

**CONEJO VALLEY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR MEETING**

January 15, 2013

MINUTES

CALL TO ORDER – CLOSED SESSION

At 4:30 p.m. President Timothy Stephens announced that the Board would convene into Closed Session, and asked if there were any public speakers for the Closed Session agenda items; there were none. The Board convened into Closed Session at 4:32 p.m., where the following items were discussed:

- A. Public Employee Appointment-Employment (*Pursuant to Government Code §54957*)
 - 1. See Section IV. Action Items – Consent - Personnel/Assignment Orders
- B. Public Employee Discipline/Dismissal/Release (*Pursuant to Government Code §54957*)
 - 1. See Section IV. Action Items – Consent - Personnel/Assignment Orders
- C. Labor Negotiations, Pursuant to Government Code §54957.6
Agency Negotiator: Timothy Carpenter, Deputy Superintendent, Personnel Services
Employee Organizations:
 - Unified Association of Conejo Teachers (UACT)
 - California School Employees Association (CSEA)
 - Conejo Valley Pupil Personnel Association (CVPPA)
- D. Consideration of Student Discipline – Expulsion or Suspension, *Pursuant to Education Code §48900, et seq.*
- E. Consideration of Confidential Student Issues Other Than Expulsion and Suspension, *Pursuant to Education Code §35146*
- F. Pending Litigation, *Pursuant to Government Code §54957.1(a)(3)*
- G. Conference with Real Property Negotiators, *Pursuant to Government Code §54956.8*
Property negotiators for CVUSD are Dr. Joel Kirschenstein, Sage Institute, and Dr. Jeffrey Baarstad, Superintendent

The following properties will be discussed regarding price and terms of payment:

- 310 Kelley Road
- 2498 Conejo Center Drive

The Closed Session ended at 5:12 p.m. There were no announcements from Closed Session.

DISCUSSION SESSION REGARDING 2012 CSBA CONFERENCE

Dr. Stephens called the Discussion Session at 5:15 p.m. The Board shared information from sessions and workshops they attended at the 2012 California School Boards Association (CSBA) such as setting the Board calendar, mathematics, school meals, moving from text books to tech books, planning for curriculum adoptions, educational apps and digital personalized learning. The Discussion Session ended at 5:55 p.m.

REGULAR SESSION**OPENING PROVISIONS**

Call to Order and Roll Call: President Stephens called the meeting to order at 6:05 p.m. Present were Board members Peggy Buckles, Dr. Betsy Connolly, Mike Dunn, Pat Phelps and Dr. Timothy Stephens. Administration: Dr. Jeffrey L. Baarstad, Superintendent, Timothy Carpenter, Deputy Superintendent, Personnel Services, Linda Bekeny, Assistant Superintendent, Business Services, and Robert Iezza, Assistant Superintendent, Instructional Services. Dr. Jeff Davis, Director, Secondary Education, Carol Boyan-Held, Director, Elementary Education and Dr. Jon Sand, Director, Curriculum and Assessment, were present.

Dr. Stephens read the procedural announcements and welcomed everyone to the meeting.

Approval of the Agenda

Mrs. Phelps moved to approve the Agenda, seconded by Mrs. Buckles. Motion carried 5-0.

Recognition of CIF and Marmonte League Champions – Westlake High School Cross Country Team**Reports from High School Student Representatives**

Kate Corlett, Thousand Oaks High School, Will Barrett, Westlake High School, Alex Vesling, Newbury Park High School, and Maria Gomez, Conejo Valley High School, reported on activities from their campuses, such as Winter Rallies, Winter Ball, Leadership Conejo, Chamber/CVUSD Leadership Day, Focus on the Arts events, Renaissance Program, athletics, band, choir, theater, school clubs and organizations, assemblies, rallies, and fundraising, and many others.

Reports from Community Support Organizations

Denise Reader, Conejo Council PTA President, reported from Wildwood Elementary School for PTA President, Kayce Daniels. Mrs. Reader announced that in collaboration with Straight Up Ventura County, Thousand Oaks High School Police Department, CVUSD, and Engage Recovery, the Council PTA is sponsoring Reality Party For Parents, a program that provides insight as to what goes on at teen parties when parents are not home. The scheduled dates are February 3, February 23, and March 9. For more information, you may visit the Conejo Council PTA website at <http://conejocouncilpta.org/CommunityConcerns.html>.

Mike Soules, President, Conejo Schools Foundation (CSF), presented a copy of the Foundation's 2012 Annual Report, announcing that just under \$700,000 was raised last year. Mr. Soules was proud to report that only 11% of the funds raised went to overhead and marketing expenses, so that \$.89 of every \$1.00 went directly to our schools! Looking ahead, the Foundation will be preparing to promote CVUSD "naming rights" for individual donors throughout the community. Mr. Soules thanked Thousand Oaks Dentistry, Joanie and Harvey Prince, along with Bonnie Adamick, for their incredible support of the Cash4Conejo Classrooms program, awarding grants to 27 teachers at 14 schools since September of this school year. Mr. Soules also announced that world-renown author and educator, Yong Zhao, author of "World Class Learners," will be speaking at California Lutheran University on February 21, 6:00 p.m., regarding educating and inspiring students in a global economy. More information and opportunities can be found on the Foundation's website <http://www.conejoschools.org/>.

Laurie Lam, Chair, District Advisory Council (DAC), reported from the meeting of January 8, where reports on the following topics were provided: Fulcrum "Stand Proud" 5th Grade Program, English-Language Arts Adoption, Technology, and the Breakthrough Program. The next DAC meeting will be off schedule on Monday, February 11, 9:00 a.m. Parents may access the DAC website at <http://www.conejo.k12.ca.us/Parents/DistrictAdvisoryCouncilDAC.aspx>.

Comments from the Superintendent

Dr. Baarstad congratulated three CVUSD student musicians who won top honors during the recent Ventura Music Festival Student Jazz Competition: saxophonist Jade Elliott of Westlake High School, drummer Alex Smith,

Westlake High School and pianist Eric Shechter, Newbury Park High School. Jade Elliott will also join Latin jazz professional Tito Puente on stage at the Latin Jazz Concert in February. Dr. Baarstad discussed several meetings District Office staff and principals have had with Thousand Oaks Police Department to plan and finalize “next steps” in the district’s attempt to ensure safer and more secure campuses. All staff will be participating in training that will include “what if” scenarios on campus.

Comments from the Public

There were no comments from the public.

Comments from Individual Board Members

Mrs. Phelps stated that in regard to security plans for campuses, principals will also be meeting with parents to inform them about changes on campuses and any new procedures to ensure the safety of students and staff. Mrs. Phelps discussed the issue about problems with technology in the classroom, including on-line grade books. Much of the frustration comes from the District’s Zangle (Q) program that provides student database. The program has been in transition and changes come through almost daily. Mrs. Phelps complimented the Conejo Recreation and Park District’s (CRPD) publication for their 50th Anniversary, which includes 100 things to do locally.

Mr. Dunn reminded the community in regard to security on our campuses that each of our three high school campuses has an armed SRO (School Resource Officer).

Dr. Stephens discussed his attendance at the Del Prado ribbon cutting ceremony for the Conejo Recreation and Park District across from Sycamore Canyon School. He applauded CRPD’s excellent community parks.

ACTION ITEMS – GENERAL

Personnel Services

A. Resolution #13/14-13: National School Counseling Week – February 4-8, 2013

Mr. Dunn moved to adopt the attached proclamation declaring February 4 – 8, 2013, as “National School Counseling Week,” seconded by Dr. Connolly. Motion carried 5-0.

B. Resolution #13/14-14: Layoff/Reduction of Classified Position

Mrs. Phelps moved to approve Resolution #12/13-14 – Layoff/Reduction of Classified Positions as submitted, seconded by Mrs. Buckles. Motion carried 5-0.

C. Establishment of Classified Positions

Mrs. Buckles moved to approve the establishment of classified assignments as specified, seconded by Mrs. Phelps. Motion carried 5-0.

D. Adoption and Revision of Board Policy 4111, 4211, 4311 – Recruitment and Selection

Dr. Connolly moved to adopt the proposed revisions to Board Policy 411, 4211, 4311 – Recruitment and Selection, seconded by Mrs. Buckles. Dr. Stephens asked about the process of observing a teacher candidate during classroom instruction. Mr. Carpenter stated that some principals (with permission) will visit other districts to observe candidates in their classrooms. Also, some teachers begin in our district as a substitute teacher and principals may observe them in the classroom before hiring them as a full time teacher. Motion carried 5-0.

E. Adoption and Revision of Administrative Regulation 4112.6, 4212.6, 4312.6 – Personnel Files

Mr. Dunn moved to adopt the proposed revisions to Administrative Regulations 4112.6, 4212.6, 4312.6 – Personnel Files, seconded by Dr. Connolly. Motion carried 5-0.

F. Adoption of New Board Policy 4112.9, 4212.9, 4312.9 – Employee Notifications, and Delete Administrative Regulations 4112.9, 4212.9, 4312.9

Mrs. Phelps moved to adopt the new Board Policy 4112.9, 4212.9, 4312.9 – Employee notifications, and delete the previously adopted Administrative Regulations 4112.9, 4212.9, 4312.9, seconded by Mrs. Buckles. Motion carried 5-0.

G. Adoption and Revision of Board Policy 4119.21, 4219.21, 4319.21 – Professional Standards

Mrs. Buckles moved to adopt the proposed revisions to Board Policy 4119.21, 4219.21, 4319.21 – Professional Standards, seconded by Mrs. Phelps. Mrs. Buckles asked if the language could include “performing in” with reference to inappropriate behavior of acting in or posting pornographic materials. Dr. Baarstad agreed but advised that legal advice should be considered before amending the policy. He requested that the Board consider approving the policy as is at this time and if necessary, the policy will return for approval with appropriate changes. Motion carried 5-0.

Instructional Services**H. Approval of District Assistance Intervention Team (DAIT) Proposal from Ventura County Office of Education**

Mrs. Buckles moved approve the DAIT proposal from the Ventura County Office of Education, as submitted, seconded by Mrs. Phelps. Mr. Dunn asked how many of our school were in Program Improvement, staff responded that there are four. Dr. Baarstad stated that under No Child left Behind (NCLB), if all of our schools were Title 1 schools, they would all be in Program Improvement. Mr. Dunn explained that if even one subgroup did not meet the targets of NCLB, the entire school would become a Program Improvement school. Dr. Baarstad explained the frustration of being a district in the top 5% of the state, and at the same time a Program Improvement District. Mr. Iezza explained that schools are required to meet 42 areas of criteria, and missing just one area of criteria will cause the entire school to become a Program Improvement School. Motion carried 5-0.

I. Approval of 2012/2013 School Plans for Student Achievement

Mrs. Buckles moved to approve the 2012/2013 Elementary and Secondary School Plans for student achievement; seconded by Mrs. Phelps. Motion carried 5-0.

Business Services**J. 2011-2012 Annual Audit Report of District Financial Statements**

Mrs. Phelps moved to accept the 2011-2012 Annual Audit Report of the District’s Financial Statements as presented, seconded by Mrs. Buckles. Mrs. Bekeny provided a report of highlights from the audit. Motion carried 5-0.

ACTION ITEMS – CONSENT

Mrs. Phelps moved to approve the consent agenda, seconded by Mr. Dunn. Motion carried 5-0.

A. Approval of Minutes (in Section B of the Agenda packet)

1. Regular Meeting of December 18, 2012

B. Personnel Assignment Orders:

1. Certificated: #9230
Teacher

2. Classified: C-7412 to C-7456

Account Clerk, Child Care Assistant, Child Nutrition Assistant I, Clerk Typist Bilingual, Custodian, Director, Maintenance & Operations, Early Care Aid, Early Care Assistant Teacher, Early Care Teacher, Health Clerk, High School Office Manager, Intermediate Clerk Typist, Language Assessment &

Development Facilitator - Spanish, Licensed Vocational Nurse, Paraprofessional/Bilingual-Spanish, Paraprofessional/Special Ed, Preschool Assistant Teacher, Secretary, Senior Clerk Typist

3. Exempt: E-12234 to E-12355
Athletic Coach, Campus Supervisor, Specialist, Student Helper

- C. Expulsion: Thousand Oaks High School #4-12/13E
- D. Parent Support/Booster Organization Preauthorization
 - 1. Conejo Elementary Parent Faculty Association
 - 2. Westlake Hills Parent Faculty Association
- E. Purchase Order Report #825
- F. Disposal of Surplus and Obsolete Equipment
- G. Quarterly Reports – Williams & Valenzuela Uniform Complaints
 - 1. October 2012
 - 2. January 2013

INFORMATION ITEMS

There were no information items.

ADJOURNMENT

Dr. Stephens adjourned the Open Session at 7:45 p.m. The Board will reconvene on **Tuesday, January 22, 2013, Closed Session at 4:45 p.m., Open Session at 5:00 p.m.** at the CVUSD South Building Board Room, 1400 E. Janss Road, Thousand Oaks.

January 22, 2013

Date

Clerk

January 22, 2013

Date

Superintendent