

**VENTURA COUNTY BOARD OF EDUCATION  
MINUTES OF REGUALR MEETING OF  
OCTOBER 26, 2015**

**A. CALL TO ORDER**

1. Call to Order, Pledge of Allegiance to the Flag, and Moment of Reflection  
The Regular Meeting of the Ventura County Board of Education, Agenda No. 15-16, was called to order by Mr. Dean Kunicki, Board President at 6:00 p.m. on Monday, October 26, 2015, in the Board Room of the VCOE Conference & Educational Services Center, 5100 Adolfo Road, Camarillo. The Pledge of Allegiance to the Flag was led by Mr. Kunicki, followed by a moment of reflection.

2. Roll Call  
Trustees Present:  
Rachel Ulrich, Area 1  
Marty Bates, Area 2  
Dr. Mark Lisagor, Area 3  
Dean Kunicki, Area 4  
Dr. Ramon Flores, Area 5

VCOE Personnel Present:  
Stanley C. Mantooth, Ventura County Superintendent of Schools and Ex-Officio Secretary and Executive Officer of the Board  
Dr. Roger Rice, Deputy Superintendent, Student Services  
Dr. Valerie Chrisman, Associate Superintendent, Educational Services  
Misty Key, Associate Superintendent, Fiscal and Administrative Services  
Mary Samples, Assistant Superintendent, SELPA  
Richard Urias, Director, Charter School Support and Oversight  
Poul Hanson, Director, Facilities  
Emily Mostovoy, Executive Director, Special Education  
Tom Etchart, Director, Internal Business

Nancy Akkerman, Executive Assistant

3. Approval of Agenda.  
Mr. Kunicki stated that Agenda Item C.1 was cancelled by the appellant. Dr. Flores moved the agenda be approved as amended. Mr. Bates seconded the motion, and the motion carried unanimously (5:0).

**B. PUBLIC COMMENTS**

*The following members of the Public addressed the Board:*

1. Jerry Beckerman, Ventura County Civic Alliance, distributed copies of the State of the Region Report.

**C. HEARINGS**

1. Interdistrict Attendance Appeal Case No. 1515.  
Cancelled by the appellant.

**D. CLOSED SESSION**

None.

**E. PRELIMINARY**

1. Approval of Minutes of Regular Meeting of September 28, 2015.  
Dr. Lisagor moved the Minutes of the Regular Meeting of September 28, 2015 be approved. Ms. Ulrich seconded the motion, and the motion passed 4:0:1. Mr. Kunicki, Dr. Lisagor, Ms. Ulrich and Dr. Flores voted aye; Mr. Bates abstained.

**F. CORRESPONDENCE**

1. Emails dated October 16 and October 19, 2015, notifying the Board of an Upcoming Special Meeting.
2. Letters dated October 23, 2015, from Michael Powers, Clerk of the Board of Supervisors, to all VCOE authorized Charter Schools, regarding required Conflict of Interest Policy.

**G. PRESIDENT’S AND BOARD MEMBERS’ REPORTS**

1. Ms. Ulrich reported that she attended the recent VCSBA Dinner meeting.
2. Dr. Flores reported that he also attended the VCSBA Dinner meeting. The presentation on Student Absenteeism was fantastic. Dr. Flores stated that he participated as a panelist for a recent VC Innovates on Engineering. Dr. Morse gave an exceptional speech. He will be attending the Gateway Back to School Night.

**H. SUPERINTENDENT’S REPORT**

*Mr. Mantooth reported on the following activities of the Office:*

1. Board Policy, Administrative Regulation and Exhibit 1340, Records. The Board has an existing Board Policy on Public Records requests. A companion Administrative Regulation and Exhibit have been developed to assist in guiding the public with these requests. There have been a large number of requests lately.
2. Two CAPA High School Students won the “Book Mark Design” contest at the Camarillo Library.

3. The Board was recently informed that CCBE will be hosting Board Governance workshops. Dr. Flores asked if there were sufficient funds in the Board's travel/conference budget for Board members to attend. Mr. Mantooth noted that there is approximately \$7,000 remaining of the \$13,000 travel/conference budget.

**I. LEGISLATIVE REPORT**

None.

**J. CONSENT/ACTION**

1. Travel Expense Claim
2. Temporary County Certificates
3. Disposal of Property
4. Budget Calendar
5. Williams and Valenzuela CAHSEE Quarterly Report to County Board of Education
6. Annual Review of Williams/Valenzuela Countywide Visitations Report for 2014-15 School Year

Dr. Lisagor moved that Consent Items 1-6 be approved. Mr. Bates seconded the motion, and the motion carried unanimously (5:0).

**K. PRESENTATIONS**

None.

**L. DISCUSSION/INFORMATION/ACTION**

1. Annual Programmatic Audit Presentation by Meadows Arts and Technology Elementary School (MATES) Charter  
Brenda Priske, Executive Director, presented the MATES Annual Programmatic Audit.

Student Enrollment has increased by 20 students (5 per K-3 grades). 20 more students will be added next year and the year following. The increased revenue was used to hire a PE Specialist, to expand the Dance program, and to provide a salary increase for teachers.

Student Ethnicity continues to be consistent with the community. Lottery priorities are siblings, former Meadows boundary students, Conejo School district students, then the general student population. Outreach efforts continue.

Student enrollment data indicates that 7% are English Language Learners, 9% Special Education, 3% SocioEconomically Disadvantaged, and 3% GATE.

Test Results. Smarter Balanced assessments have been implemented. 74% of students meet or exceed standards in Mathematics; 73% in English Language Arts. An RtI Specialist has been hired for 4 hours per day to provide additional support to students. A new Standards Based report card has been developed. There will be a transition time for the parents. My Math has been adopted; Teachers attend professional development on Math standards.

LCAP GOAL 1: Students will increase their reading comprehension as measured by grade level benchmark assessments. By March, 2015, 80% of students will score proficient or better on grade level benchmark assessments. 77.53% reached this goal.

LCAP GOAL 2: Students in grades K-3 will increase reading accuracy and fluency. 80.85% reached this goal.

LCAP GOAL 3: Students will increase their proficiency in Mathematics. 84.5% scored proficient or better on grade level benchmark assessments.

Increase Parent Participation in school governance: Parent Participation in school governance has increased by 10%. Parent participation on committees and attendance at Principal's Coffees improved by 10% this year.

Parent Climate Surveys: 91 - 95% were positive.

Current staffing includes a part time psychologist, speech pathologist, and teachers. An Assistant Director has been added.

Budget remains fiscally solvent with an adequate reserves and healthy multi-year projections.

Mr. Kunicki questioned the waiting list. Ms. Priske noted that the campus is at capacity. There are no plans to move the campus.

Ms. Ulrich questioned the past CAASSP test results which show lower test scores for English Language Learners and Socio-Economically Disadvantaged students. What efforts will be made to assist these specific students? Ms. Priske responded that much of the LCAP funds are going to support the RtI staff member and her efforts to assist the students.

Dr. Flores questioned the computer testing. It went well, but takes longer than expected.

Mr. Kunicki asked if there is anything the Board can do to assist? Ms. Priske noted that MATES has an excellent relationship with the County Office of Education staff and they feel they can ask questions anytime they need assistance. Ms. Priske invited Board members to visit the MATES campus.

2. Award of Contract for Design/Build Energy Efficiency and Proposition 39  
Mr. Mantooth noted that Prop 39 provides additional funds for schools to perform analysis of energy efficiency and possibly to implement recommended changes and upgrades. Ms. Key noted that the Office recently solicited bids for the designing and building of Energy Efficiency and Proposition 39 efforts for VCOE schools. The RFP focused on a contractor who could handle the full project, from design to build.

Mr. Hanson reviewed the responses to the RFP and recommended that the Board award the contract to Highlands Energy. VCOE anticipates receiving approximately \$250,000 in funding for this project. Those funds would hopefully be leveraged to complete even more energy efficiency projects. Solar is outside the Prop 39 project guidelines. Prop 39 is geared towards retrofits of existing projects. No more than 20% of the funds can go towards planning. The work must pay for itself in savings.

Ms. Ulrich questioned who would monitor the energy efficiency and savings. Bright Ideas will plan the project and assist in monitoring the contractor. The goal is to generate as much energy savings as possible and then look at energy generation. Mr. Mantooth noted that if there is a bond issue passed and fund provided for the new Special Education facility adjacent to the Conference Center, VCOE would hope to utilize a portion of those funds for solar energy generation.

Ms. Ulrich moved the Board award a design/build contract to Highlands Energy Solutions. Dr. Flores seconded the motion, and the motion carried unanimously (5:0).

3. Request to Approve a Waiver of the Career Technical Education and Computer Literacy Graduation Requirements for Student #15021870

Mr. Mantooth noted that the Board has the opportunity to assist a student caught in a procedural issue between the Penal system and the Education system. In Ventura County, special education students who are 18-22 years old still receive services while incarcerated. Aran Burke was originally the service provider. With his matriculation to a Principal position, Mr. Suzanne Reed now provides these services.

Special Education Student #15021870, attending Providence Post-Secondary School, has recently completed all graduation requirements except for the Career Technical Education and Computer Literacy requirements. Both of these requirements would necessitate access to computers and the internet. Due to limitations on such access inside the adult detention facility, students do not have the necessary access to such equipment. Board Policy 6146.1 grants the Board the right to grant a waiver.

Dr. Lisagor moved the Board approve the waiver of the Career Technical Education and Computer Literacy graduation requirements for Student #15021870. Dr. Flores seconded the motion, and the motion carried unanimously (5:0).

Dr. Rice noted that Suzanne Reed was recently honored by the Juvenile Justice Delinquency Prevention Council for her service to the students. Last year, Aran Burke received this same award. Mr. Kunicki asked that staff prepare a congratulatory letter from the Board.

4. First Reading and Possible Adoption of Revisions to Board Policy 5145.3, Non-Discrimination, Harassment, Intimidation or Bullying of Students  
Mr. Mantooh noted that although Board Policy 5145.3, Non-Discrimination, Harassment, Intimidation or Bullying of Students, was updated one year ago, aspects of bullying continue to evolve and necessitate these additional revisions. Dr. Rice noted that Ms. Mostovoy will also be working on a companion Administrative Regulation in the future.

Ms. Mostovoy noted that the focus of the updates was to include and define cyberbullying; describe strategies for prevention, intervention and training for students, staff and stakeholders; and define a confidential process for students and staff to report bullying in a timely manner. A report form will be developed that can be submitted confidentially. The investigative process will mirror that of the Uniform Complaint procedure.

Students and parents will be notified via annual notices included in the Parent Handbook. Gateway School students will receive this information during the transition program. Our approach is based on building relationships with the students. Students come to a welcome room every day. Students check in every day providing their teachers with an opportunity to see how they are feeling before the school day begins.

The office does have an 800-WE-TIP number and a notification form that could be filled out by computer may be posted to the office website as well.

Dr. Flores moved the Board waive the second reading and approve revisions to Board Policy 5145.3, Non-Discrimination, Harassment, Intimidation or Bullying of Students. Ms. Ulrich seconded the motion, and the motion carried unanimously (5:0).

5. Adoption of Special Board Meeting, Tuesday, December 8, 2015, 4:30 p.m., for Purpose of holding a Joint Meeting with Ventura County Community College District Board of Trustees  
On September 23, 2013, the Ventura County Board of Education and the Ventura County Community College District Board adopted a joint resolution confirming their commitment to collaborate in providing expanded services to the students of Ventura County.

Mr. Mantooth reported that early in September, the Ventura County Office of Education and the Ventura County Community College District Leadership Teams met to discuss existing and future areas of collaboration for the benefit of Ventura County students.

It is anticipated that a Special meeting of the Ventura County Board of Education and the Ventura County Community College District Board of Trustees will be held for the purpose of discussing these future areas of collaboration. Ms. Ulrich asked for data on how many credits Career Education students are entering the community colleges with.

Mr. Bates moved the Board hold a Special Meeting on Tuesday, December 8, 2015, at 4:30 p.m. at the Ventura County Community College District Office, 255 West Stanley Avenue, Ventura. Dr. Lisagor seconded the motion, and the motion carried unanimously (5:0).

Mr. Mantooth noted that the Board has also been invited to take part in an informal reception / networking event from 4:00 – 4:30 p.m., prior to the formal meeting.

**M. BOARD MEMBER COMMENTS**

1. Ms. Ulrich noticed that per the Budget Study Sessions, there are tentatively only two budget study sessions for 2016.

**N. FUTURE AGENDA ITEMS**

1. One to Two-day VCBE Tour of VCOE Facilities (TBD).
2. Charter School Annual Programmatic Audits  
River Oaks – November; Bridges – December.
3. Charter School Annual Programmatic Audit and Renewal Request  
Ventura Charter – January 2016.

**O. FUTURE MEETINGS**

Date: Monday, November 23, 2015  
Time: 6:00 p.m.  
Location: 5100 Adolfo Road, Board Room, Camarillo  
Purpose: Regular Meeting of the Board

Date: Monday, December 7, 2015  
Time: 6:00 p.m.  
Location: 5100 Adolfo Road, Board Room, Camarillo  
Purpose: Annual Organizational Meeting of the Board

Date: Tuesday, December 8, 2015  
Time: 4:00 p.m. Reception / 4:30 p.m. Meeting Time Certain  
Location: Ventura County Community College District Office  
255 West Stanley Avenue, Ventura  
Purpose: Special Meeting of the Board

**P. ADJOURNMENT**

The meeting adjourned at 7:30 p.m.

APPROVED BY BOARD ACTION NOVEMBER 23, 2015

*Board meetings are recorded by audio tape pursuant to Government Code Section 54953.5(b).  
Copies of these audio tapes are available by request to this office at (805) 383-1900.*