

NOV 03 2022

Clerk of the Board

2022 Local Agency Biennial Notice

Name of Agency: Oxnard School District

Mailing Address: 1051 South A Street, Oxnard, CA 93030

Contact Person: Patricia Lomeli Phone No. 805-385-1501 ext. 2401

Email: plomeli@oxnardsd.org Alternate Email: vmitchell@oxnardsd.org

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

An amendment is required. The following amendments are necessary:

(*Check all that apply.*)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other (*describe*) added position column and language related to income

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.



 Signature of Chief Executive Officer
 Interim Assistant Superintendent, Business Services

11-3-22

 Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2020**, or by the date specified by your agency, if earlier, to: **E-Mail to: form700clerk@ventura.org**

or

**Mail to: Clerk of the Board of Supervisors
 800 S. Victoria Avenue, L# 1920
 Ventura, CA 93009-1920**

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

RESOLUTION #22-10

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE OXNARD
SCHOOL DISTRICT ADOPTING REVISIONS THROUGH THE
BIENNIAL REVIEW OF CONFLICT OF INTEREST CODE**

WHEREAS, public agencies, including school district governing boards, are required to adopt a Conflict of Interest Code in compliance with Government Code Sections 87300-87313; and

WHEREAS, Oxnard School District adopted a Conflict of Interest Code that was approved by the Ventura County Board of Supervisors on March 22, 1977; and

WHEREAS, District elected officials, including Board members and designated employees, shall adhere to the district's Conflict of Interest Code; and

WHEREAS, Government Code Section 87306.5 requires every local government agency to review its Conflict of Interest Code biennially to determine if it is accurate or if the code must be amended; and

WHEREAS, the Administration has reviewed the District's code in keeping with said requirement and presents the revisions herewith for the Board's approval; and

WHEREAS, Oxnard School District Board Bylaws state that the Board shall adopt a Resolution that specifies the terms of the District's Conflict of Interest Code, the District's Designated positions, and the disclosure categories required for each position, and said terms are incorporated herewith by reference;

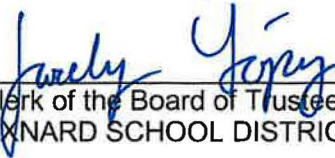
NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Oxnard School District has received the revisions through the Biennial Review of the Conflict of Interest Code and agrees that all designated employees shall adhere to the District's Conflict of Interest Code as set forth herein.

PASSED AND ADOPTED by the Board of Trustees of the Oxnard School District the 2nd day of November, 2022.

Signed:



President of the Board of Trustees of the
OXNARD SCHOOL DISTRICT



Clerk of the Board of Trustees of the
OXNARD SCHOOL DISTRICT

CLERK'S CERTIFICATE

I, Jarely Lopez, Clerk of the Board of Trustees of the OXNARD SCHOOL DISTRICT, hereby certify that the foregoing is a full, true, and correct copy of Resolution #22-10 adopted at a regular meeting place thereof on the 2nd day of November, 2022, of which meeting all the members of said Board of Trustees had due notice and at which a majority thereof were present, and that at said meeting said resolution was adopted by the following vote:

AYES:	<u>5</u>
NOES:	<u>0</u>
ABSENT:	<u>0</u>
ABSTENTIONS:	<u>0</u>

An agenda of said meeting was posted at least 72 hours before said meeting at Oxnard, California, a location freely accessible to members of the public, and a brief general description of said resolution appeared on said agenda.

I further certify that I have carefully compared the same with the original minutes of said meeting on file and of record in my office; that the foregoing resolution is a full, true and correct copy of the original resolution adopted at said board meeting and entered in said minutes; and that said resolution has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect.

Dated: November 2, 2022



Clerk of the Board of Trustees of the
OXNARD SCHOOL DISTRICT

CONFLICT OF INTEREST

**Conflict of Interest Code of the
Oxnard School District**

The provisions of 2 CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with the attached Appendix specifying designated positions and disclosure categories, are incorporated by reference and shall constitute the district's conflict of interest code.

Board of Trustees members and designated employees shall file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories listed in the enclosed Appendix. Persons holding positions designated in the Appendix shall file Form 700 Statements of Economic Interests with the filing officer specified for that position in said Appendix. The respective filing officer shall make the statements available for public review and inspection.

APPENDIX

Disclosure Categories

1. **Category 1:** A person designated Category 1 shall disclose:
 - a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.
 - b. Investments or business positions in or income (including gifts, loans, and travel payments) from sources which are engaged in the acquisition or disposal of real property within the district, are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district, or manufacture or sell supplies, books, machinery, or equipment of the type used by the district.

2. **Category 2:** A person designated Category 2 shall disclose:
 - a. Investments or business positions in or income (including gifts, loans, and travel payments) from sources which are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs.
 - b. Investments or business positions in or income (including gifts, loans, and travel payments) from sources which manufacture or sell supplies, books, machinery, or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.

CONFLICT OF INTEREST (continued)

3. **Full Disclosure:** Because it has been determined that the district's Board members and Superintendent "manage public investments," they and other persons designated for "full disclosure" shall disclose, in accordance with Government Code 87200:
- a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.
 - b. Investments, business positions, and sources of income, including gifts, loans, and travel payments.

Designated Positions

<u>Designated Position</u>	<u># of Positions</u>	<u>Disclosure Category</u>	<u>Filing Officer *</u>
Board of Trustees Members	5	3	COB
Personnel Commission Members	3	1	OSD
District Superintendent	1	3	OSD
Associate Superintendent	1	1	OSD
Assistant Superintendent	2	1	OSD
Director, Pupil Services	1	2	OSD
Director, School Performance and Student Outcomes	1	2	OSD
Director, Teaching and Learning	1	2	OSD
Director, Special Education	1	2	OSD
Principals	21	2	OSD
Chief Information Officer	1	2	OSD
Director, Facilities	1	2	OSD
Director, Classified Human Resources	1	2	OSD
Director, Certificated Human Resources	1	2	OSD
Director, Child Nutrition Services	1	2	OSD
Director, Early Childhood Education Programs	1	2	OSD
Director, Purchasing	1	2	OSD
Director, Finance	1	2	OSD
Director, Transportation	1	2	OSD
Director, Enrichment and Specialized Programs	1	2	OSD
Director, Network Operations	1	2	OSD
Consultants	1	2	OSD

*COB = County Clerk of the Board; OSD = Oxnard School District

CONFLICT OF INTEREST (continued)

Disclosures for Consultants

Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR 18701)

1. Approve a rate, rule, or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke a permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the district to enter into, modify, or renew a contract that requires district approval
5. Grant district approval to a contract that requires district approval and in which the district is a party, or to the specifications for such a contract
6. Grant district approval to a plan, design, report, study, or similar item
7. Adopt or grant district approval of district policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18702.2 or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's conflict of interest code. (2 CCR 18701)

Exhibit
version: October 10, 2018
revised: March 17, 2021
revised: November 17, 2021
revised: November 2, 2022

OXNARD SCHOOL DISTRICT
Oxnard, California



**BOARD MINUTES
BOARD OF SUPERVISORS, COUNTY OF VENTURA, STATE OF CALIFORNIA**

**SUPERVISORS MATT LAVERE, LINDA PARKS,
KELLY LONG, ROBERT O. HUBER AND VIANEY LOPEZ
December 6, 2022 at 8:30 a.m.**

CONSENT – COUNTY EXECUTIVE OFFICE – Adoption of the Amended Conflict of Interest of Codes for Oxnard School District and Port Hueneme Water Agency.

- (X) All Board members are present.

- (X) Upon motion of Supervisor Long, seconded by Supervisor LaVere, and duly carried, the Board hereby approves the recommendations as stated in the respective Board letters for Consent Items 11 – 54.

By: Lori Key
Lori Key
Deputy Clerk of the Board