

**VENTURA COUNTY BOARD OF EDUCATION
MINUTES OF REGULAR MEETING OF
April 23, 2007**

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. 07-08, was called to order by Mr. Marty Bates, President, at 6:03 p.m. on Monday, April 23, 2007, in the Conejo Room of the Administrative Services Center, 5189 Verdugo Way, Camarillo. The Pledge of Allegiance to the Flag was led by Mr. Bates and followed by a moment of reflection.

2. Roll Call
Trustees Present:
Mary Louise Peterson, Area 1
Marty Bates, Area 2
Chris Valenzano, Area 3
Dean Kunicki, Area 4
Ron Matthews, Area 5

VCOE Personnel Present:
Stan Mantooh, Associate Superintendent, Administrative Services
Nancy Manley, Executive Assistant to Dr. Weis
Dr. Cary Dritz, Associate Superintendent, Student Services

Mr. Mantooh reported that Dr. Weis was in Washington D.C., and unable to attend tonight's meeting.

3. Approval of Agenda
Mr. Valenzano moved the agenda be approved. Mrs. Peterson seconded the motion, and it carried 5:0.

B. PUBLIC COMMENTS

1. *Mr. Carl Olson, Woodland Hills Resident*
Mr. Olson addressed his request that the Board support a petition for rule-making on a warranty on accuracy in textbooks.

C. HEARINGS

None.

D. CLOSED SESSION

None.

E. PRELIMINARY

None.

F. CORRESPONDENCE

1. Letter from John Fonti, dated April 6, 2007, regarding Lawsuit regarding Board Member Marty Bates.
2. E-mails from various PVSD parents regarding Camarillo Academy of Progressive Education Charter school petition.

G. PRESIDENT'S AND BOARD MEMBERS' REPORTS

1. Mrs. Peterson reported that the CCBE Legislative Conference will focus on three areas: support along with CSBA the modification to CAHSEE (AB129 and SB123 which request multiple measures); SELPA Equalization bills; and declining enrollment relief. CCBE will be strongly opposing SB802 which would restrict the students that community day schools can serve to only those who are homeless or 16-18 years old.
2. Mrs. Peterson further reported that she attended the EdSource Forum on School Finance, during which a summary of the Adequacy Studies, "Getting to Facts" was given. She will present a report at a future meeting. One suggestion in the Adequacy Study was a better statewide data gathering system to assist in drawing accurate conclusions about student achievement. There is also a need for efficiency and a reduction in the number of categoricals; but, unless the funding is increased, results will be minimal. The implementation of Career Technical Education will be extremely costly.
3. Mr. Kunicki reported that he has submitted to legislators requests for over \$30 million in funding. These submissions were strictly placeholders and requests will be modified and fine-tuned by the lobbyists. Mr. Kunicki noted that Dr. Weis is currently visiting some legislators in Washington D.C. with representatives of Anchor Consulting, LLC. Mr. Kunicki requested that in the future, that the Board be invited to attend trips such as this.

It has become apparent that the proposed efforts to equalize funding for ROP would not move forward. This bill will be moved to the financial side, rather than the education community. He and Mr. Bates will be traveling to Sacramento on Wednesday.

Mr. Kunicki requested that, in future years, the Board establish priority areas in conjunction with lobbyist efforts. The Subcommittee, Dr. Weis and staff will be meeting with the lobbyists to perform a Targeted Capability Report.

Mrs. Peterson requested frequent reports from the Subcommittee. She stated that she had some concerns regarding the process, but she appreciates the information that the Subcommittee has provided.

4. Mr. Valenzano reported that in recent newspaper articles, LULAC came out in support of the Unification issue. In addition, the appeal filed by Val Rains was heard by the State Board of Education last month. Mr. Mantooth clarified that the SBE took action to hear Mrs. Rain's appeal in conjunction with the appeal submitted by Oxnard Union High School District. It is anticipated that these appeals will be heard in July.

H. SUPERINTENDENT'S REPORT

None.

I. LEGISLATIVE REPORT

None.

J. CONSENT/ACTION

1. Temporary Certificates
2. Disposal of Property

Mr. Valenzano moved the Board approve Consent Items 1 and 2. Mr. Kunicki seconded the motion, and it carried 5:0.

K. PRESENTATIONS

None.

L. DISCUSSION/INFORMATION/ACTION

1. New Conference Center, Disposition of Unimproved Space
Per the agenda, as originally designed and bid for construction, the new Conference and Educational Services Center Included approximately 10,000 square feet of "shelled space" for future tenant/VCOE use not included in the original construction contract. During the course of construction, the Office has experienced continued growth in program responsibility and attendant staffing in the Educational Services Department, to the extent that additional space in the new facility will be required within the next 12 to 18 months. Mr. Mantooth noted that additional information was provided in the explanatory materials.

Mr. Mantooth reported that staff recently met with Chuck Engle, the real estate broker who was involved in the purchase of the property. During the meeting, staff members solicited Mr. Engle's input on what would need to be done to the unimproved portion of the building in order to better attract a tenant. Mr. Engle noted that it is expected that the owner will provide the build-out of major building systems and components, while the interior walls, furniture and equipment is normally left to the tenant.

Staff is requesting that the Board allow staff to move forward with a construction bid that would allow the space to be ready for any tenant. This would allow the Office to better analyze the amortization of cost. Staff is not prepared to discuss specific tenant candidates, but instead has provided general information, vacancy rates, and area lease rates.

Mr. Bates noted that he has been in contact with staff from Supervisor Linda Parks office and they would like the opportunity to rent a space such as this. In addition, his research has indicated that property in Ventura County leases for approximately \$1.40 to \$1.80 square foot. If the Office were to rent out the full 9,000 square feet, that would be \$160,000 per year. This could be a possible income source.

Mr. Bates stated that the information provided on leased space in this area was inadequate. He asked that the Office speak with rental agencies that have clients that are looking in this area. One of the problems with the spaces currently available for rent in this area, is that the facilities are large buildings, rather than office space such as this. Mr. Bates noted that the original plan for the unimproved space was to provide an income flow, not necessarily to house staff.

Mr. Valenzano stated that he is concerned that between March and now, the facility has been fully compromised due to the growth of staff. Mr. Valenzano spoke with a couple of realtors and found that 5150 Verdugo Way is renting office space for \$2.20 per square foot. The average for a full service gross would be \$1.90 to \$2.30 per square foot. He did not feel the numbers provided in the explanatory materials represented a true range for this area. In his discussions with realtors, he questioned the likelihood of renting the space. The realtor noted that the rents have been going up. Mr. Valenzano expressed a concern that the Office has not performed due diligence and research into this issue. Board members are finding interested parties and this should be explored. In addition, he would like to bring in a realtor and have them tour the facility.

Mr. Kunicki indicated that he sees two different issues: what does the Office need to do to complete the building; and what is the Office going to do about a possible tenant. Mr. Mantooth responded that the Office is requesting authorization to bid the major building systems that will make the space habitable, so that cubicles or even walls could be installed per the eventual tenant's specifications. The Board discussed whether this is cost effective and what this would include i.e. suspended ceilings, lighting, finishing of exterior walls, etc.

Mrs. Peterson suggested that a strategic plan / master plan be developed. There seems to be confusion as to the intent of the unfinished space; is it to be a revenue stream or a location of additional staff.

Mr. Valenzano noted that the information provided in the Board packet indicates that the reason for the contract is to finish the unimproved space for staff.

Mr. Mantooth clarified that when the building was originally designed, the additional square footage was designated for future growth of the Office, and that while that growth was materializing, the Office could find a tenant to provide income. The Office had always anticipated that its staff would eventually migrate into that space. In the original drawing for the Conference Center, SELPA was housed in another office area of the facility. This was at no cost to SELPA. Since the project began, Teacher Support has grown and has taken the space that was originally allotted for SELPA. A change order was brought to the Board over one year ago to modify the space due to the maximization of space and growing needs of VCOE.

The Office has now identified a need for an additional 4,000 square feet for staff. The Office had proposed, at a previous meeting, that the remaining 6,000 square feet be utilized to house SELPA. Due to concerns from the Board, staff has postponed a proposal to house SELPA in this area.

Mrs. Peterson noted that it is incumbent upon staff to provide full background information in order for Board members to be relying on fact, rather than memory. She requested that staff anticipate what documentation is needed in order for the Board to make appropriate decisions. Mr. Bates agreed that more information should have been provided in order for the Board to make an intelligent decision.

Mr. Kunicki moved that the Board table this item until the next meeting, and assign Mr. Valenzano to work with Dr. Weis and staff to produce a report suitable for the Board to make a decision on. Mr. Valenzano seconded the motion.

Mr. Valenzano noted that SELPA is currently paying \$0.65 per square foot in their current location. This increase will be passed on to the local school districts. His recollection is that the Board asked over a year ago if the size of the building is sufficient. The Board intended to use this portion of the facility as a money generator to help pay for the facility.

Mrs. Peterson asked why SELPA needs this space rather than other locations. The SELPA could take immediate advantage of the meeting rooms that are for rent within the facility. The district superintendents endorsed the moving of the SELPA with the increase in cost with the understanding that it would benefit SELPA to be in this location. Mr. Bates noted that this is a real estate decision and therefore is the authority of the Board.

Mr. Bates called for the vote and the motion passed 5:0.

2. Change Order No. 11 to Viola Constructors for Construction of the Ventura County Office of Education, Conference & Educational Services Center
Mr. Mantooth reported that Change Order No. 11, dated April 2 2007, includes a deductive change for eliminating window blinds in the future office area and additive changes for additional furring, gypsum board and trim to improve transitions between adjacent interior surfaces and additional irrigation sleeves under exterior concrete surfaces. This change order includes no additional contract days. It is anticipated that the Conference Center will be substantially completed by May 1, 2007. Mr. Matthews moved the Board approve Change Order No. 11 to Viola Constructors. Mrs. Peterson seconded the motion, and it carried 5:0.

3. Change Order No. 1 to Digital Networks for Audio/Visual for the Ventura County Office of Education, Conference & Educational Services Center
Mr. Mantooth reported that Change Order No. 1, dated March 29, 2007, includes an additive change for labor and materials to provide an additional 40" LCD display in the Reception Area. The total cost is \$3,400. Mr. Valenzano questioned which portion was for the LCD itself and which was for the connections. Mr. Mantooth noted that \$2351 is for the LCD display, \$174 is for the speakers; \$203 is for the mounting brackets. It is not possible to compare this price with the original bid, as unit pricing was not provided for the original three LCDs. The design consultant has stated that the equipment is reliable and not substandard equipment.

Mr. Matthews moved the Board approve Change Order No. 1 to Digital Networks for Audio/Visual for the Ventura County Office of Education, Conference & Educational Services Center. Mrs. Peterson seconded the motion, and it carried 5:0.

4. 2007-08 School Year Calendars for VCOE operated Court & Community Schools, Regional Occupational Program, and Special Education Program
Dr. Dritz reported that the Ventura County Office of Education operated Court & Community Schools, Regional Occupational Program, and Special Education Program are housed in a variety of locations throughout the county. Due to testing, graduation, professional development, and numerous vacation schedules throughout the county, staff has made every effort to align start and stop dates as closely to that of their home districts as possible.

Mr. Kunicki moved the Board approve the 2007-08 School Year Calendars for the Ventura County Office of Education operated Court & Community Schools, Regional Occupational Program, and Special Education Program. Mrs. Peterson seconded the motion, and it carried 5:0.

M. BOARD MEMBER COMMENTS

1. Mr. Valenzano questioned whether it would be possible to set up an internet based system where staff could possibly listen from their offices. Mr. Mantooth noted that there will be the capability in the new Conference Center to televise the meetings, so there would be the potential for staff to view the meeting from their computers.

N. FUTURE AGENDA ITEMS

1. Resolution to Transfer the Duties and Powers from the Ventura County Committee on School District Organization to the Ventura County Board of Education (June, 2007).
2. Approval of April 13, 2007 Minutes (May 21, 2007).
3. Adoption of Science Textbook (June 28, 2007).
4. Report on VCOE Preparedness Plan for Pandemic Avian Flu (Requested by Mr. Kunicki / TBD).
5. EMT Program Offered through ROP (Requested by Mr. Valenzano / TBD).
6. Framework for Developing a Superintendent's Performance Review (TBD).

Mrs. Peterson noted that there is a meeting scheduled for Dr. Weis and the Subcommittee.

O. FUTURE MEETINGS

Mr. Bates reported that he will be traveling from May 13 – 28, 2007. Mr. Valenzano has received notification that he will be on deployment on May 14th. He requested that the Board cancel the May 14th meeting and instead hold a Special Meeting for the Budget Study Session on May 21, 2007, from 1:00 – 5:00 p.m. The Regular Meeting of May 21, 2007 will follow at 6:00 p.m. Mrs. Peterson noted that she will not be available until 5:00 p.m. on May 21, 2007. It was determined that staff will distribute the explanatory materials for the Board Budget Study Session to the Board on May 9, 2007, in order to allow ample time for review.

Mr. Kunicki moved the Board cancel the May 14th meeting and that a Special Meeting for the Budget Study Session be held on May 21, 2007, 1:00 – 5:00 p.m. The Regular meeting will follow at 6:00 p.m. and this meeting will be extended to 10:00 p.m. Mr. Matthews seconded the motion, and it carried 5:0.

Date: **Monday, May 21, 2007** (*All Day Budget Study Session*)
Time: **1:00 – 5:00 p.m.**
Location: 5189 Verdugo Way, Conejo Room, Camarillo
Purpose: **SPECIAL Meeting of the Board**

Date: **Monday, May 21, 2007**
Time: **6:00 – 10:00 p.m.**
Location: 5189 Verdugo Way, Conejo Room, Camarillo
Purpose: Regular Meeting of the Board

Date: Friday, June 8, 2007
Time: 8:00 a.m.
Location: 5189 Verdugo Way, Conejo Room, Camarillo
Purpose: Regular Meeting of the Board

Date: **Thursday, June 28, 2007**
Time: 6:00 p.m.
Location: 5189 Verdugo Way, Conejo Room, Camarillo
Purpose: Regular Meeting of the Board

BOLD denotes modified schedule

P. ADJOURNMENT

The meeting adjourned at 7:46 p.m.

Approved as Amended by Board Action on 5/21/07.

*Board meetings are recorded by audio tape pursuant to Government Code Section 54953.5(b).
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