at many school site holiday events, including Circle View, Hope View, and Village View Schools; promoted upcoming musical performances at the middle schools; thanked the Huntington Beach Police Department for organizing their "Shop with a Cop" event at which many of our students were able to participate; wished everyone a wonderful holiday, a restful break, and a joyous and healthy new year.

M.5. PTA/PTO/PTSA/PTSO Presidents' Roundtable: None.

M.6. Employee Associations' Communications (CSEA, OVTA)

Jason Bozarth, CSEA President, congratulated the Board members on their successful elections; reflected on the holiday season, as CSEA will work together with the Administration to continue to move the District forward; wished everyone happy holidays.

Margaret Friedmann, OVTA President, congratulated the newly elected and re-elected Board members; mentioned there is a feeling of trust, support, and stability in the District; supported the pay increase on tonight's agenda for substitute teachers; wished happy holidays to all.

N. Reports: None.

O. Consent Calendar

O.1. Administrative Services: Gifts to the District

Passed with a motion by Jack Souders and a second by Gina Clayton-Tarvin.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

O.2. Administrative Services: Payroll Check Registers from October 11, 2018, through November 10, 2018

Passed with a motion by Jack Souders and a second by Gina Clayton-Tarvin.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

O.3. Administrative Services: Purchase Orders for all Funds for November 2, 2018, through November 29, 2018

Passed with a motion by Jack Souders and a second by Gina Clayton-Tarvin.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

O.4. Administrative Services: School District Check Registers from October 16, 2018, through November 9, 2018

Passed with a motion by Jack Souders and a second by Gina Clayton-Tarvin.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

O.5. Educational Services: Authorized Provider Agreement between American Red Cross and Ocean View School District of Orange County for 2018-2019 (Renewal)

Passed with a motion by Jack Souders and a second by Gina Clayton-Tarvin.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

O.6. Educational Services: Independent Contractor Agreement between Ocean View School District of Orange County and Cyndee Zandes for Continued Development of District Innovative Program at Golden View School (Renewal)

Passed with a motion by Jack Souders and a second by Gina Clayton-Tarvin.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

O.7. Educational Services: Independent Contractor Agreement Between Ocean View School District of Orange County and Frank Vaccaro, West Coast Officials, for After School Sports Program – Basketball Game Officials for the 2018-2019 School Year (Renewal)

Passed with a motion by Jack Souders and a second by Gina Clayton-Tarvin.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

O.8. Educational Services: Listing of Conferences, Meetings, Workshops, and Consultants

Passed with a motion by Jack Souders and a second by Gina Clayton-Tarvin.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

O.9. Human Resources: Certificated Employee Personnel Activity List - October 17, 2018, through November 13, 2018

Passed with a motion by Jack Souders and a second by Gina Clayton-Tarvin.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

O.10. Human Resources: Classified Employee Personnel Activity List - October 17, 2018, through November 13, 2018

Passed with a motion by Jack Souders and a second by Gina Clayton-Tarvin.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

P. Old Business: None.

Q. New Business

Q.1. *Administrative Services: 2018-2019 First Interim Report (Action)

Dr. Conroy narrated an informative PowerPoint presentation that highlighted details of the First Interim Budget Report. He responded to questions from the Board of Trustees.

Passed with a motion by Jack Souders and a second by Patricia Singer.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

Q.2. Administrative Services: Acceptance of Apparent Bid Results and Award of Contracts for Food Service Equipment for the Central Kitchen Project (Action)

Passed with a motion by Patricia Singer and a second by Jack Souders.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

Q.3. Administrative Services: Amendment No. 1 to Independent Contractor Agreement Between Ocean View School District of Orange County and Leighton Consulting, Inc. for Geotechnical and Materials Testing Services (Action)

Passed with a motion by Patricia Singer and a second by Gina Clayton-Tarvin.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

Q.4. Administrative Services: Amendment No. 1 to Independent Contractor Agreement Between Ocean View School District of Orange County and Dieli Murawka Howe, Inc. for the Central Kitchen Project (Action)

Passed with a motion by Jack Souders and a second by John Briscoe.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

Q.5. Administrative Services: Ratification of Equipment Lease Agreement Between Ocean View School District of Orange County and Mobile Kitchens USA, Inc. for Temporary Food Service Facility at Interim Housing Site (Action)

Passed with a motion by Jack Souders and a second by Gina Clayton-Tarvin.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

Q.6. Administrative Services: Resolution No. 08:1819 - Resolution of the Board of Trustees of the Ocean View School District of Orange County Relating to Information Made Available to the Public in the Form of a Statutory School Facility Fees ("Reportable Fees") Report ("Reportable Fees Report"), Including Alternative School Facility Fees, for Fiscal Year 2017-2018 and Making Related Findings Thereon, in Compliance with Government Code Sections 66006 and 66001 (Action)

Passed with a motion by Patricia Singer and a second by Gina Clayton-Tarvin.

- Yes John Briscoe
- Yes Gina Clayton-Tarvin
- Yes Patricia Singer
- Yes Jack Souders
- Yes Norm Westwell

Q.7. Administrative Services: Use of California Multiple Award Schedule (CMAS) to Digital Scepter Corporation - Contract Number 3-08-70-2626A for the Purchase and Warranty of Hardware, Software, and Software Maintenance (Action)

Passed with a motion by Norm Westwell and a second by Patricia Singer.

- Yes John Briscoe
- Yes Gina Clayton-Tarvin
- Yes Patricia Singer
- Yes Jack Souders
- Yes Norm Westwell

Q.8. Administrative Services: File Notice of Completion: Spec Construction Co., Inc. and Daniel's Electrical Construction Co. for the Interim Housing Project 17-299 (Action)

Passed with a motion by Patricia Singer and a second by Jack Souders.

- Yes John Briscoe
- Yes Gina Clayton-Tarvin
- Yes Patricia Singer
- Yes Jack Souders
- Yes Norm Westwell

Q.9. Educational Services: Agreement for Non-Public School Placement of Special Education Students as Determined by Individualized Education Plan (IEP) (Action)

Passed with a motion by Jack Souders and a second by Norm Westwell.

- Yes John Briscoe
- Yes Gina Clayton-Tarvin
- Yes Patricia Singer
- Yes Jack Souders
- Yes Norm Westwell

Q.10. Educational Services: Contract for Independent Educational Evaluation (IEE) for a Student with Special Needs (Action)

Passed with a motion by Jack Souders and a second by Norm Westwell.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

Q.11. Educational Services: Independent Contractor Agreement between Ocean View School District of Orange County and Renaissance Learning/Accelerated Reader for Oak View School for the 2018-2019 School Year (Action)

Passed with a motion by Patricia Singer and a second by Gina Clayton-Tarvin.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

Q.12. Human Resources: Certificated Substitute Teacher Pay Rate Increase (Action)

Passed with a motion by Jack Souders and a second by Patricia Singer.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

Q.13. Human Resources: Resolution No. 06:1819 - A Resolution of the Board of Trustees of Ocean View School District of Orange County Authorizing Teaching Assignments (Action)

Passed with a motion by Gina Clayton-Tarvin and a second by Patricia Singer.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

Q.14. Human Resources: Williams Settlement Legislation First Quarter Report 2018-2019 (Information)

Received for information.

Q.15. Superintendent's Office: FY 2019 California School Boards Association (CSBA) Delegate Assembly Nominations (Information/Action)

Trustee Clayton-Tarvin nominated John Briscoe; Trustee Briscoe nominated Gina Clayton-Tarvin.

Vote on nomination of John Briscoe:

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

Vote on nomination of Gina Clayton-Tarvin:

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell

Delegate Assembly Nominees: John Briscoe, Gina Clayton-Tarvin

Q.16. Superintendent's Office: Review of Board Bylaw and Administrative Regulation 9323 - Meeting Conduct (First Reading) (Information)

Received for information.

The Board of Trustees reviewed the suggestions from staff and discussed additional language changes.

Dr. Hansen advised that she will return this item for further review, incorporating the proposed changes agreed upon by the majority of the Board.

R. Any Other Public Communications to the Board of Trustees

Emily Anderson, parent, remarked on the need for the blue "Comment Cards" and the meeting start time.

S. Future Agenda Items (As requested by Board Members)

Trustee Westwell:
-Discussion on unneeded security guard at Board meetings

T. Board of Trustees' Roundtable

Trustee Souders thanked everyone for coming to the meeting; wished everyone happy holidays, and is looking forward to the new year.

Trustee Clayton-Tarvin commented on the need for clarification of the Board Bylaw regarding meeting conduct; commended President Briscoe for conducting an orderly meeting.

Trustee Singer thanked the audience for attending tonight's meeting; appreciated the hard work of staff; wished everyone happy holidays.

Trustee Westwell talked about the need for Comment Cards and an approximate start time for Board meetings; wished everyone a wonderful winter holiday and Merry Christmas.

President Briscoe wished everyone a Merry Christmas and Happy New Year.

U. Closed Session (if needed): None.

V. Return to Open Session/Report of Closed Session Action: n/a

W. Adjournment

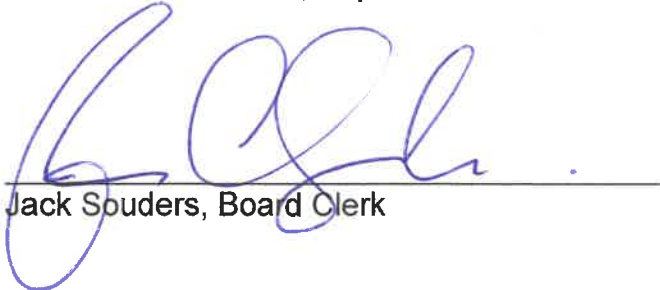
Time: 9:11 p.m.

Passed with a motion by Jack Souders and a second by Patricia Singer.

Yes John Briscoe
Yes Gina Clayton-Tarvin
Yes Patricia Singer
Yes Jack Souders
Yes Norm Westwell



Carol Hansen, Ed.D., Superintendent



Jack Souders, Board Clerk

January 8, 2019

Date