

**CONEJO VALLEY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR MEETING****June 18, 2013****MINUTES****SPECIAL CLOSED SESSION**

At 4:00 p.m., Dr. Stephens announced that the Special Meeting – Closed Session was called to order. The topic was the Superintendent’s end-of-year evaluation.

The Special Meeting - Closed Session ended at 5:06 p.m. There were no announcements from Closed Session.

CALL TO ORDER – CLOSED SESSION

At 5:15 p.m. the Closed Session was called to order. Dr. Stephens asked if there were any public speakers, there were none. 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*
 1. Parent Complaint Appeal to Board (In compliance with Administrative Regulation AR1312.3: Uniform Complaint Procedures)
- 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 6:10 p.m. There were no announcements from Closed Session.

REGULAR SESSION

OPENING PROVISIONS

Call to Order and Roll Call: President Stephens called the meeting to order at 6:15 p.m. Present were Board members Dr. Betsy Connolly, Mike Dunn, Pat Phelps and Dr. Timothy Stephens. Board member Peggy Buckles was not present. Administration: Dr. Jeffrey L. Baarstad, Superintendent, Timothy Carpenter, Deputy Superintendent, Personnel Services and Linda Bekeny, Assistant Superintendent, Business Services. Other staff: Dr. Jeff Davis, Director, Secondary Education, Carol Boyan-Held, Director, Elementary Education and Dr. Jon Sand, Director, Curriculum and Assessment.

Dr. Stephens read the procedural announcements, led the pledge of allegiance and welcomed everyone to the meeting. There were no announcements from closed session.

Approval of the Agenda

Mrs. Phelps moved to approve the agenda with one adjustment to the Consent Agenda, Item IV.B. Personnel Assignment Orders, Certificated Employees numbers 9325-9352, seconded by Mr. Dunn. Motion carried 4-0.

Awards and Presentations – Winter CIF/Marmonte League Winners

Adam Ginell, Thousand Oaks High School, Perfect Attendance K-12

Presentations

- Youth Congress Leadership Program: Katherine Sham, Westlake High School, and Sean Laput, Thousand Oaks High School
- Recycling Program/City Grant: Joan Burns, Coordinator, and Ron Cordova, City of Thousand Oaks

Comments from the Superintendent

Dr. Baarstad congratulated the graduates and their families, and thanked school and Maintenance and Operations staff for all the hard work that goes into making graduation day successful at our schools. Dr. Baarstad stated that it was Tim Carpenter's last board meeting, and he wanted to publicly thank him for 40 years of excellent service.

Comments from the Public

There were no public comments.

Comments from Individual Board Members

Mrs. Phelps and Dr. Connolly commended the students and staff for the inspiring graduation ceremonies, and wished Mrs. Buckles a speedy recovery from surgery. The Board members thanked Mr. Carpenter and wished him a great retirement.

ACTION ITEMS – GENERAL**Superintendent****A. Acceptance of Proposals for Purchase of 2498 Conejo Center Drive Surplus Property**

Dr. Baarstad announced the bid process and asked Dr. Stephens to publicly accept and open four sealed bids from 1) Sheraton Ebbertt (\$3,100,000); 2) Fritz Company Real Estate (\$1,900,000); 3) Ponte Road Properties (\$3,100,000); and 4) Gem Street Properties (\$3,130,000). Dr. Stephens handed the bids to Dr. Joel Kirschenstein, Sage Institute, the District's Property Negotiator, who proceeded into the adjoining conference room to review the bids with District legal council, Mr. Monte Widders, (law offices of Myers, Widders, Gibson, Jones & Feingold, LLP). Dr. Kirschenstein and Mr. Widders were available to the public if anyone had questions or wished to witness the bid review.

The process continued through the end of the Board's Agenda. At approximately 8:00 p.m., the Board was informed by Dr. Kirschenstein that the initial review was complete. He announced that there were three

conforming bids and one nonconforming bid, and explained how that decision was reached. Gem Street Properties, Ponte Road Properties, and Sheraton Ebbertt were conforming bids. The bid from Fritz Company Real Estate was returned as it was not a conforming bid.

The Board took action to accept the highest, conforming, written bid:

Mrs. Phelps moved to accept the highest conforming bid of \$3,130,000 from Gem Street Properties for the purchase of Conejo Center Drive surplus property, seconded by Mr. Dunn. Motion carried 4-0.

Copies of the conforming bids were handed to Karen Isé, Recording Secretary.

Dr. Kirschenstein requested a five minute break for the bidders to consider oral bids. After five minutes, Dr. Kirschenstein opened the oral bidding process, with the understanding that it will be at least 5% over the conforming written bid with a cashier's check in the required amount (\$3,286,000). Ponte Properties bid the addition \$156,000, or a total of \$3,286,000. Dr. Kirschenstein asked if there were any additional oral bids. There were none.

Mrs. Phelps moved to award the oral bid from Ponte Road Properties for \$3,286,000 for Conejo Center Drive surplus property, Mr. Dunn seconded. Motion carried 4-0.

Dr. Kirschenstein announced that Gem Street Properties will remain as a first back up bidder at \$3,130,000 and Sheraton Ebbertt will remain as a second back up bidder at \$3,100,000.

Personnel Services

B. Declaration of Need for Fully Qualified Educators

Mr. Dunn moved to approve the Declaration of Need for Fully Qualified Educators 2013-2014, at attached, and authorize administrative staff to forward the declaration to the State of California Commission on Teacher Credentialing, seconded by Dr. Connolly. Motion carried 4-0.

C. Resolution #12/13-34: Layoff/Reduction of Classified Positions

Mrs. Phelps moved to approve Resolution #12/13-34 – Layoff/Reduction of Classified Positions as submitted, seconded by Mr. Dunn. Motion carried 4-0.

D. Establishment of Classified Positions

Dr. Connolly moved to approve the establishment and/or modifications of classified positions as specified, seconded by Mr. Dunn. Motion carried 4-0.

Instructional Services

E. Revision of Board Policy 5030 – Student Wellness

Mr. Dunn moved to approve revised Board Policy 5030 – Student Wellness, as submitted, seconded by Dr. Connolly. One public speaker asked that birthdays be allowed to be celebrated on the child's birthday, instead of a group once-a-month celebration. Dr. Connolly explained that there is nothing in the new policy changes that prohibit recognition in the classroom on a child's birthday, but rather that there be no food offered except for the group birthday once a month. The policy further states that food incentives and rewards for a "job well done" should not be for individual children but the entire class. Dr. Baarstad stated that he believes that the Wellness Committee has done an excellent job of making compromises and changes to the policy. Dr. Baarstad, along with Board members, thanked Chair, Robert Iezza, and the Committee for their work. Motion carried 4-0.

F. Consolidated Application and Reporting System (CARS) Application for Funding 2013/2014

Mrs. Phelps moved to authorize filing of the Spring Collection (Application for Funding) for programs funded under the 2013/2014 Consolidated Application and Reporting System (CARS), seconded by Mr. Dunn. Motion carried 4-0.

G. Adult School Courses for 2013/2014

Mr. Dunn moved to approve the Adult School courses for 2013/2014, seconded by Dr. Connolly. Dr. Connolly commended the Adult School staff for surviving the substantial budget cuts they have incurred over the past few years. Motion carried 4-0.

H. Approval of New High School Pilot Course: Construction Basics

Mrs. Phelps moved to approve Construction Basics as submitted, seconded by Dr. Connolly. Motion carried 4-0.

Business Services

I. 2012-2013 Parent-Pay Transportation Program Status Report and 2013-2014 Parent-Pay Transportation Program

Mr. Dunn moved to continue the parent-pay, home-to-school transportation system at the current fee schedule of \$190 per semester for round-trip service and \$100 per semester for one-way services for the 2013-2014, seconded by Dr. Connolly. Dr. Connolly thanked the teachers who worked to develop curriculum for new classes. Motion carried 4-0.

J. PUBLIC HEARING: Tier III Categorical Flexibility

Dr. Stephens opened the hearing at 7:02 p.m. There were no speakers. Dr. Stephens closed the hearing at 7:03 p.m.

K. Resolution #12/13-32: Tier III Categorical Flexibility

Dr. Connolly moved to adopt Resolution #12/13-32 for Tier III State Categorical Flexibility, seconded by Mrs. Phelps. Dr. Baarstad explained that it is not clear under the new Local Control Funding Formula whether the hearing and resolution are required this year. However, since it has been required in the past, staff is requesting that you still consider approval. Mrs. Bekey provided more information about the Resolution.

ACTION ITEMS – CONSENT

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

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

1. Regular Meeting of June 4, 2013

B. Personnel Assignment Orders:

1. Certificated: #9320 - ~~#9324~~ 9352 (numbers changed in approval of agenda)
Administrators, Teachers
2. Classified: C-7675 to C-7737
Child Care Assistant, Child Nutrition Assistant I, Child Nutrition Assistant-Satellite, Custodian, Early Care Assistant Teacher, Instructional Media Technician, Intermediate Clerk Typist/Bilingual, Language Assessment & Department Facilitator, Paraprofessional/Special Ed, Site Computer Technician
3. Exempt: E-12719 to E-12739
Athletic Coach, Campus Supervisor, Specialist, Student Helper

C. Readmission of Expelled Students

1. #52-11/12E

2. #3-12/13E
 3. #4-12/13E
- D. Expulsion: Conejo Valley High School #13-12/13E
 - E. Waiver of High School Exit Exam Requirement
 - F. Overnight Trip Requests
 1. Thousand Oaks High School Cheer
 2. Thousand Oaks High School Cross Country Team
 3. Westlake High School Drama/Theater Arts
 - G. Purchase Order Report #836
 - H. Disposal of Surplus and Obsolete Equipment
 - I. Approval of Participation in Bids/Contracts of Other Public Agencies and California State Contracts via GSA and CMAS and Bid Participation (Piggyback) When Applicable
 - J. Approval to File for Credits for Average Daily Attendance and Instructional Time Due to Emergency Closure of Newbury Park High School on May 2, 2013, and Material Decrease in Attendance at Cypress, Sycamore Canyon and Newbury Park High School on May 3, 2013
 - K. 2013-2014 Annual Signature Authorization
 - L. Resolution #12/13-25: Approval of Expense Transfers
 - M. Resolution #12/13-26: Approval of Interfund Transfers
 - N. Resolution #12/13-27: Appropriation of Unbudgeted Income to Reserves
 - O. Resolution #12/13-28: Approval of Appropriation Transfers
 - P. Resolution #12/13-29: Year-End Budget Transfers
 - Q. Resolution #12/13-30: Retroactive Salary Schedule Authorization
 - R. Resolution #12/13-31: Approval of Temporary Loans Between District Funds
 - S. Resolution #12/13-33: Classification of Fund Balances in Governmental Funds

INFORMATION ITEMS

Superintendent

- A. Updated District Logo and Mission Statement. Scott Harris, Mustang Marketing, presented a proposed new logo and mission statement for the Board to consider. After much discussion, the topic will return in August with a bit of work on each.

Instructional Services

- B. CIF/Marmonte League Representatives

- C. Scheduled Change, Banked Time – Maple Elementary. Dr. Baarstad and the Board commended Principal Juan Santos for working with the Maple staff to consider banked time.
- D. Alternative Credit Options for Conejo Valley High School. Dr. Jeff Davis provided background and information about the program.

ADJOURNMENT

Dr. Stephens adjourned the meeting at 8:21 p.m. The Board will reconvene at a Special Meeting on Tuesday, June 25, 2013, at 3:00 p.m. for a Special Closed Session, 4:00 p.m. Closed Session and Open Session 4:30 p.m. at the CVUSD South Building Board Room, 1400 E. Janss Road, Thousand Oaks.

June 25, 2013

Date

Clerk

June 25, 2013

Date

Superintendent