

**Conejo Valley Unified School District
District Advisory Council Meeting
Tuesday, September 13, 2016**

Minutes

I. General Meeting Session

A. Call the Meeting to Order

Susan Hanscom called the meeting to order at 9:07 a.m.

B. Pledge of Allegiance

Susan Hanscom led the Pledge of Allegiance.

C. Announcements, Procedures and Roll Call

Susan Hanscom made announcements and read the procedures.

Roll Call – A roll call was taken of DAC members:

Angie Pena (Acacia)	Alexandra Kitchell (Sycamore Cyn K-8)
Kristen Majda (Aspen)	Tammy Adams (TOHS)
Ann Maree Paglia (Banyan)	Paula Kissell (Westlake Elementary)
Karen Magon (Colina)	Karen Sylvester (WHS)
Liz Beaven (Conejo / OCLM)	Heather Skelly (Westlake Hills)
Estelle Cervantes (Conejo Valley HS)	Carrie Holmquist (Wildwood)
Eilene Green (CV Adult HS)	Susan Hanscom (Chairperson)
Heather O'Connor (Cypress)	Heather O'Connor (DAC Vice-Chairperson)
Kathie Lester (EARTHHS)	Tammy Adams (Secretary)
Jennifer Joseph (Lang Ranch)	Rocky Capobianco (Parliamentarian, Century)
Dina Langhome (Los Cerritos)	Robin Bromberg (Member-at-Large)
Jean Bridges (Madrona)	Cindy Goldberg (Member-at-Larger)
Marrienne Merrill (Maple,)	Cindy Mayling (Member-at-Large)
Kayce Daniels (Redwood)	Robyn Schwartz (Member-at-Large)
Joo Cho (Sequoia, Member-at-Large)	

D. Approval of Agenda

Cindy Goldberg moved to approve the Agenda and Paula Kissell seconded the motion. Motion carried unanimously.

E. Reports from DAC Representatives

1. Board of Education Meeting Update – Susan Hanscom

- District staff and school board members worked hard over the summer. A number of improvements to school sites have been made, some noticeable like new roofing and some behind the scenes such as technology.
- A lot of work and consideration was given to the new Conejo Valley Learning Center. At the last DAC meeting there were a couple of options on the table that would have meant moving the parenting program at Horizon Hills and discontinuing CVUSD's lease with Carden Conejo. Over the summer the Ad Hoc Committee,

headed by Mark McLaughlin, Assistant Superintendent of Personnel Services, met, community members were heard and all options were looked at.

- During last week's board meeting it was announced that the committee recommended that Conejo Valley Learning Center, (CVLC) be housed at the Adult Education facility in the Waverly Heights neighborhood. CVLC includes Century Academy, Conejo Valley High School and Career Technical Education. This plan would keep Horizon Hills at its current location and would not impact Carden Conejo School. About 40 speakers spoke during the board meeting to express their disapproval of the proposed plan. Waverly Heights residents are concerned about the increased traffic and the impact on the neighborhood. Staff and students of the adult education program expressed concern that their program would be dismantled. Dr. Bonitatibus supports the plan as proposed and promised to work with the community to ensure that former promises are kept. Dr. Connolly asked that two committees be formed, one to work with the city on traffic and one to work with the community on their needs.
- Administration Regulation 6142.1, Sexual Health & HIV/AIDS Prevention was brought before the board for a vote. When the issue was first brought before the board, Dr. Connolly moved to approve the regulation and Jon Anderson seconded the motion. Mr. Dunn stated that he opposed the motion as some of the instruction conflicts with Catholic Church teachings. Mr. Anderson asked if he could have more time to speak with community members. The rest of the board agreed and the motion was tabled until the August 16, 2016 meeting. The motion then passed 3-2 with Mr. Anderson and Mr. Dunn voting no.
- New Core Literature for 6-12 grade English passed 4-0.
- Dr. Boone gave an update last week on the LCAP metric. Parents should have received their child's results by now. Individual school results as well as district results can be found on the CVUSD website. <http://www.conejousd.org>
- Dr. Bonitatibus is hosting a Back to School Book Club on *How to raise an Adult*. Information can be found on CVUSD's website. <http://www.conejousd.org>
- The board introduced Victor Hayek, the new Assistant Superintendent of Business Services.

2. Budget Committee – Tammy Adams - None

3. Family Life Committee – Marianne Merrill - None

4. Legislative Report - TBD - None

5. School Choice Committee – Rocky Capobianco - None

6. Student Learning through Technology – TBD - None

7. Teacher Evaluation Focus Group Committee – TBD - None

8. Technology Committee – TBD - None

9. Wellness Committee – Tammy Adams - None

10. Homework Committee – Tammy Adams - None

- Meeting dates to be determined

F. Reports from Support Organizations

1. California School Employees Association (CSEA) – Kathy Swindle

- Things are buzzing around CVUSD. Many classified employees worked over the summer months to get everything ready for our student's return.
- District Office staff worked through the summer to support our sites. Office Managers started coming back to school sites around the first of August. Their efficiency and expertise ensured a smooth opening day for our students.
- Custodians worked over the summer months to clean, strip floors, and apply new floor finishes to classrooms, MPR's, offices, and cafeterias. Every student arrived to a clean classroom filled with instructional materials purchased over the summer. Our Maintenance and Operations staff mowed, trimmed, planted, fixed and repaired all things imaginable to get our school grounds ready for the first day of school.
- CSEA Chapter 620 would like to acknowledge the efforts of all classified employees who helped to ensure this school year got off to a good start. We wish everyone a great 2016-2017 school year.

2. Conejo Council of PTA's (CCPTA) – Paula Nathan

- Conejo Council PTA President, Paula Nathan, introduced herself.
- PTA is on their way to meeting their membership goal of 6500. They have already received 3000 memberships in 3 weeks.
- Most schools in CVUSD have PTAs, but wish all schools had the protection the PTA offers schools and parent groups.
- PTA is a nationwide multilevel support system providing training, resources, and national and state websites with information.
- Every PTA event is covered by their insurance policy.
- PTA is more than a parent fundraising group, its protection, education, and advocacy.

3. Conejo Schools Foundation (CSF) – Cindy Goldberg

- The Get Ahead Program this summer was successful. 900 students attended with the majority taking health classes.
- The Inaugural State of the Schools is Thursday, October 6, 2016 at California Lutheran University, 7:30 to 9:00 a.m. Information can be found at <http://www.conejoschools.org>.
- Teachers can submit a request for Cash 4 Conejo Classrooms grants again this year. Grants are given to enhance student learning through projects. Information and request form can be found on the Conejo Scholl Foundation website. <http://www.conejoschools.org>.

4. Conejo Valley Pupil Personnel Association (CVPPA) –Jennifer Sheppard, Kim Chopp - None

5. District English Learners Advisory Council (DELAC) – Martina Barnstedt, Ulrike Nagorsen-None

6. Gifted & Talented Education District Advisory Council (GATEDAC)- Susan Cristea, Christy Camp - None
7. Measure I Bond Citizens Oversight Committee – Marshall Denninger - None
8. Neighborhood for Learning (NFL) – Amie Mills, Director
 - A great start to the new school year. An all staff Professional Development was held in August. The focus of staff development this year will be science.
 - All four sites will have Back to School nights.
 - Calvary Church cleaned the campus, garden boxes, and supplied soil for the garden boxes for students to do their planting.
 - Student teachers will come from Moorpark College and Channel Islands University.
9. Unified Association of Conejo Teachers (UACT) – Randy Smith
 - Randy Smith is the New UACT President. Collen Briner-Schmidt, former UACT President, is back in the classroom teaching Transitional Kindergarten.
 - A brief description of Proposition 55 - Extension of the Proposition 30 Income Tax Increase that will be on the November voting ballot was given. UACT is in support of Proposition 55 and will be making phone calls asking for support.
 - A representative meeting was had to discuss the CVUSD School Board election. UACT is supporting the reelection of Peggy Buckles and Betsy Connolly.
 - UACT has a new email address – conejoteachers@gmail.com. Only Randy receives the emails.

G. Comments

1. Public

(Pursuant to the Brown Act, the CVUSD District Advisory Council (DAC) cannot enter into formal discussion with individuals making public comments to the DAC. The DAC cannot take action on any issues raised during public comments that are not on the meeting agenda. Members may respond to public comments during the Individual Comments section of the agenda.)

- A public speaker spoke on the move of Conejo Valley High School and the future Career Technical Education programs on the Waverly Campus where Century Academy is already located. Concerns were expressed regarding traffic patterns and the increase of people in the neighborhood.

2. DAC Chairperson

- Susan Hanscom welcomed returning and new members. She thanked everyone for being at the DAC meeting, volunteering their time, and sharing ideas.
- A description of DAC was given as described on the DAC website: District Advisory Council is comprised of parent representatives from each of the schools who advise the Board of Education on matters related to educational programs, policies, procedures, and consider actions as requested. The District Advisory Council will establish and maintain intra-district communications, encourage the sharing of needs, accomplishments and activities in order to support a high quality school system.

- Please share your individual school site successes and concerns. If there is a topic that you'd like to hear more about, please fill out a topic card and turn it in to the DAC Secretary.
- The October DAC meeting is generally reserved for SSC/DAC representative training. We're looking into the possibility of online training tools in order to free up some time in our agenda.
- Vienna Taylor has resigned as Secretary of DAC, along with her roles as committee representative for the technology committee and student learning through technology. Vienna accepted a full time position, and needs to turn her energy there. Susan took a moment to thank her for all of her efforts on behalf of all students in the district.
- Vienna's resignation left us an opening for Secretary. The executive board held a special meeting on August 30th to nominate and elect a new Secretary. Congratulations to Tammy Adams on being elected as Secretary. This leaves DAC with an open Member-at-Large position. Nominations will be taken for Member-at-Large will be taken today and will vote during the October DAC meeting. Eligibility to serve as Member-at-Large requires the member to have served a minimum of a one year term on DAC within the past 3 years.
- At the August 30, 2016 Executive Committee meeting, many potential topics for consideration for this year's agenda were discussed.
- If you are presenting to DAC please make sure that Sandy Hollister receives a copy of your documents for the minutes. shollister@conejousd.org

3. DAC Members

A. Site Concerns and Successes - None

4. CVUSD Deputy Superintendent of Instruction / State & Federal Program Coordinator
 - Mr. Iezza thanked everyone for coming to the meeting and for their willingness to participate.
 - Mr. Iezza publicly thanked all of the CVUSD's employees that worked hard over the summer to have 26 sites ready for the first day of school.
 -

II. Action Items – General - None

(Each item requires a motion for approval)

III. Action Items – Consent

(These items are considered routine and will be approved in one action without discussion. If the DAC members request that an item be removed from Consent or a citizen wishes to speak to an item, the item will be considered under Action Items.)

A. Approval of Minutes –

1. General Meeting May 10, 2016
2. Special Executive Board Meeting August 30, 2016
3. Regular Executive Board Meeting August 30, 2016

Cindy Goldberg moved to approve the Minutes and Heather O'Connor seconded the motion. Motion carried unanimously.

IV. Information / Discussion Items

(For discussion only; no action is taken on information items.)

A. Nominations for Member-at-Large:

- Karen Magon and Alexandra Kitchell were nominated for Member-at-Large. Voting will take place next month.

B. Welcome/District Updates – Dr. Ann Bonitatibus, Superintendent

- Dr. Bonitatibus thanked the DAC members for their work.
- LCAP's new and user friendly version is on the website. <http://www.conejousd.org>.
- Century Academy is hard at work finding unique programs that will be of interest to CVUSD students.
- Psychologist Interns will be working with the high school counselors through the CVUSD and Cal Lutheran Partnership.
- Over a million dollars was spent on new textbooks. The focus was on the new math adoption and digital versions.
- New computers were put in many buildings thanks to Measure I. Many projects that were thought to take 3 years to complete have only taken 1 year. The technology department is now trouble shooting and will continue to improve the system.
- Superintendent's Back to School Book Club is reading *How to Raise an Adult*. There will be three meetings to discuss the book and one session to engage with a panel of community experts who work with children and parents. Book Club information can be found on the CVUSD's website <http://www.conejousd.org>.
- The goal of the Conejo Learning Center Project is to have a secondary campus with different types learning and activities for students to thrive. This campus will include Century Academy, Conejo Valley High, and CTE (Career Technical Education). There are no plans to cancel any programs and we will be working with the Waverly community with their concerns.
- ESSA, Every Student Succeeds Act, accountability report system for schools is changing. Each state will be responsible for their own accountability reporting system. There will no longer be a single number accountability number, but a multiple number scoring system. CVUSD is working on the new system and coming up with a plan to get the information out on how to understand the report.

C. Conejo Valley Learning Center Update – Mark McLaughlin, Assistant Superintendent, Personnel services

- The committee was charged with finding a recommendation for all 3 programs, Conejo Valley High School, Century Academy, and CTE (Career Tech Ed), to be located in one location.
- There were several meetings over the summer. Several options were brought to the committee and they were ranked in order of importance. The Waverly site was the only option that could house all 3 programs, and had a majority of the votes.
- A supplemental report was given if all 3 programs were not to be kept together.

- D. Conejo Valley Unified Mobil Phone App, CVUSD Website, School Board Streaming – Kimberly Gold, Coordinator of communication and Marketing
- A presentation was given on the new CVUSD Website and how to navigate the site.
 - Board Meetings are now streaming live. You can find the meetings on the CVUSD website. <http://www.conejousd.org>.
 - CVUSD 's social media, Facebook and Twitter, are increasing in popularity.
 - CVUSD launched a mobile phone app. Directions on how to download the app and how to personalize the app are on the CVUSD website. <http://www.conejousd.org>.
 - Moving forward together the CVUSD is a choice destination for education where we are exceptional, without exception, for all of our students.

V. Adjournment – General Meeting Session

Susan Hanscom adjourned the General Meeting Session at 11:38 a.m.

VI. Executive Board Meeting Session

- A. Call the Meeting to Order and Roll Call
1. Susan Hanscom called the meeting to order at 11:45 a.m.
 2. Roll call was taken:
Susan Hanscom, Rocky Capobianco, Tammy Adams, Cindy Goldberg, Cindy Mayling, Heather O'Connor, Joo Cho, Robin Bromberg, Robyn Schwartz, Robert Iezza
- B. Comments
1. Public (for Executive Board Meeting Agenda Items Only)
 - A community member commented that electioneering is not allowed, it is against Ed Code 7053 to be campaigning on campus, raffles are still gambling and cannot be held on school property, no alcohol at school sites, no photography
 - A community member wanted to discuss GALE but time did not permit
 2. DAC Members
There was some discussion about policy and procedures related to public comments during the Executive Board Meeting session. The Chairperson stated that the Brown Act allows for comments during the public comment portion of the agenda. Our procedure for public comments follows a similar format to the general meeting. Bob Iezza was going to research procedures.
 3. CVUSD Deputy Superintendent - none
- C. Consideration of Ideas for General Meeting Agenda
1. Site Concerns and Successes (prior submission during General Meetings)
 - a. Have Thousand Oaks Library present, tell what they have to offer. One board member works at the NP Library and states this is their 25th anniversary year and September 25 is an important day for them
 2. Suggestions for Presentation Topics
 - a. DAC and SSC Roles – Dr. Dena Sellers
 - b. Conejo Valley High School updates – Martin Manzer

3. Possible future agenda items:

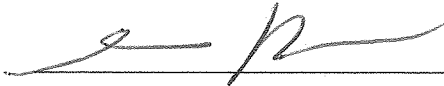
- a. Ballot election for open board seat – Member-at-Large – 2 interested
- b. DAC and School Site Council Training
- c. Brown Act Training
- d. Board of Education welcome from Pat Phelps
- e. Visit from TO Library in November

D. Adjournment – Executive Board Meeting Session

Meeting adjourned at 12:28 p.m.

10/11/16

Date



Susan Hanscom, Chairperson

10/11/16

Date



Robert Iezza, Deputy Superintendent
Instructional Services