

**VENTURA COUNTY BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING OF  
November 26, 2018**

**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 18-16, was called to order by Rachel Ulrich, Board President at 6:00 p.m. on Monday, November 26, 2018, 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 Ms. Ulrich, followed by a moment of reflection.

2. Roll Call

Trustees Present:

Rachel Ulrich, Area 1

Marty Bates, Area 2 – *Absent*

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

Misty Key, Associate Superintendent, Fiscal and Administrative Services

Dr. Antonio Castro, Associate Superintendent, Educational Facilities

Emily Mostovoy-Luna, Assistant Superintendent, SELPA

Julie Judd, Chief Technology Officer

Poul Hanson, Director, Facilities

Marlo Hartsuyker, Director, Charter Schools

Dave Schermer, Director of Communications

Nancy Akkerman, Senior Executive Assistant

Manny Ruiz, Facilities Technician

3. Approval of Agenda

Mr. Kunicki moved the agenda be approved. Dr. Lisagor seconded the motion, and the motion carried upon a unanimous vote of those Board members in attendance (4:0). Mr. Bates was absent.

4. Reception for Departing Board Trustees: Marty Bates and Dean Kunicki

Mr. Mantooth and Ms. Ulrich presented Mr. Kunicki with a plaque commemorating his 14 years of service on the Board. He consistently showed tremendous interest in our students and the programs VCOE provides. He has acted in accordance with our mission and has well served as a single member of a five member Board.

Dr. Flores expressed his support for Mr. Kunicki's decision making processes and his ability to always find common ground.

Ms. Ulrich expressed her appreciation for Mr. Kunicki and his constant support. She always respected his ability to articulate and think through his decisions and his eagle eye when it came to budgetary matters.

Dr. Rice thanked Mr. Kunicki for his interest in each and every student program. Mr. Kunicki called and emailed more than any Board member and asked hard, pressing questions always with an eye of support rather than an eye of criticism.

Ms. Key expressed her thankfulness for Mr. Kunicki's probing questions regarding the budget. She thanked him for his service to the Board and VCOE.

Mr. Kunicki noted that his main focus has always been to support parents in their choices for their children and in ensuring that there is adequate funding reserves to support teachers' salaries. He is proud that VCOE teachers have never been given RIF notices. He expressed his appreciation for Mr. Mantooth and Ms. Key and their wise management of the budget. He has enjoyed watching the Board mature; and how they never brought their individual politics to the Board. Together the Board was truly non-partisan. He thanked the staff for always being there to support the Board. He expressed his compliments to Mr. Mantooth, Dr. Rice, and his fellow Board members – everyone was excellent to work with.

**B. PUBLIC COMMENTS**

None.

**C. HEARINGS**

None.

**D. CLOSED SESSION**

None.

**E. PRELIMINARY**

1. Approval of Minutes of Regular Meeting of October 22, 2018

Mr. Kunicki moved the Minutes of the Regular Meeting of October 22, 2018 be approved. Dr. Lisagor seconded the motion, and the motion carried upon a 3:0:1 vote; with Ms. Ulrich, Dr. Flores and Dr. Lisagor voting aye; and Mr. Kunicki abstaining. Mr. Bates was absent.

2. Approval of Minutes of Special Meeting of October 23, 2018

Dr. Lisagor moved the Minutes of the Special Meeting of October 23, 2018 be approved. Dr. Flores seconded the motion, and the motion carried upon a 3:0:1 vote; with Ms. Ulrich, Dr. Lisagor and Dr. Flores voting aye; and Mr. Kunicki abstaining. Mr. Bates was absent.

**F. CORRESPONDENCE**

1. CCBE Core Newsletter

The newsletter includes a message from the current President.

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

1. Mr. Mantooth noted that Board Trustee travel packets for the CSBA Conference are at their desks. Dr. Rice will be traveling with the Board in his absence.
2. Dr. Rice noted that the Special Populations conference is an opportunity to share best practices among all special population programs.
3. Dr. Lisagor attended the Education Summit this morning. It was an amazing presentation by the P-20 Council.
4. Dr. Flores reported that he too attended the Education Summit. The Presidents of CLU, CSUCI, VCCCD and Mr. Mantooth who provided a very rich discussion of the capacity of education in Ventura County.
5. Ms. Ulrich was also able to attend a portion of the Education Summit.

**H. SUPERINTENDENT'S REPORT**

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

1. Education Report includes information from the Community Colleges and CLU and CSUCI. The emphasis is on preparing students for college and careers.
2. Departing Board members are now required to complete a leaving office Form 700, Conflict of Interest. Forms were provided to Mr. Kunicki and will be mailed to Mr. Bates.

**I. LEGISLATIVE REPORT**

None.

**J. CONSENT/ACTION**

1. Mileage Reimbursement Claim
2. Temporary County Certificates

Dr. Lisagor moved the Board approve Consent Items 1-2. Mr. Kunicki seconded the motion. The motion carried upon a unanimous vote (4:0).

**K. PRESENTATIONS**

None.

**L. DISCUSSION/INFORMATION/ACTION**

1. Annual Programmatic Audit Presentation by Vista Real Charter High School  
On May 25, 2005, the Ventura County Board of Education approved the charter petition for Vista Real Charter High School (VRCHS). On September 22, 2014, the Board approved the renewal of the VRCHS including the development of a new Memorandum of Understanding acceptable to Vista Real Charter High School, the Ventura County Board of Education, and the Ventura County Office of Education.

Dr. Rice noted that in alignment with Education Code, charter schools provide an annual programmatic presentation that reflect the areas of interest to the Board. VRCHS has been very responsive to our requests for information.

Ms. Hartsuyker introduced representatives from VRCHS including Corinne Manley, Regional Vice President; Jon Oates and Sharie Strasburger, VRCHS Principals. Ms. Manley thanked the Board for their insightful input over the years.

VRCHS operates seven sites throughout the county. Everyone is welcome to attend, they have no waiting list, they do serve students under active expulsion. VRCHS is an ASAM school with 74% of students qualifying for at least one designation under DASS.

Enrollment has declined. The average age of students is 17 years old, is over one year behind in credits, has been out of school for 80 days, is at a 6<sup>th</sup> grade reading level and a 5<sup>th</sup> grade math level. Ethnic diversity is very close to that of Ventura Unified and Oxnard Union High School District. Special Education population is approximately 18%. VRCHS does accept all students with IEPs. ELL is 75%.

Student Success was discussed. There are many options for Credit Recovery including, students attending Summer Intersession program. Students can graduate from VRCHS or return to their home school. Credit recovery courses are assigned with district approval based on what classes the student needs to take. VRCHS also provides credit recovery summer school in coordination with local school districts including Oxnard Union High School District and Simi Valley Unified School District. This demonstrates the quality coordination between VRCHS and local school districts.

There have been zero expulsions since VRCHS opened, and one suspension in the 2017-18 school year. School Safety Plans have been updated to include strategies for active shooters. Financials are included in a separate document.

#### LCAP Goal Review.

##### Goal 1: Increase Student Retention

Retention rate is increasing. 85% attendance goal has been met. ADA for 2017-18 was affected by the Thomas Fire. Efforts to increase student retention include helping students adjust to the independent study environment; providing formal interventions; employing five counselors who provide a wide variety of services; three student retention support specialists who meet with students and parents including home visits; increased and improved course options; increased extracurricular involvement; and increased student recognition.

Goal 2: Increase Student Credit Completion toward a High School Diploma  
30.5% of ELL students are reclassified; 136 students graduated in 2015-16, and 202 students graduated in 2017-18.

### Goal 3: Academic Achievement

Reclassification rate for ELL exceeds the Statewide average; continual revisions to curriculum; Biannual assessments are given; small group instruction; Read 180 and Math 180 have recently been launched for reading and Math assistance; small group instruction provided to 3-6 students; and free tutoring at all sites. Virtual tutoring is also provided.

### Goal 4: Improve student Basic Skills in Computer Literacy

All students are required to enroll in a computer course

### Goal 5: Students will gain College and Career Readiness

CTE course enrollment has increased from 146 to 888. An academic plan with CTE included is provided to each student. Students take the CAASPP test in ELA and Math. 59% of students who were considered seniors at the beginning of the year, graduated in June. Every student takes a Computer Literacy and a Professional Skills course which includes a virtual job shadow component; partnership with WIOA; and work closely with CEC. Mock interviews are held.

### Goal 6: Increase Stakeholder Involvement

Continue to hold Open Houses, Awards Nights, and parent conferences twice a year. 99% of students report that they feel safe and connected at school.

Student Satisfaction efforts were reviewed. Mr. Kunicki applauded the effort of student Pathways field trips. It's important that students learn there is a greater world out there.

Parent Satisfaction efforts were also reviewed. Frequent communication is provided. School postcards, open houses, awards nights, parent conferences each semester. Community Connections are also important. Counselors from surrounding districts are invited to tour the facility.

Dr. Flores asked about the ethnicity data. He asked that in the future, VRCHS report what percentage of students come from OUHSD, VUSD, Simi Valley, Fillmore, Santa Paula. Dr. Flores asked that additional data be provided regarding where students are going after graduation – military, community college, career? Dr. Flores expressed his appreciation for the number of counselors provided. Does VRCHS share best practices with other school districts / charter schools?

VRCHS representatives responded that site specific ethnic data will be provided in the future, as will information on where students are going. This is the first year the data was gathered. They do meet with other charter schools and share best practices. Collaboration with local school districts will continue.

Ms. Ulrich asked about the Pathways field trips. Why that name? VRCHS noted that is the name of the third party group that plans the trips. Students are chosen via teacher recommendations, and interviews with school administrators. Student readiness to be away from home is important; students learn from hands on experiences; and teachers need to be trained as well.

Ms. Ulrich asked about the ending balance. Is there a plan to utilize the increasing fund balance? VRCHS is working to determine how to best utilize the funds for the students – increased counselors, course offerings, etc.

2. Memorandum of Understanding between Vista Real Charter High School (VRCHS) and the Ventura County Board of Education

Mr. Mantooth noted that charter school MOUs are a living document that can change based on new laws, new programs, etc. Dr. Rice noted that the effort is to have all MOUs have consistent language. The nature of the changes include updating language on discrimination, having adequate insurance coverage; limiting purchase requisitions to be in line with the program offered; and adding fiscal control language. Original MOUs were very onerous and directive. VCOE staff has tried to reduce this to a degree and continue to do the work of serving students.

Ms. Hartsuyker noted that the process of updating the MOU has been ongoing. Changes include a statement of the term of the charter; a statement noting that the MOU will remain operational through any closure procedures; site locations were clarified; proof of insurance must be provided annually; a reporting timeline was developed and included as Addendum A. Language directing what curriculum is needed was replaced with a general statement. Language on expulsion appeals was added.

Dr. Flores expressed his appreciation for the work. It reflects the transition to a governing board rather than a founding board.

Mr. Kunicki noted that the strength of our MOU has contributed to the strength of our charter schools. VRCHS has long been a shining example of Charter Schools. He commended their work

Mr. Kunicki moved the Board approve the Revised Memorandum of Understanding between Vista Real Charter High School and the Ventura County Board of Education and the Ventura County Office of Education as presented. Dr. Flores seconded the motion, and the motion carried upon a unanimous vote of those in attendance (4:0).

**M. BOARD MEMBER COMMENTS**

1. Dr. Lisagor wished Mr. Kunicki well in his future endeavors.
2. Dr. Flores stated that Mr. Kunciki and he have had a wonderful 10 years together.
3. Ms. Ulrich echoed her thanks for Mr. Kunicki's service, insight and support.

**N. FUTURE AGENDA ITEMS**

1. Review of Objectives in Support of Ventura County Board of Education Goals (January – February 2019)

2. Charter School Annual Programmatic Audits:  
MATES – January 2019  
Bridges Charter School – February 2019  
River Oaks Academy – March 2019  
Ventura Charter School – March 2019
3. Charter School Renewals:  
MATES – January / February 2019

**O. FUTURE MEETINGS**

Date: Monday, December 10, 2018  
Time: 6:00 p.m.  
Location: 5100 Adolfo Road, Board Room, Camarillo  
Purpose: Annual Organizational Meeting of the Board

**P. ADJOURNMENT**

Ms. Ulrich adjourned the meeting at 7:31 p.m.

***Approved by Board Action on 12/10/18.***

*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.*