

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

**February 27, 2001**

**MINUTES**

The Conejo Valley Unified School District Board of Education met in Regular Session on Tuesday, February 27, 2001, at the District Office Board Room, 1400 East Janss Road, Thousand Oaks, California. **CALL TO ORDER**

Present were Board members Dorothy L. Beaubien, Mary Jo Del Campo, Dolores Didio, Patricia H. Phelps, and Timothy G. Stephens. Also present were Jody Dunlap, Assistant Superintendent, Personnel Services; Richard W. Simpson, Assistant Superintendent, Instructional Services; and Gary Mortimer, Assistant Superintendent, Business Services. Staff present during the Regular Session included Chuck Eklund, Director, Secondary Education and Linda Vranesh, Director, Elementary Education. **ROLL CALL**

The Closed Session meeting commenced at 4:00 to 5:00 p.m., and again at 6:40 p.m. The Board discussed the appointment/employment of Certificated: teachers; Classified: Administrative Assistant, custodian, health clerk, instructional assistant/Special Education, Senior Child Guidance Assistant, substitutes; Exempt: specialists, student helpers, campus supervisors, proctor, other exempt, athletic coaches; discipline, dismissal and release. The Closed Session meeting adjourned at 7:05 p.m. President Phelps called the Regular Session meeting to order at 7:07 p.m. **CLOSED SESSION**

President Phelps led the Pledge of Allegiance and read announcements for the Board meeting that reviewed instructions regarding smoking, cell phones, Speaker’s Cards, Public Statement Cards, and where the public can find agendas and Board procedure information. **PLEDGE AND OPENING ANNOUNCEMENTS**

Mrs. Didio moved to approve the agenda as amended (add Agenda Report #8A, Custodial Services Supervisor, and replace Agenda Report #9 Overnight Trip Request – T.O.H.S. Band & Drumline & Color Guard, with an amended page), seconded by Mrs. Beaubien. Motion carried 5-0. **APPROVE AGENDA**

Dr. Gross reported that: 1) he received word from Linda Hensley, Principal, Aspen Elementary School, that Aspen has received a \$2,500 award from the Bravo Awards Program. Aspen and one other school in Southern California were runners up for the award this year. He also congratulated Jennifer Fry, teacher, Meadows Elementary School, who received an Honorable Mention as a General Teacher Finalist. 2) the posters all around the Board room are a result of the Leadership Team meeting the previous day in which they developed proposals to guide the District toward the implementation of the Board-approved Strategic Plan. Dr. Gross thanked Dr. Sheila Carlson, Director, Staff Development and Grants, for her leadership in this effort. 3) the District’s Energy Conservation Plan presented to the Board outlines the District’s attempt to conserve energy to cut costs. 4) this is *Read Across America* week and he and the Board members have visited several school sites to read to the students. His latest reading was at Manzanita, where he was also invited to a presentation by the outside consultants assisting Manzanita with their plans to address student achievement. 5) Kim Warshaw, Thousand Oaks High School, was recently awarded Teacher of the Month (February) by the Chamber of Commerce – congratulations! 6) he **SUPT. REMARKS**

enjoyed working as a support person at the Job Faire held at Newbury Park High School last Saturday. He said that Faire was a big success and thanked Dr. Dunlap and her staff for their great work.

**SUPT.  
REMARKS  
(CONT.)**

The Redwood Thinking Cap Quiz Bowl Team was recognized. Tim Carpenter, Principal, introduced the students who won 1<sup>st</sup> place (for the third year in a row) in the State of California and thanked Mrs. Marilyn Zick, parent volunteer who worked with the students. Students who participated in the Thinking Cap Quiz Bowl were: Catherine Bradshaw, Timothy Cullen, Ryan Curtis, Bruce Douglass, Susan Duan, Mark Dunstan, Bethany Estrada, Sean Fahey, Nicole Fund, Manikanta Gandham, Quan Gu, Travis Heller, Kathryn Hymes, James Kim, Kevin Losie, Jamie Nakagiri, Catherine Ngo, Dustin Patenaude, Holly Robertson, Kyle Rohrbach, Bryn Sowa, Matthew Stern, Nancy Wang, and Paul Watkins.

**RECOGNITIONS**

Max Beaman, Principal, Newbury Park High School, Martin Manzer, assistant principal, Thousand Oaks High School, and Ron Lipari, principal, Westlake High School, presented plaques to the National Merit Finalists at their respective schools. Newbury Park High School: Elizabeth Chin and Max R. Helix; Thousand Oaks High School: David W. Butler, Holly M. Fish and Justin B. Skidmore; Westlake High School: Jessica R. Loring, Christopher J. Rackoff, Christopher A. Seabock, Jason M. Steiner, Susan M. Tam, and Julie E. Thompson.

Dr. Jerry Barshay, Coordinator of the Indian Education Program for Ventura County, offered a slide presentation and information about the program. The program is funded through a Title IX Federal grant. Dr. Barshay briefed the Board and community on issues such as the program’s K-12 curriculum, tutoring services, parent committees, counseling services, and the consortium. This year’s curriculum focus is on Native Alaskans. Dr. Barshay thanked Dr. Simpson for his support of the Indian Education Program and mentioned that Dr. Simpson received the “Administrator of the Year” award for the Ventura County Consortium Year 2000.

**REPORTS**

Dr. Kristi White, principal, Cypress Elementary School, presented information about the students, staff, and programs at Cypress, A California Distinguished School. Highlights included history and student population figures, goals for the students, before-and-after school academic and social programs, business partnerships, and accomplishments. Dr. White also discussed the “School-Within-A-School” concept wherein Sycamore Canyon Elementary School will open on the Cypress campus in September 2001, and is expected to move to its own campus around February 2002.

Dr. Jody Dunlap opened with a brief introduction about the Beginning Teacher Support and Assistance Program (BTSA) and the Peer Assistance Review Program (PAR). She thanked Susan Falk, UACT president, Beverly Haddad, teacher, and Jerry Morris, teacher, for their vision three years ago that brought about the BTSA program in our District. Dr. Dunlap introduced Kristine Thompson, BTSA teacher, who provided information about the BTSA and PAR programs, which provide support, workshops, networking opportunities, information and assistance to new teachers in our District. Ms. Thompson thanked Dr. Dunlap for her support of the program. Other BTSA teachers are: Kathy Benioff, Pat Cima, Jack Farrell, Mike Kelly, Christine Myren, and Kim Uebelhardt.

Stan McClain, president, CSEA, thanked the Board for permitting the District to host a meeting of the CSEA State Board on Saturday, February 17, 2001. He also thanked Mrs. Phelps and Dr. Gross for attending the meeting.

**PUBLIC  
CONCERNS**

Nick Quidwai congratulated the Board for the new format of the Board packet and asked that the District's website be current. Mr. Quidwai also questioned the intent of the District in regard to the allocations within the contingency fund.

**PUBLIC  
CONCERNS  
(CONT.)**

Mrs. Beaubien commended the staff and students at Los Cerritos Middle School for their Career Day on February 15. She mentioned several of the presenters, the enthusiasm of the students, and how impressed she was with the day.

**BOARD  
COMMENTS**

Dr. Stephens commended Dr. Dunlap for her work with the BTSA teachers and for the brochure from Dr. Dunlap's office that is being sent to applicants to our District. Dr. Stephens also commended Mr. Mortimer for the Energy Conservation Program, and mentioned visiting Doug Whitney's class at Glenwood Elementary School, where he is emphasizing conservation to the students.

Mrs. Del Campo thanked Gary Mortimer for the Study Session presentation regarding Facility Projects Update. She mentioned that the presentation certainly answered questions that she had, and hoped that those in attendance had a clearer vision of the District's direction in regard to facilities.

Mrs. Phelps mentioned that it was an honor for our District to host the CSEA State Board meeting on February 17, and appreciated Mr. McClain's invitation to address the group. She agreed that the Los Cerritos Career Day was a tremendous event and noted how enthusiastic the students were with this event.

Mrs. Del Campo moved to vote for Dolores Didio, Conejo Valley Unified School District, and David Pollack, Moorpark Unified School District, for the California School Boards Association Delegate Assembly from Subregion 11-B, seconded by Dorothy Beaubien. Motion passed 5-0.

**2001  
DELEGATE  
ASSEMBLY  
NOMINA-  
TIONS**

Mrs. Del Campo moved to accept Personnel Assignment Orders Certificated #5478 - #5483, Classified #C-0220 - #C-0238 and #E-2373 - #E-2405, seconded by Mrs. Didio. Motion carried 5-0.

**PAO's**

Mrs. Del Campo moved to approve the Creation of Two Administrative Assistant Positions, to be assigned to the offices of the Director, Research, Evaluation and Assessment as a new administrative assistant position, and the Director, Special Education as an upgrade of a secretary position to an administrative assistant position, seconded by Mrs. Didio. Mrs. Beaubien reinforced that the position of administrative assistant to the Director, Research, Evaluation and Assessment is being created, but not filled at this time. Mrs. Del Campo asked how the positions were going to be funded, to which Dr. Simpson stated that funding for the administrative assistant for the Director, Research, Evaluation and Assessment is coming from three sources: the original funding of the position that is being replaced, funding from the State for the Stanford 9 and the High School Exit Exam, and Mandated Funds. The position of administrative assistant for the Director, Special Education, is an upgrade of a current position and will be funded through the Special Education growth that is covered by the 602 base each year. Dr. Stephens questioned whether there will be any impact on the General Fund for either position, and Dr. Simpson stated that there would not be. Motion passed 5-0. A.R. #2 filed.

**ADM. ASST.  
POSITIONS**

Dr. Stephens moved to approve Resolution No. 00/01-10: 2001 Week of the School Administrator, seconded by Dolores Didio. Motion passed 5-0. A.R. #3 filed.

**RESOLUTION**

Mrs. Phelps offered the District's response to UACT's Initial Contract Proposal to Susan Falk, UACT president.

**EMPLOYEE-  
EMPLOYER  
RELATIONS**

Mrs. Phelps opened a Public Hearing for Certification: Core Reading Program Instructional Materials at 8:35 p.m. Public Hearing closed at 8:36 p.m. Mrs. Didio moved to approve Certification: Core Reading Program Instructional Materials, seconded by Mrs. Beaubien. Motion passed 5-0. A.R. #4 filed.

**PUBLIC  
HEARING**

Mrs. Beaubien moved to expel Redwood Middle School student 18-00/01E from the Conejo Valley Unified School District effective February 14, 2001, pursuant to the conditions described in the "Voluntary Consent to Discipline" signed and dated February 14, 2001; readmit student 18-00/01E to the District's Independent Study Program and/or refer to the County's Community School Program; and permit student 18-00/01E to apply for readmission to other programs on or after June 15, 2001, seconded by Dr. Stephens. Motion passed 5-0. A.R. #5 filed.

**EXPULSION  
18-00/01E**

Dr. Stephens moved to approve 2000-01 Second Quarter Financial Statements, seconded by Mrs. Beaubien. Motion passed 5-0. A.R. #6 filed.

**2000-02  
SECOND QTR.  
FINANCIAL  
STATEMENTS**

Mrs. Del Campo moved to approve the 2001-02 Budget Calendar, seconded by Mrs. Didio. Motion passed 5-0. A.R. #7 filed.

**2001-02  
BUDGET  
CALENDAR**

Mrs. Didio moved to approve Resolution 00/01-09 Approval – Energy Conservation Program, seconded by Mrs. Beaubien. Dr. Stephens asked how the District will be able to see the results of the conservation efforts. Mr. Mortimer responded that because the systems have been installed and upgraded District-wide over the past two years, the efforts will not be reflected through energy costs. However, through awareness programs and procedures, the overall effect will be positive. Motion passed 5-0. A.R. #8 filed.

**RESOLUTION**

Mrs. Beaubien moved to approve the duties and responsibilities of the new Custodial Services Supervisor, seconded by Dr. Stephens. Motion carried 5-0. A.R. #8A filed.

**CUSTODIAL  
SERVICES  
SUPERVISOR**

Dr. Stephens moved to approve the Consent Agenda as amended, seconded by Mrs. Beaubien. Motion carried 5-0. A.R.'s filed: Minutes of Regular Meeting of February 13, 2001, Amended A.R. #9A—Overnight Trip Request: Thousand Oaks High School Band, Drumline and Color Guard; A.R. #10—Purchase Order Report #579; A.R. #11—Transfer of Funds; A.R. #12—Warrant List – Items over \$1,000; A.R. #13—Award of Contract for Technology Writing at Madroña Elementary; A.R. #14—change Order #01-Meadows Elementary Phase 1 Modernization.

**CONSENT  
AGENDA**

**INFORMATION**

**INFO.**

The Board received information regarding Amendments to the following Policies: 156.2—Conflict of Interest; 230—District Office Line and Special Staff Administrators; 330—General Organizational Plan; 343.2.2—Staff Development Schedule; 500—Certificated and Other Personnel; 539—Dismissal, and 600—Classified Personnel. The Board also received information regarding the Adoption of Policy 520.2—Legal Status Requirement. There was no discussion.

The Board received information regarding Child Care Procedures. There was no discussion.

The Board received information regarding the 2001-02 General Fund Initial Budget Forecast. There was no discussion.

There were no items of legislation.

**LEGIS.**

There was no report from the Personnel Commission.

**PERS. COMM.**

President Phelps adjourned the regular session at 8:45 p.m. to reconvene on March 13, 2001, at 5:30 p.m. for Closed Session and 7:00 p.m. for the Regular Session Board Meeting.

**ADJOURN**

\_\_\_\_\_  
March 13, 2001  
Date Clerk

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March 13, 2001  
Date Secretary