

**CONEJO VALLEY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR MEETING****May 3, 2011  
MINUTES****CALL TO ORDER – CLOSED SESSION**

The Board meeting of May 3, 2011, was called to order by President Peggy Buckles at 5:00 p.m. at 1400 E. Janss Road, Thousand Oaks, CA. Mrs. Buckles asked if there were any public speakers for the Closed Session agenda items; there were none. The Board adjourned into Closed Session at 5:01 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*)  
Timothy Carpenter, Negotiator, CVUSD  
UACT, CSEA, 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 Government 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*)  
*Kelley Road Property, Conejo Center Drive Property, Mitchell Road Property*  
*Dr. Joel Kirschenstein, Sage Institute, CVUSD Negotiator*

The Closed Session ended at 5:52 p.m.

**CALL TO ORDER – REGULAR MEETING**

Mrs. Buckles called the meeting to order at 6:05 p.m.

Call to Order: Present were Board members Peggy Buckles, Dr. Betsy Connolly, Mike Dunn, Pat Phelps and Dr. Timothy Stephens. Administration: Dr. Jeffrey L. Baarstad, Superintendent, Janet Cosaro, Assistant Superintendent, Instructional Services, Timothy Carpenter, Assistant Superintendent, Personnel Services, and Linda Bekeny, Assistant Superintendent. Also present was Carol Boyan-Held, Director, Curriculum.

Mrs. Buckles led the Pledge of Allegiance and read the procedural announcements.

**OPENING PROVISIONS****Approval of the Agenda**

Mrs. Phelps moved to approve the agenda, seconded by Dr. Stephens. Motion carried 5-0.

**Recognition:**

2011 Project Achievement Award for the Carpenter Family Theater from the Construction Management Association of America (CMAA) – Jack Wilson, Director, Facilities & Construction, and David Fateh, Vanir Construction Management, presented the Award to the Board.

**Reports from Student Board Members**

Lauren Chi, representing Westlake High School, Melissa Siple, Conejo Valley High School, Ben Wallace, Century Academy, Briane Seligman, Newbury Park High School, and Jennifer Randolph, Thousand Oaks High School, reported on campus events such as talent shows, staff appreciation week, testing, senior events, Powder Puff Football, fundraisers, Prom events, band and choral events, athletics, CVHS field day, donations, art shows, dance concert, rallies and more.

**Reports from Support Organizations**

Laurie Lam, Conejo Schools Foundation, provided information from the All District Music Festivals being held at the Kavli Theater. All information is available on the Foundation website [www.conejoschools.org](http://www.conejoschools.org). Ms. Lam announced the summer school programs available this summer, and that the Foundation was able to award 20 scholarships for summer school. She asked that everyone please mark their calendars for September 24 for the 3<sup>rd</sup> annual Walk for Healthy Schools event.

Wendy Laufer, President, Conejo Council PTA, announced that the Honorary Service Awards Presentation and End-Of-Year dinner is May 11 at the Palm Garden Hotel. Ms. Laufer reported from the 112<sup>th</sup> California State PTA Convention in Long Beach, and was thrilled and proud of the Los Cerritos Chamber Orchestra that performed at the convention. She congratulated the four Thousand Oaks High School seniors who received California State PTA scholarships. One of these messages from the convention was for everyone to contact their legislators and urge them to reject cuts in the state budget that would negatively affect public education and our children.

Lilly Dollenmayer, Chair, District Advisory Council (DAC), announced the proposed slate of officers for the 2011-2012 executive board and reported from the last meeting: 1) Enrique Salazar for DELAC (District English Language Advisory Committee) shared information that DELAC imparts to parents and the English Learner Program. 2) Lou Lichtl, Principal, Thousand Oaks High School, described the CBET (program and highlighted some of the other accomplishments at TOHS. 3) Dawn Stone, DAC Representative reported from the Technology Committee, 4) Richard Bateman, Sycamore Canyon School and Kristen Kreutner, Colina Middle School, report on the CUE (Computer Using Educators) Conference they recently attended with other district employees. 5) Jake Kohlhepp, Youth Commissioner, and Gabriella Garcia reported on the activities of the City of Thousand Oaks Youth Commission. 6) Dr. Baarstad reported on the budget and the closure procedures for Park Oaks staff and students. Ms. Dollenmayer stated that this was her last report as DAC chair.

**Comments from the Superintendent**

Dr. Baarstad 1) asked that the Board and community listen to the “laundry list” of incredible programs and successes throughout the District that individuals speak about at the podium. During this time of great stress due to the budget and staff reductions, our students continue to be challenged by excellent curriculum and programs. 2) discussed his attendance at the Music Festivals that are being held at the Kavli Theater, and thanked the Conejo Schools Foundation, the Arts Council, Conejo Recreation and Park District for their collaboration on these wonderful events. He gave a special thanks to Terry McCallum, Foundation member, for his vision and efforts to ensure the success of the festivals. 3) stated that Day of the Teacher is May 11, and that he is proud and always amazed at the work of our teachers. When visiting schools it is evident that our teachers love children, have respect for their peers, and are selfless and humble when it comes to recognition and awards. 4) thanked everyone who has been involved in the layoff process, which is very difficult work on many levels. There are many legal guidelines in the process, and the team made sure that all teachers subject to layoff had their questions answered. Through this process it was decided and agreed upon by all those involved that there is no need for a hearing. This is a big deal as the combination of legal fees saved, the cost of teachers out of classrooms, and sub costs could amount to

the cost of a teaching position. Many thanks to Colleen Briner-Schmidt, President, UACT, and the entire UACT team, Jake Anderson, CTA Representative, Tim Carpenter, Assistant Superintendent, Personnel Services and his staff for their efforts. 5) was sad to report that the California Distinguished School celebration by the California Department of Education was cancelled due to funding. Dr. Baarstad stated that there will be a celebration at Sequoia Middle School that he and staff look forward to attending in order to congratulate and thank Sequoia Middle School staff for their dedication to providing excellent programs for students, and for being selected as the only middle school in Ventura County to be so honored.

### **Comments from the Public**

One public speaker gave the results of a teacher survey which outlined the amount of personal time teachers offer beyond their regular school hours, and personal money many teachers spend in their classrooms to compensate for loss of funding. She asked that individuals contact their legislators to ask for a state budget that does not devastate public education.

### **Comments from Individual Board Members**

Mrs. Buckles spoke about her attendance at the PTA Convention in Long Beach, and how proud she was of the Los Cerritos Chamber Orchestra when they performed at the convention.

## **ACTION ITEMS – GENERAL**

### **Superintendent**

#### **A. Budget Committee Recommendations for 2011-2012**

Dr. Stephens moved to approve the recommendations of the Budget Committee to balance the 2011-2012 District Budget, seconded by Mr. Dunn. The Board members had many questions. Dr. Connolly thanked the Budget Committee – many who have served for 3 years or more. She stated that she knows it's difficult to serve on committees and boards when you know you are making decisions that can do harm due to limited options. Dr. Baarstad recognized the Elementary Counselors in the audience, who may be cut if the budget does not change from Sacramento, and thanked them for their support. He hopes that their jobs will remain intact. Motion carried 5-0.

### **Personnel Services**

#### **B. Establish Certificated Position: Teacher on Special Assignment – Data Coach**

Mrs. Phelps moved to approve the establishment of a certificated position for a teacher on special assignment paid through categorical funding, seconded by Dr. Stephens. Mrs. Cosaro provided background on the position and grant funding opportunity. Mrs. Phelps asked if this position could work on webinars for staff development. Ms. Boyan-Held stated that webinar modules are being developed. She added that there is a trainer-of-trainers group that meets monthly and they are also involved in developing modules. Dr. Connolly stated that this is a perfect example of good things happening during bad times. She stated that it's important for all of us to remember that this district is still offering excellent programs and services to students in spite of the damage of the budget crisis. Motion carried 5-0.

#### **C. Resolution #10/11-16: California Day of the Teacher – May 11, 2011**

Mr. Dunn moved to adopt a resolution declaring May 11, 2011, as the ‘Day of the Teacher,’ seconded by Dr. Connolly. Mrs. Phelps commended teachers for all they do for our students. Motion carried 5-0.

#### **D. Resolution #10/11-17: Classified School Employee Week – May 15-21, 2011**

Dr. Stephens moved to adopt the attached proclamation declaring May 15-21, 2011, as ‘Classified Employee Week,’ seconded by Mr. Dunn. Mrs. Phelps thanked classified staff for their support and dedication. Motion carried 5-0.

**E. Establish Certificated Administrative Position – Coordinator, English Learner Program**

Mrs. Phelps moved to approve the establishment of a certificated administrative position for Coordinator, English Learner Program, seconded by Dr. Connolly. Mrs. Cosaro explained that this position will work primarily on student assessment while the team in Pupil Services will process other duties that were assigned to the Associate Director, Pupil Services. Mr. Dunn asked what the fiscal impact of the position will be. Ms. Cosaro stated it will be a savings of approximately \$44,000. Dr. Stephens stated that support staff is taking a huge hit and yet continues to assume more responsibilities. He thanked the staff for their hard work. Motion carried 5-0.

**F. Approval of New High School Pilot Course: Eco Art CP**

Mr. Dunn moved to approve the pilot course: Eco Art CP, seconded by Dr. Connolly. Motion carried 5-0.

**G. Approval of New High School Pilot Course: Chamber Orchestra H**

Dr. Connolly moved to approve the course: Chamber Orchestra H, seconded by Dr. Stephens. Motion carried 5-0.

**H. Approval of New High School Pilot Course: Concert Orchestra/Strings CP**

Mrs. Phelps moved to approve the course: Concert Orchestra/Strings CP, seconded by Dr. Stephens. Motion carried 5-0.

**I. Approval of New High School Pilot Course: Statistics CP**

Dr. Connolly moved to approve the pilot course: Statistics CP, seconded by Mrs. Phelps.

**J. Approval of Revisions to Administrative Regulations 1312.4 – Williams Uniform Complaint Procedures**

Dr. Stephens moved to approve amendments to Board Policy and Administrative Regulations 1312.4, seconded by Mr. Dunn. Motion carried 5-0.

**K. Approval of Revisions to Board Policy and Administrative Regulations 5113.1 – Chronic Absence and Truancy**

Mrs. Phelps moved to approve revisions to Board Policy and Administrative Regulations 5113.1, seconded by Dr. Stephens. Motion carried 5-0.

**L. Approval of Revisions to Board Policy and Administrative Regulations 5141.3 – Health Examinations**

Mr. Dunn moved to approve amendments to Board Policy and Administrative Regulations 5141.3, seconded by Dr. Connolly. Motion carried 5-0.

**M. Approval of Revisions to Administrative Regulations 6159 – Individualized Education Program**

Dr. Stephens moved to approve amendments to Administrative Regulations 6159, seconded by Dr. Connolly. Motion carried 5-0.

**N. Approval of Revisions to Board Policy and Administrative Regulations 6164.4 – Identification and Evaluation of Individuals for Special Education**

Mrs. Phelps moved to approve amendments to Administrative Regulations 6164.4, seconded by Dr. Stephens. Motion carried 5-0.

**Business Services****O. Waiver Request for 2011 Summer Meal Program**

Mr. Dunn moved to authorize staff to submit a Waiver Request for the 2011 Summer Meal Program, seconded by Mrs. Phelps. Motion carried 5-0.

**ACTION ITEMS – CONSENT**

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

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

1. Regular Meeting of April 12, 2011

## B. Personnel Assignment Orders:

1. Certificated: #8759-#8762  
*Counselors, Teachers*

2. Classified: C-6209 to C-6244  
*Account Clerk, Child Care Assistant, Custodian, Early Care Assistant Teacher, Groundskeeper, Instructional Assistant/Special Ed, Instructional Media Technician, Intermediate Clerk Typist, Paraprofessional/Bilingual-Spanish, Paraprofessional/Special Ed, Preschool Assistant Teacher, Preschool Teacher, School Office Manager, Senior Accountant, Senior Clerk Typist*

3. Exempt: E-10394 to E-10572  
*Advisor, Athletic Coach, Campus Supervisor, Naturalist, Proctor, Specialist, Student Helper*

## C. Expulsions

1. Redwood Middle School #25-10/11E
2. Redwood Middle School #26-10/11E
3. Redwood Middle School #27-10/11E
4. Los Cerritos Middle School #28-10/11E
5. Newbury Park High School #29-10-11E

## D. Overnight Trip Requests

1. Thousand Oaks High School Boys Varsity Basketball Team
2. Westlake High School Girls Volleyball

## E. Purchase Order Report #789

## F. Disposal of Surplus and Obsolete Equipment

## G. TOPASS Project List

## H. Conejo Valley Adult Education Petty Cash

**INFORMATION ITEMS****Instructional Services**

- A. Approval of Chemistry International Baccalaureate Textbook and Materials Adoption  
There were no comments on this item.

**Business Services**

- B. 2011-2012 Civic Center Fees. One public speaker asked that the Boy Scout organization have the same fee structure as the PTA groups. Dr. Baarstad explained that Boy Scouts are only charged when their meetings at the schools are outside the regular custodial time, which is the same as PTA. He also stated that our PTA

groups are incredibly supportive of public education and raise hundreds of thousands of dollars for our schools.

**ADJOURNMENT**

Mrs. Buckles adjourned the Open Session at 7:44 p.m. The Board will reconvene on Tuesday, May 17, 2011, at 5:00 p.m. for Closed Session, 6:00 p.m. for Open Session-Regular Meeting at the CVUSD South Building Board Room, 1400 E. Janss Road, Thousand Oaks.

May 17, 2011

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Date

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Clerk

May 17, 2011

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Date

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Superintendent