



## Ojai Unified School District Board of Education Open and Closed Session Meeting Agenda

📅 Wed June 24th, 2020

🕒 4:45pm - 9:30pm PDT

📍 Notice of Teleconference Meeting will be accessible electronically to members of the Public.

### NOTICE OF REMOTE VIEWING OPTIONS FOR MEETING

**Due to the Covid-19 "Stay at Home" mandate, The Ojai Unified School District Regular Board Meeting, scheduled for Wednesday, June 24, 2020, will be a video-conference meeting. Members of the Board and District staff will attend the meeting via video conference. The meeting will be livestreamed for the public.**

### NOTICE OF MEANS BY WHICH MEMBERS OF THE PUBLIC MAY OBSERVE THE MEETING:

Join the Meeting via District YoutubeVideo  
<https://www.youtube.com/user/adminojaiusdorg>

OR

Join the Meeting via District Facebook  
<https://www.facebook.com/ojaiusd.org>

### NOTICE OF MEANS BY WHICH MEMBERS OF THE PUBLIC MAY OFFER PUBLIC COMMENTS:

Members of the Public will continue to have the right to present public comments by clicking here to add comments:

[Make a Public Comment](#)

Comments will be received prior to the meeting and during the meeting.

This teleconference is being held in accordance with Governor Newsom's Executive Orders N-33-20 and N-29-20 respectively in regards to the COVID-19 virus.

*Welcome to a meeting of the Ojai Unified School District Board of Education. Here are a few things to know:*

- *The President of the Board will inquire if there is anyone in the audience who desires to address the board with respect to any items appearing on the special meeting agenda, or on any issue within the jurisdiction of the Governing Board. The speaker will email comments, prior to the beginning of the meeting. Individual speakers will be allowed three minutes to address the Board on each agenda or non-agenda item.*
- *In order to ensure that non-English speakers receive the same opportunity to directly address the Board, Google Translate will be used to translate any emails to the Superintendent who will receive and present the public comments in open session.*
- *Comments are greatly appreciated, however please note that the Board cannot enter into a formal discussion, nor can a decision be made on any item that is not already on the agenda. Items the Board wishes to consider for future discussion can be placed on an upcoming agenda.*

- Routine items are placed under the Consent Calendar and are approved by a single vote of the Board. When the agenda is adopted, a member of the Board can pull an item from the Consent Calendar and move the item to the agenda for discussion.
- Individuals who require special accommodation to participate in a board meeting, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent's office 48 hours prior to the meeting to enable the district to make reasonable arrangements to ensure accommodation and accessibility to this meeting.
- All documents provided within 72 hours before the meeting to members of the board concerning open session items addressed in this meeting may be viewed by the public at the Superintendent's office at the **Ojai Unified School District, 414 East Ojai Avenue**. You can also subscribe to our agenda mailing list by contacting Kathy Smith at [ksmith@ojaiusd.org](mailto:ksmith@ojaiusd.org). Open session of this meeting will be recorded and available at [ojaiusd.org](http://ojaiusd.org)

## 1 **Call Meeting to Order in Open Session at 4:45 p.m.**

Attendance:

Shelly Griffen, President

Jane Weil, Vice President

Kevin Ruf, Clerk

Michael Shanahan, Member

Thayne Whipple Member

Dr. Tiffany Morse, Superintendent

Dr. Sherrill Knox, Assistant Superintendent

Kathy Smith, Executive Assistant

- |     |   |         |
|-----|---|---------|
| 1.1 | <b>Public Comments regarding Closed Session</b>   | 5 mins  |
| 1.2 | <b>Adjourn to Closed Session</b>  | 45 mins |
|     | <ul style="list-style-type: none"> <li>■ Conference with Legal Counsel - Anticipated Litigation, Pursuant to Government Code § 54956.9 (d) a. Number of cases: One</li> </ul> |         |
| 1.3 | <b>5:30 p.m. Reconvene in Open Session</b>  | 5 mins  |
|     | Report action taken in closed session, if any.  |         |
| 1.4 | <b>Flag Salute</b>  | 5 mins  |
| 1.5 | <b>Emergency Additions/Modifications to Agenda</b>  | 5 mins  |
|     | Action  |         |
| 1.6 | <b>Approval of Agenda</b>   | 5 mins  |
|     | Action  |         |

## 2 **Approval of Minutes of the June 3, 2020, Board Meeting**

5 mins

Action

 0 6-3-20 Minutes.pdf

### 3 Recognition

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### 4 Monthly Communications

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#### 4.1 Public Comments

4.1.1 Public Comments 5 mins

#### 4.2 Employee Union Presidents' Comments

4.2.1 California School Employee Association (CSEA) president Chuck Crawford 5 mins

4.2.2 Ojai Federation of Teachers (OFT) president Angie Genasci 5 mins

4.3 Superintendent's Report 30 mins

 4.3 Superintendent's 2019-20 End of Year Report.pdf

### 5 Presentations

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5.1 Update on Reopening Plans 30 mins

Dr. Morse will provide an update on the reopening plans for the 2020-21 school year. Information will be based on plans developed by the following reopening subcommittees: 1) Bell Schedule, 2) Distance Learning, 3) Student Support, 4) Safety, and 5) Specialty Classes. Preliminary results of the parent and staff survey will also be presented.

 5.1 Reopening Plans.pdf

### 6 Information/Action Items 5 mins

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#### 6.1 Adoption of Consent Calendar

Action


6.1.1 Purchase Order - PO # 20-01288 - 20-01321, dated June 10, 2020

 6.1.1 Board PO 5.2020.pdf

6.1.2 Blanket Purchase Orders - BO# 21-00002 - 21-0003, dated June 10, 2020

 6.1.2 Board Blanket Orders.pdf

6.1.3 Purchase Order - PO # 21-00001 - 21-00005, dated June 10, 2020

 6.1.3 Board PO.pdf


6.1.4 Warrant Register - #5020035584 - 5120035752, dated June 15, 2020

 6.1.4 Check Detail.pdf

6.1.5 Deposit Detail - Report dated June 15, 2020

 6.1.5 Deposit Detail.pdf

6.1.6 **Donation Report**

 6.1.6 Donation Report.pdf

6.1.7 **Destruction of Class 3 Documents**

 6.1.7 Destruction of Class 3 documents.pdf

6.1.8 **Approval of the California Adult Education Program (CAEP) Designee**

 6.1.8 California Adult Education Program Designee.pdf

6.1.9 **2020-2021 Designation of California Interscholastic Federation Representative to League**

 6.1.9 Summary CIF Designation.pdf

6.1.10 **General Overview of Fiscal Accounts**

 6.1.10 General Overview of Accounts and Expenditures.pdf

6.1.11 **Approval of Resolution #19-20-31: Appropriation Transfers within District Funds for the End of the 2019-2020 Fiscal Year**

 6.1.11 Year end Board Agenda Appropriation transfers FY19-20.pdf

6.1.12 **Approval of Resolution #19-20-32: Appropriation Transfers within District Funds for the 2020-2021 Fiscal Year**

 6.1.12 Year end Board Agenda Appropriation transfers FY20-21.pdf

6.1.13 **Approval of Resolution #19-20-33: Declaration of Authorized Agents for Fiscal Year 2020-2021**

 6.1.13 2020-2021 Board Agenda Authorized Agents.pdf

6.1.14 **Approval of Resolution #19-20-34: Certification of Authorized Signatures for Fiscal Year 2020-2021**

 6.1.14 Board Agenda Authorized signatures.pdf

6.1.15 **Approval of Resolution #19-20-35: Certification of Authorized Agents for Bank of the Sierra**

 6.1.15 Approval of Certification of signatures for Bank of Sierra.pdf

6.1.16 **Approval of Resolution #19-20-36: Temporary Loans Between District Funds for the 2019-2020 Fiscal Year**

 6.1.16 Year end Board Agenda Temporary Loans.pdf

6.1.17 **Approval of Resolution #19-20-37: Interfund Transfers During Fiscal Year 2020-2021**

 6.1.17 Year end Board agenda for interfund transfers.pdf

6.1.18 **Approval or Ratification of Certificated Management Personnel Changes**

 6.1.18 Certificated Management Personnel Changes.pdf

6.2 **Human Resources**

6.3 **Curriculum/Instruction**

5 mins

6.3.1 **Approval of 2020 COVID-19 Operations Written Report**

Executive Order (EO) N-56-20 established the requirement that a

local educational agency (LEA) adopt a written report (COVID-19 Written Report) explaining to its community the changes to program offerings the LEA has made in response to school closures to address the COVID-19 emergency and the major impacts of such closures on students and families.

Action

 6.3.1 2020 COVID-19 Operations Written Report.pdf

#### **6.4 Business/Operations/Facilities**

##### **6.4.1 2020-2021 Budget Adoption**

Adoption of the 2020-21 budget in accordance with the legal requirements as specified in Education Code Sections 42103.

Action

 6.4.1 2020-2021 Budget Adoption.pdf

##### **6.4.2 Approval of the Citizens' Oversight Committee (COC) Annual Report**

Presentation of the 2020 Annual Bond Report completed by the Citizen's Oversight Committee.

Action

 6.4.2 Approval of the Citizens' Oversight Committee Report.pdf

##### **6.4.3 Consideration of Temporary Bond Maintenance Position**

Staff recommends the approval of a temporary maintenance position for the Measure J Bond in order to complete small summer projects in a timely and more cost-effective manner.

Action

 6.4.3 Board item for consideration 6-24-20 Bond Temporary Position.pdf

##### **6.4.4 Consideration of Bond or Parcel Tax on November Election Ballot**

The Board will receive an update from Jon Isom, Principal at Isom Advisors, about the feasibility of a ballot initiative on the November, 2020 ballot.

Discussion

 6.4.4 Summary Consideration of Bond or Parcel Tax.pdf

##### **6.4.5 Measure J Update**

Presentation - Monthly report regarding Measure J projects and finances.

Information

 6.4.5 Measure J.pdf

##### **6.4.6 Approval of the Nordhoff Athletic Court Resurfacing Contract with Finish Line Paving Inc.**

The board will receive information from Bond Manager, Alan White or Adam Dutter regarding the bid for the NHS Athletic Court Resurfacing, Project 2020-1728.

The proposal includes: Removal and replacement of existing asphalt courts, installation of new concrete entrance to the gym, expansion of concrete landing for girl's locker room, and installation of new ribbon gutter that will connect to existing ribbon gutter near the tennis courts. Staff recommends the approval of the Finish Line Paving contract in the amount of \$ 87,422.

Action



6.4.6 Nordhoff Athletic Court Resurfacing.pdf

6.4.7 **Approval of Summit School Roofing Project 2020-1406**

The board will receive information from Bond Manager, Alan White or Adam Dutter regarding two change orders at Summit School totaling \$24,740 for additional work needed due to substantive wood rot.



6.4.7 Summit School Roofing Project.pdf

6.4.8 **Approval of Topa Topa Playground Paving Contract with Finish Line Paving Inc.**

The board will receive information from Bond Manager Alan White or Adam Dutter regarding the bid for the Playground Improvement, Project 2020-1508.

The proposal includes: Removal and replacement of existing asphalt courts, installation of new basketball poles, and regrading the south edge of grass field to improve drainage and protect the asphalt. Staff recommends approval of the Finish Line Paving contract in the amount of \$130,855.

Action



6.4.8 Topa Topa Paving Contract.pdf

6.4.9 **Approval of Contract for the Matilija Playground Restoration Project with Landmark Grading & Paving, Inc. dba Quality Paving**

The board will receive information from Bond Managers Alan White or Adam Dutter regarding the bid for the Matilija Playground Restoration, Project 2020-1613.

The proposal includes: Removal and replacement of existing asphalt courts, installation of new asphalt to connect to existing ribbon gutter at the south side of the existing basketball courts, and installation of new asphalt to the north of the existing basketball courts to improve

drainage and create more outdoor space for the student/PE games.

Staff recommends the Board approve the contract with Landmark Grading & Paving, Inc. dba Quality Paving as the low bidder, in the amount of \$154,912.

Action



6.4.9 Matilija Playground Restoration Project.pdf

6.4.10 **Approval of Contract with KYA Service for the Topa Topa Carpet Replacement Project**

The board will receive information from Bond Managers Alan White or Adam Dutter regarding the bid for the Topa Topa Elementary School Act/Carpet Replacement, Project 2020-1513.

The proposal includes: Removal of carpet from all general classrooms, the main office, and the multipurpose room. Also including installation of vinyl tile throughout with carpet tile square walk-off mats at each entry door. Staff recommends the Board approve the contract with KYA Services in the amount of \$264,249.

Action



6.4.10 Topa Topa Carpet Replacement Project.pdf

6.4.11 **Approval of District-Wide Phone System Upgrade and Replacement Contract**

The Board will receive information from Director of Operations David Rogers regarding the upgrade to the District phone system.

Staff recommends the Board approve the District-Wide phone system equipment purchase and annual contract with net2phone.

Action



6.4.11 District-Wide Phone System Upgrade and Replacement.pdf

6.4.12 **Project Contract Approval Matilija Kitchen Equipment Purchase**

Staff recommends the Board approve the bid from Grady's Foodservice & Equipment in the amount of \$188,653.

Action



6.4.12 Matilija Kitchen Replacement.pdf

6.4.13 **Approval of Chromebook Purchase for 2020-21 School Year.**

Staff recommends the Board approve the purchase of 400 Chromebooks, not to exceed \$120,000 which is the encumbered amount in the technology budget.



6.4.13 Summary Chromebook Purchase\_TM.pdf

6.5 **Governing Board/Superintendent**


**6.5.1 First Reading of April 15 2020 COVID-19 Related California School Board Association (CSBA) Recommended Governing Board Policies**

The Board is asked to review, discuss, waive second reading and accept the following policies as revised:

BP4113.5 - Working Remotely

BP 6157 Distance Learning

Action

 6.5.1 First Reading Board Policies.pdf

**6.5.2 Adoption of Resolution #19-20-38: Recognizing the Fight Against Racial Injustice**

Presentation of a proposed resolution in which the Board vows to proactively work to address racial injustices in OUSD.

Staff recommends the adoption of Resolution #19-20-38: Recognizing the Fight Against Racial Injustice.

Action

 6.5.2 Resolution Fight Against Racial Injustice.pdf

**6.5.3 Discussion Regarding the Student Advisory Council**

Member Weil will lead the Board in a discussion of how to best implement the Student Advisory Council in the 2020-21 school year.

 6.5.3 Discussion Regarding Student Advisory Council.pdf

**6.5.4 Update of Board Goals**

Presentation of 2020-21 Board Goals in the area of Academic Achievement.

 6.5.4 Summary Update to Board Goals.pdf

**6.5.5 Valley Oak Charter Petition for Renewal and Memorandum of Understanding between Valley Oak Charter (VOC) and Ojai Unified School District (OUSD)**

Staff recommends the Board approve the MOU and revised charter petition.

 6.5.5 Summary VOC MOU.pdf

**6.5.6 Board Members' Report**

Discussion - Board Members have the opportunity to present information regarding items of current interest.

**6.5.7 Future Agenda Items - Parking Lot Report**

The Board is asked to discuss and potentially agendaize items for future agenda discussion.

 6.5.7 Summary Future Agenda Items.pdf



#### 6.5.8 **Adjourn Meeting**