

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

**March 3, 2015
MINUTES**

SPECIAL CLOSED SESSION

At 4:00 p.m. President Betsy Connolly announced that the Board would convene into Special 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., with Anita Johnson of McPherson & Jacobson, LLC (the Board's Superintendent search firm to discuss the search process). The Special Closed Session adjourned at 5:25 p.m.

CALL TO ORDER – CLOSED SESSION

At 5:36 p.m. President Betsy Connolly announced that the Board would convene into (regular) 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 5:38 p.m., where the following items were discussed:

- A. Public Employee Appointment-Employment (*Pursuant to Government Code §54957*)
 - 1. Superintendent Search Process
 - 2. Preparation of Mid-Year Evaluation of Superintendent's 2014-2015 Goals
 - 3. 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: Mark McLaughlin, Assistant 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 Confidential Student Issues Other Than Expulsion and Suspension, *Pursuant to Education Code §35146*
- E. Pending Litigation, *Pursuant to Government Code §54957.1(a)(3)*
- F. 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 property was discussed: 2498 Conejo Center Drive and 310 Kelley Road, Newbury Park.

Closed Session ended at 6:12 p.m. There were no announcements from Closed Session.

REGULAR SESSION

OPENING PROVISIONS

Call to Order and Roll Call: President Connolly called the meeting to order at 6:17 p.m. Present were Board members John Andersen, Peggy Buckles, Betsy Connolly, Mike Dunn and Pat Phelps. Administration: Dr. Jeffrey Baarstad, Superintendent, Robert Iezza, Deputy Superintendent, Instructional Services, Dr. Jon Sand, Assistant Superintendent, Business Services, and Mark McLaughlin, Assistant Superintendent, Personnel Services. Dr. Jeff Davis, Director, Secondary Education, David Fateh, Director, Planning & Construction, and Sandra Curwood, Director, Child Nutrition, were also present.

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

Approval of the Agenda

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

Report from Anita Johnson, McPherson & Jacobson, LLC, Superintendent Search Firm

Ms. Johnson reported from the Stakeholder Input interviews and public survey. This report may be found on the District's website. At www.conejousd.org.

Reports from High School Student Reporters

Suzie Smith, reporting for Newbury Park High School, along with Shay Van Zee, Conejo Valley High School, Lauren Suttan, Century Academy, Nikolas Patterson, Thousand Oaks High School, and Brooke Katz, Westlake High School, discussed events on their campuses such as community service projects, field trips, new garden, Fashion Show, college fair, Honors recognitions, Career Day, Youth Employment Workshop, fund raisers for various charities, blood drives, ASB, Senior Ball, band and choral, club events, athletics, and other activities.

Reports from Parent Support Organizations

Irene Pugh, President, Conejo Council PTA, introduced Walnut Elementary School PTA President Jill Frazier. Ms. Frazier presented Luca Staiano, Student Council President at Walnut, who provided an informational report about the school.

Mike Soules, President, Conejo Schools Foundation, introduced Thousand Oaks High School student Shai Goldberg to report about TEDx Youth, which is scheduled for Sunday, March 15 from 2:00 p.m. – 5:00 p.m., at the Thousand Oaks High School Performing Arts Center. Mr. Soules discussed the opening of registration for the summer school “Get Ahead” program, beginning March 20. More information about the TEDx, the Music Festival, “Get Ahead” Summer School registration and the Foundation may be found at <http://www.conejoschools.org/>.

Rocky Capobianco, Chairperson, District Advisory Council (DAC) reported from the February 10, 2015, DAC meeting. The superintendent search firm of McPherson & Jacobson asked members of DAC to respond to the following four questions: 1) What are the good things about Thousand Oaks; 2) What are the good things happening in CVUSD; 3) What issues should the superintendent be aware of in CVUSD; 4) What skills, qualities or characteristics should the new superintendent possess to be successful in CVUSD. Reports were presented from Dr. Jennifer Boone, Director, Curriculum & Assessment regarding the LCAP Survey follow-up and classroom testing update. The next DAC meeting is scheduled for March 10, 2015. Please visit DAC's webpage for more information at <http://www.conejo.k12.ca.usParents/DistrictAdvisoryCouncilDAC.aspx>.

Comments from the Superintendent

Dr. Baarstad congratulated students and staff at Thousand Oaks High School for the inaugural Capstone Presentations held on Saturday, February 28. Dr. Baarstad thanked the Greater Conejo Valley Chamber of

Commerce for sponsoring the Principal for ½ Day, where members of the business community shadow principals to see what their job entails, and to help connect schools with the business community.

Comments from the Public

One speaker spoke as the President of the Unified Association of Conejo Teachers, asking the Board to consider their collective bargaining proposal.

One speaker spoke in opposition to the building of a new continuation school and the lease-back proposal at Conejo Valley High School.

Comments from Individual Board Members

Mrs. Buckles reported about 1) the Conejo/Las Virgenes Future Foundation, 2) her visit to the Career Technology Education exhibit at the Teen Center, 3) the presentation by American Association of University Women (AAUW) regarding sexual awareness, 4) her classroom reading for Read Across America, 5) the Thousand Oaks High School Capstone presentation and review, 6) and Principal for ½ Day Luncheon.

Mrs. Phelps reported from the latest meeting of the Conejo Coalition for Youth and Families, which she serves as a representative for the Board: 1) Jacqui Irwin's position was replaced by Claudia Bill-de la Piña, 2) Conejo Recreation & Park District is sponsoring a Youth vs Experience Sports Expo at California Lutheran University on March 6 from 4-5:30 p.m., 3) provided a report from the Drug Chat Day at the City of Thousand Oaks, 4) mentioned the Circles Program which deals with family support, 5) the City of Thousand Oaks and CVUSD have been working together on a business internship program, working to recruit and connect student with 47 internship positions available at 23 local companies and non-profits. Mrs. Phelps was presented with an award from the Ventura County School Board Association for 16 years of service as a board member.

Mr. Andersen commended those involved with the Principal for ½ Day Program, and also praised the students who presented for the Thousand Oaks High School Capstone Program.

Dr. Connolly thanked Newbury Park High School Principal Josh Eby, and Redwood Middle School Principal, Shauna Ashmore, for their participation in the AAUW event, Crossing the Line, regarding sexual awareness. Dr. Connolly thanked AAUW for the program. Dr. Connolly also commended Thousand Oaks High School students and staff involved in the Capstone program and mentioned how effective the program is now and will be in the future, for students.

ACTION ITEMS – GENERAL

Personnel Services

A. Board Certification of Temporary Athletic Team Coaches for the 2014-2015 School Year

Mr. Andersen moved to adopt the proposed Board Certification of Temporary Athletic Team Coaches for the 2014-2015 School Year, seconded by Mrs. Phelps. Motion carried 5-0.

B. Grand Canyon University Student Teacher Program

Mrs. Buckles moved to approve the agreement for the Grand Canyon University Student Teacher Program, seconded by Mrs. Phelps. Motion carried 5-0.

C. Instructional Services Staffing Allocation

Mrs. Phelps moved to approve the establishment and modification of classified assignments as specified, seconded by Mrs. Buckles. One public speaker asked that the Board consider one six-hour position instead of two three-hour positions. Mr. McLaughlin explained that each of the schools' (Glenwood and Walnut) School Site Councils specifically requested three hour positions. Motion carried 5-0.

D. Technology Services Department Staffing Allocation

Mr. Dunn moved to table this item and that the item may be returned for consideration after UACT's collective bargaining is considered, seconded by Mr. Andersen. Mr. Dunn asked several questions about the position, which Mr. McLaughlin answered. Mr. Dunn stated he was concerned it may be a morale issue since this is a new position and the district is currently in negotiations with the teachers' union. Mrs. Phelps pointed out that the morale in the Technology Services needs to also be considered, with a lot of additional work due to the passing of the Measure I. Mr. Andersen asked for an explanation as to how this position may be funded at this time. Dr. Baarstad explained that the Director, Technology Services, is one of two Directors in the District that does not have an Administrative Assistant. The passage of Measure I has already increased the clerical workload in Technology Services, most of which Mr. Straszewski has had to process. For the balance of 2014-2015, the position will be funded through the General Fund. Eventually the position will be cost-neutral as positions in the Technology Services Department that qualify for funding from the bond will be shifted, but the Administrative Assistant position will be continue to be paid through the General Fund. Dr. Connolly stated that she was comfortable making this expenditure now from the General Fund for support in Technology Services. The original motion did not pass, with a vote of 1-4 with (Dunn) Yes (Andersen, Buckles, Connolly, and Phelps) No.

Mrs. Buckles moved to approve the establishment and modification of classified assignments as specified, seconded by Mrs. Phelps. Motion carried 4-0 with 4 (Andersen, Buckles, Connolly and Phelps) Yes and 1 (Dunn) Abstention.

Instructional Services

E. Approval of Amendments to Board Policies 6146.1: High School Graduation Requirements and 6146.11: Alternative Credits Toward Graduation

Mr. Andersen moved to approve amendments to Board Policies 6146.1: High School Graduation Requirements and 6146.11: Alternative Credits Toward Graduation, as submitted, seconded by Mrs. Phelps. One public speaker discussed free alternatives to the District's summer school program. Dr. Connolly stated that she had many questions about the changes and would like further clarification from staff particularly regarding the requirement for preapproval of on-line courses. Staff explained that sometimes parents do not check with administrators or counselors regarding on-line classes students take from institutions that are not WASC accredited. The result in those cases is that students are denied credits earned. Dr. Connolly stated that there needs to be a statement in policy that we only credit WASC accredited programs. Dr. Baarstad asked if the Board would consider the following changes: the District would eliminate preapprovals, make a strong statement that it is the parent's responsibility to make sure that the school/program is WASC accredited, and that communication between the school, counseling department and family is essential. Mr. Andersen rescinded his motion. The Board agreed to table the item and asked that it be returned with concerns addressed.

F. Approval of School Choice Capacity Limits for Elementary Schools 2015-2016

Mrs. Buckles approved the proposed school choice capacity limit for elementary schools 2015/2016, seconded by Mrs. Phelps. Motion carried 5-0.

G. Approval of School Choice Capacity Limits for Secondary Schools 2015-2016

Mrs. Phelps moved to approve the proposed school choice capacity limit for secondary schools 2015/2016, seconded by Mrs. Buckles. Motion carried 5-0.

Business Services

H. Revision to Board Policy 3513.3: Tobacco Free Schools

Mr. Dunn moved to approve revision to Board Policy 3513.3 – Tobacco Free Schools, as submitted, seconded by Mrs. Buckles. Motion carried 5-0.

I. Approval of Contract with CDW Government LLC for Network Equipment

Mrs. Phelps moved to approve the contract with CDW Government LLC to provide network equipment, seconded by Mr. Andersen. Motion carried 5-0.

ACTION ITEMS – CONSENT

Mrs. Phelps moved to approve the consent agenda as printed, seconded by Mrs. Buckles. Motion carried 5-0.

- A. Approval of Minutes Regular Meeting of February 17 and Special Discussion Session of February 24, 2015
- B. Personnel Assignment Orders:
 - 1. Certificated Employees: #9797 to #9807
Administrators, Speech/Language Pathologists, Teachers
 - 2. Classified Employees: C-8977 to C-8995
Child Care Assistant, Child Care Leader, Child Care Assistant I, Custodian, Early Care Assistant Teacher, Early Care Teacher, Health Clerk, Language Assessment & Development Facilitator-Spanish, Paraprofessional/Bilingual-Spanish, Paraprofessional/Special Ed, School Office Manager I, School Office Manager II, School Office Manager III, School Office Manager IV, Translator-Interpreter
 - 3. Exempt Employees: E-14560 to E-14595
Campus Supervisor, Coaches, Outdoor Specialist, Proctors, Saturday Work, Specialist
- C. Parent Support/Booster Organization Authorization: Redwood Middle School Band Booster Club
- D. Overnight Trip Request: Westlake High School Academic Decathlon
- E. Purchase Order Report #873
- F. Disposal of Surplus and Obsolete Equipment
- G. Notices of Completion
 - 1. Various Sites – SBAC Testing Labs/Low Voltage – Pacific Coast Cabling, Inc.
 - 2. Various Sites – SBAC Testing Labs/Electrical – Scott and Sons Electric

INFORMATION ITEMS

Business Services

- A. Revisions to Board Policy 3460 and Administrative Regulation 3460 – Financial Reports and Accountability.
- B. Approval of New Board Policy and Administrative Regulation 3554 – Other Food Sales. Board members had several questions that Dr. Sand and Sandy Curwood, Director, Child Nutrition, answered. A great deal of discussion ensued regarding Federal Policy regarding competitive food sales, times of competitive food sales, and fund raisers which involve food items. Dr. Connolly requested more information regarding the impact of competitive sales on campus on the Child Nutrition budget. Dr. Baarstad suggested that for the April 21 Board meeting, Dr. Sand and Mrs. Curwood provide a more comprehensive report explaining the frequency of competitive sales, the profit of clubs' food sales, and the impact on the Child Nutrition budget.

Regular Board Meeting

March 3, 2015

- C. Enrollment Projections for the 2015/2016 School Year. Dr. Jon Sand provided a report, and thanked staff for their help with the report.

ADJOURNMENT

Dr. Connolly adjourned the Open Session at 8:48 p.m. The Board will reconvene on **Tuesday, March 17, 2015, Discussion Session – Math Curriculum at 4:00 p.m., Closed Session at 5:00 p.m., Open Session at 6:00 p.m.** at the CVUSD South Building Board Room, 1400 E. Janss Road, Thousand Oaks.

March 17, 2015

Date

Clerk

March 3, 2015

Date

Superintendent