



OXNARD SCHOOL DISTRICT

1051 SOUTH "A" STREET • OXNARD, CALIFORNIA 93030 • 805 / 487-3918

June 13, 2003

RECEIVED
VENTURA COUNTY SUPERIOR COURT

JUN 17 2003

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Business and Fiscal Services

CONSTANCE SHARP, Ed.D.
Assistant Superintendent
Educational Services

Honorable Bruce A. Clark
Presiding Judge of the Superior Court
Ventura County Hall of Justice
800 S. Victoria Avenue
Ventura, CA 93009

RE: Oxnard School District School Site Council

Honorable Clark:

Enclosed you will find the Oxnard School District findings and recommendations to the Ventura County Grand Jury report entitled *Oxnard School District School Site Council*.

If I can be of further assistance, please do not hesitate to contact me at (805) 487-3918, ext. 202.

Sincerely,

RICHARD DUARTE
Superintendent

RD/sc
Enclosures

RECEIVED

JUN 20 2003

OXNARD SCHOOL DISTRICT RESPONSE TO GRAND JURY FINDINGS AND RECOMMENDATIONS

FINDINGS

- F-1** Concur
- F-2** Concur
- F-3** Concur
- F-4** Partially Concur – Original by-laws are no longer in use. New by-laws meet all education code requirements, including limitation of authority.
- F-5** Concur
- F-6** Deny – The district had no knowledge of the survey or to whom it was distributed and whether all stakeholders were surveyed.
- F-7** The district has no current budget for an announcement due to budget reductions. Information about School Site Councils appeared on the district menu, newsletter and will continue annually.
- F-8** Concur
- F-9** Concur
- F-10** Concur
- F-11** Concur
- F-12** Concur
- F-13** Deny – The district does not have a parent complaint on file.
- F-14** Concur
- F-15** Deny – The agenda was posted with time and place.
- F-16** Deny – The district had no knowledge of the survey or to whom it was distributed and whether all stakeholders were surveyed.
- F-17** Concur

RECOMMENDATIONS

- R-1** **The District should make an aggressive effort to provide all parties involved with the Ed. Codes and District Mandates pertinent to the legislative intent and options that guide the responsibilities and procedures of SSC.**

Response:

The letter from the Superintendent is given to each Oxnard School District student. The letter includes information on School Site Council and will be posted on the district website.

School Site Council members will receive a copy of the by-laws, education code and district mandates pertinent to the legislative intent and options that guide the responsibilities and procedures of the School Site Council at their first meeting.

This is to ensure that each member has an awareness of the rules and regulations.

R-2 The principal of each school site receiving state funds for an improvement program should follow the Ed. Codes and District Mandates to guarantee that all council business and procedures are followed in accordance with the intent of the law.

Response:

All principals will be given a up-to-date copy of education codes and district mandates at a principal's meeting. The administrator of Information and Support Services will cover the material to ensure all procedures are followed in accordance with the intent of the law.

R-3 A staff development program for teachers and all other personnel and volunteers should be provided. Ed. Codes and District Mandates should be included in the information provided to ensure that all parties are acquainted with the intent and options of the law that govern the procedures and responsibilities of SSC.

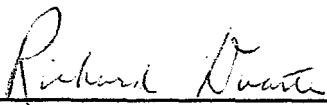
Response:

A staff development program for all teachers and all other personnel and volunteers will be provided at the beginning of the year.

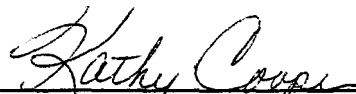
R-4 It is highly recommended that parents and community representatives seize this opportunity, through SSC, to become totally involved in the welfare and education of children within their attendance area.

Response:

The Oxnard School District will seize every opportunity to involve parents and community representatives in the welfare and education of their children. Parents will be informed through the menu, newsletter, site open house notices, letter from the superintendent, school newsletters and marquees, where available.



Richard Duarte, Superintendent



Kathy Cooper, Administrator,
Information and Support Services