DISTRICT ADVISORY COUNCIL (DAC)
MEETING MINUTES
November 12, 2013

In Attendance

Peter Saari (Aspen)                                      Eric Gardner (TOHS)
Adam Smith (Banyan)                                      Tammy Adams (Weathersfield/Mem-at-Large)
Karen Magon (Colina/Member-at-Large)                     Vienna Taylor (Westlake Elementary)
Susan Hanscom (Conejo/OCLM)                              Angela Wells (Westlake High)
Eilene Green (CV Adult Education)                         Sheri Cereghino (Wildwood)
Heather O’Connor (Cypress)                               Rocky Capobianco (DAC Chairperson)
Kathie Lester (Earths)                                   Denise Reader (Vice-Chairperson)
Kelly Savage (Ladera)                                    Limor Godwin (Secretary)
Dina Langhorne (Lang Ranch)                              Laurie Lam (DAC Member-at-Large)
Kim Merjan (Los Cerritos)                                Karen Sylvester (DAC Member-at-Large)
Julie Igawa-Fong (Madroña)                               Silas Nesheiwat (DAC Member-at-Large)
Marrianne Merrill (Maple)                                Julie Svitenko (DAC Member-at-Large)
Joo Cho (NPHS)                                           Robert Iezza (Assistant Superintendent)
Julie Svitenko (Redwood)                                 Colleen Briner-Schmidt (UACT)
Stephanie Farris (Sequoia/Parliamentarian)               Jeniffer Sheppard (CVPPA)
Sharon Hanley (Sycamore)                                 Cindy Goldberg (Conejo Schools Foundation)

* Presentations may be viewed on the DAC Webpage:

SIGN-IN AND WELCOME
Rocky Capobianco, DAC Chairperson, welcomed all and began the meeting with the Pledge of Allegiance.

NUTRITION UPDATE *
Sandy Curwood, Director of Child Nutrition, presented an update regarding the District’s nutrition program. After relating her professional work experience, Sandy described many of the regulations the District must follow in order to comply with the National School Lunch Program. Additionally, she discussed her commitment to presenting appealing, nutritional food to our students. You can contact Sandy by email at scurwood@conejousd.org or by phone (805) 497-9511 ext. 256. Sandy welcomes your input.

CVUSD FOCUS AREAS MATRIX AND FUTURE STATE ASSESSMENTS *
Robert “Bob” Iezza, Assistant Superintendent of Instructional Services, distributed a listing of the Spring Assessments for 2014. For further information regarding the Smarter Balanced Field Tests, you can Google “Smarter Balanced” to see grade level sample tests. The Newbury Park Cluster Schools will hold a parent meeting on Smarter Balanced testing (“Are You Smarter than a Fifth Grader?”) on Wednesday, January 29, 2014, in the NPHS Performing Arts Center at 7:00 p.m. Parents will have the
opportunity to answer questions from sample SBAL questions at each grade level and content area, while learning about the content of the standards. You do not need to live in the Newbury Park area to attend.

**Data Mining Information:** Mr. Iezza gave a brief overview of the Education Codes that protects student privacy.

- **Ed Code §51513** states: *No test, questionnaire, survey, or examination containing any questions about the pupil's personal beliefs or practices in sex, family life, morality, and religion, or any questions about the pupil's parents' or guardians' beliefs and practices in sex, family life, morality, and religion, shall be administered to any pupil in kindergarten or grades 1 to 12, inclusive, unless the parent or guardian of the pupil is notified in writing that this test, questionnaire, survey, or examination is to be administered and the parent or guardian of the pupil gives written permission for the pupil to take this test, questionnaire, survey, or examination.* In other words, no test may ask about personal information without written consent from the parent.

- The District administers the CHKS Survey, which does contain some personal information. However, the test is anonymous, and all parents must sign a release in order for their child to participate. The California Healthy Kids Survey (CHKS) is the largest statewide survey of resiliency, protective factors, and risk behaviors in the nation. Across California, the CHKS has led to a better understanding of the relationship between students' health behaviors and academic performance, and is frequently cited by state policymakers and the media as a critical component of school improvement efforts to help guide the development of more effective health, prevention, and youth development programs.

- **Ed Code §60615** states: *Notwithstanding any other provision of law, a parent's or guardian's written request to school officials to excuse his or her child from any or all parts of the assessments administered pursuant to this chapter shall be granted.* In other words, parents may refuse to have their student participate in any State-wide assessment.

- **District Policy 5022:** *The Board prohibits district staff from administering or distributing to students survey instruments that are designed for the purpose of collecting personal information for marketing or for selling that information.* This CVUSD Policy is aligned with and mirrors the Education Codes.

**SUPPORT FOR STUDENT LEARNING – MIDDLE SCHOOL**
Shauna Ashmore, Principal of Redwood Middle School and Claudia Caudill, Redwood Dean of Students, described the many student support services available at Redwood Middle School.

**SUPPORT FOR STUDENT LEARNING – HIGH SCHOOL**
Athol Wong, Principal of Newbury Park High School, and Karla DiDomizio, API, described the many student support services available at Newbury Park High School.

**REPORTS**
1. **Approval of DAC Minutes**
   The DAC Minutes for October 8, 2013, were approved as written.

2. **Board of Education Meetings**
   The minutes may be viewed at the Board of Education website. The next Board meeting will be on November 19th. [http://www.conejo.k12.ca.us/BoardofEducation/BoardMeetings.aspx](http://www.conejo.k12.ca.us/BoardofEducation/BoardMeetings.aspx)
3. DAC Representatives’ Reports:
   a. Budget Committee: (No Report) Lori Lam
   b. Teacher Evaluation Focus Group: (No Report) Denise Reader
   c. Family Life Committee: (No Report) Karen Sylvester
   d. Instructional Goals Committee: (No Report) Julie Svitenko
   e. Legislative Report: (No Report) Julie Svitenko
   f. School Choice Committee: (No Report) Karen Magon
   g. Technology Committee: Vienna Taylor--The possibility of a bond initiative was discussed. “Bring Your Own Device” document was reviewed and will soon be presented to the Board of Education.
   h. Wellness Committee: (No Report) Tammy Adams, Karen Sylvester

4. Committee Representatives Reporting to DAC:
   a. Parent Teacher Association (PTA): (No Report) Debbie Bulko
   b. Conejo Schools Foundation (CSF): Cindy Goldberg, Executive Director--Seventeen grants were distributed to teachers this quarter. They are listed below.

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>School Site</th>
<th>Project Funded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kim</td>
<td>Lewis</td>
<td>Glenwood Elementary</td>
<td>Manipulatives</td>
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<tr>
<td>Kris</td>
<td>Lopez</td>
<td>Walnut Elementary</td>
<td>Science Field Trips</td>
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<tr>
<td>Lori</td>
<td>Marzalek</td>
<td>Banyan Elementary</td>
<td>Clay Projects</td>
</tr>
<tr>
<td>Kathi</td>
<td>Byington</td>
<td>Aspen Elementary</td>
<td>Field Trips – Redesigning the 2\textsuperscript{nd}/3\textsuperscript{rd} Grade Garden Project</td>
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<tr>
<td>Ashley</td>
<td>Clark</td>
<td>Maple Elementary</td>
<td>Visuals Program - SpEd</td>
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<tr>
<td>Shauna</td>
<td>Behm</td>
<td>Maple Elementary</td>
<td>Visuals Program - SpEd</td>
</tr>
<tr>
<td>Veronica</td>
<td>Bass</td>
<td>TOHS</td>
<td>Spanish Readers</td>
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<tr>
<td>Michelle</td>
<td>May</td>
<td>Wildwood Elementary</td>
<td>Daily Five Nook Project</td>
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<tr>
<td>Susan</td>
<td>Ramage</td>
<td>TOHS</td>
<td>Scholastic Magazine (Spanish)</td>
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<tr>
<td>Christy</td>
<td>Herrera</td>
<td>Century Academy</td>
<td>Restorative Yoga</td>
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<tr>
<td>Terry</td>
<td>MacDonald</td>
<td>Maple Elementary</td>
<td>Visuals Program - SpEd</td>
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<td>First Name</td>
<td>Last Name</td>
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<tr>
<td>Lisa</td>
<td>Ravitch</td>
<td>TOHS</td>
<td>Flipped Teaching Program – video camera</td>
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<tr>
<td>Tina</td>
<td>Huang</td>
<td>Sequoia Middle School</td>
<td>New Strings Program</td>
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<td>Ashley</td>
<td>Cooper</td>
<td>TOHS</td>
<td>Muscular Clay Project</td>
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<tr>
<td>Joan</td>
<td>Hartigan</td>
<td>Weathersfield Elementary</td>
<td>Weekly Art Program</td>
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<td>Laura</td>
<td>Detweiler</td>
<td>Redwood Middle School</td>
<td>Common Core Institute Subscription</td>
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<td>Heather</td>
<td>Farrell</td>
<td>TOHS</td>
<td>Handheld GPS Activities</td>
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<tr>
<td>Julie</td>
<td>Conway</td>
<td>Be Me Preschool</td>
<td>Music Program</td>
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c. District English Learners Advisory Council (DELAC): Monkhzul Damdinbazar
   Our first DELAC meeting was held on October 23\textsuperscript{rd}. Eighteen of our twenty-five schools were represented. Some Highlights of the meeting were:
   DELAC board members were elected:
   Martina Barnstedt-Acacia--Chairperson
   Paola Cedeno-Conejo Valley High School--Co-Chair
   Gabriela Morales-Glenwood/Thousand Oaks High School--Secretary
   Bylaws and roles and responsibilities were discussed. DELAC members were trained on identification of English Learners, English Learner programs, and the reclassification process. If you would like more information regarding DELAC, our meeting dates and times or topics covered it is all on the District Website at \url{www.conejousd.org}, Instructional Services, Pupil Services, English Learner Services, DELAC.

d. Gifted & Talented Education District Advisory Council (GATE DAC): (No Report) Dr. Julie Nagamoto

e. Unified Association of Conejo Teachers (UACT): Colleen Briner-Schmidt, UACT President--Be patient with the roll out of Common Core and Smarter Balanced testing.

f. California School Employees Association (CSEA): (No Report) Kathy Swindle

g. Conejo Valley Pupil Personnel Association (CVPPA): Kim Chopp/Jennifer Sheppard. The Teacher Professional Development day was described, with an emphasis on Common Core Training.

5. Public Comments: None
DAC MEMBER REVIEW

SITE QUESTIONS, CONCERNS, AND SUCCESSES
Concern: Conejo Open Classroom Leadership Magnet: There is concern among some parents that access to the campus is not through the office.
Reply: Mr. Iezza commented that the District is working on campus security and will update DAC with the progress that has been made.

ADJOURNMENT
The meeting adjourned at 11:40 a.m.

NEXT DAC MEETING
Meeting Date/Time: Tuesday, December 10, 9:00-11:30 a.m.
Location: District Office Board Room
Topics Include: Sign-In and Welcome
School Security Update
Growth of Boys and Girls Club
Support for Student Learning – Elementary School
School Site Council Updates – Successes, Questions, Challenges
Holiday Drama Performance
Reports *
DAC Member Review – Site Concerns/Successes

* (Before the meeting, please email your report to Marie Gluck at mgluck@conejousd.org)