

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

**April 19, 2016  
MINUTES**

**DISCUSSION SESSION: Best Practices for Students in Schools Receiving Title I Grant Funding**

The Discussion Session started at 4:20 p.m. Present were Board Members John Andersen, Peggy Buckles, Dr. Betsy Connolly, Mike Dunn, and President Pat Phelps; Dr. Ann Bonitatibus, Superintendent; Robert Iezza, Deputy Superintendent; Mark McLaughlin, Assistant Superintendent; Jon Sand, Assistant Superintendent; James Garza, Director, Secondary Education; Jeanne Valentine, Director, Elementary Education; Dr. Jennifer Boone, Director, Curriculum & Assessment; Dr. Antonio Castro, Director, Student Services; Dr. Michelle Morse, Director, Special Education; Dr. Deborah Martinez, Coordinator, EL Services; Ana Alvarez, Community Outreach; and principals from elementary schools receiving Title I grant funding: Kirsten Walker, Acacia; Kari Taketa, Conejo; Vivian Vina, Glenwood; and Eileen Wall, Walnut.

The Principals discussed the many programs that are offered at their schools, including Target Time, Super Hero Camp, Fun Friday at Lunch, The Leader in Me Pro, Rosetta Stone, Coding Club, Rising Tide, Genius Hour, various outreach programs and after-school enrichment classes, and an annual Symposium and Conference for parents.

The Discussion Session ended at 5:25 p.m.

**CALL TO ORDER – CLOSED SESSION**

At 5:30 p.m. President Phelps announced that the Board would convene into 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 6:35 p.m., where the following items were discussed:

- A. Pending Litigation, Pursuant to Government Code §54956.9(b)
- B. Public Employee Appointment/Employment
- C. Public Employee Discipline/Dismissal/Release
- D. Consideration of Student Discipline – Expulsion or Suspension
- E. Conference with Real Property Negotiators, Pursuant to Government Code §54956.8  
Property: 2498 Conejo Center Drive, Newbury Park, CA  
Agency Negotiator: Dr. Ann Bonitatibus  
Under Negotiation: Price and terms of payment

The Closed Session ended at 6:35 p.m.

**REGULAR SESSION**

**OPENING PROVISIONS**

Call to Order and Roll Call: President Phelps called the meeting to order at 6:40 p.m. Present were Board members John Andersen, Peggy Buckles, Dr. Betsy Connolly, Mike Dunn, and Pat Phelps. Administration: Dr. Ann Bonitatibus, Superintendent; Robert Iezza, Deputy Superintendent, Instructional Services; Mark McLaughlin, Assistant Superintendent, Personnel Services; Dr. Jon Sand, Assistant Superintendent, Business Services; Jeanne Valentine, Director, Elementary Education; James Garza, Director, Secondary Education; Dr. Jennifer Boone, Director, Curriculum & Assessment; and Dr. Michelle Morse, Director, Special Education.

Mrs. Phelps welcomed attendees to the meeting and read the procedural announcements.

**Approval of the Agenda**

Mrs. Buckles moved to approve the agenda with one change: move Action Item-General, Business Services, F. Approve the Opening and Review of Written Proposals to Purchase or Exchange the Real Property Located at 2498 Conejo Center Drive, Call for Oral Bids, and Award of Highest Conforming and Responsible Bid, to the Opening Provisions section, after the Approval of the Agenda, seconded by Dr. Connolly. Motion carried 5-0.

**Moved from Action Items – General, Business Services:**

**F. Approve the Opening and Review of Written Proposals to Purchase or Exchange the Real Property Located at 2498 Conejo Center Drive, Call for Oral Bids, and Award of Highest Conforming and Responsible Bid**

The District received two timely bids for the property. Board Recording Secretary handed the two sealed bids to Board President Pat Phelps. Mrs. Phelps opened two bids and handed them to Dr. Joel Kirschenstein of Sage Institute, the District's property negotiator. Dr. Kirschenstein announced that he and Attorney Jacquelyn Ruffin from Myers, Widders, Gibson, Jones & Feingold, LLP, would review the bids for conformity in the adjoining conference room, with the doors open. Once they complete their review, they will let Dr. Sand know, reconvene with the board, and call for oral bids for the property.

Dr. Joel Kirschenstein announced that in review of the bids, there was one conforming bid (Itule Real Estate Group), which opened the bidding process. The other bid was partially conforming (Martin Properties, Inc.) with two provisions that were inadvertently left out and would be resolved within 48 hours. Both bids were in the amount of \$2,480,000. Dr. Kirschenstein explained that the bidding process was now open, and the first bid must be a minimum increase of 5%, or \$124,000, for a total of \$2,504,000. Thereafter, bids would increase in the amount of \$100,000. Dr. Kirschenstein asked if there were any others in the audience who did not submit a written bid, but would like to participate in the oral bids. There were none.

Oral bidding commenced as follows:

- Itule Real Estate Group bid \$2,504,000
- Martin Properties Inc. bid \$2,604,000
- Itule Real Estate Group bid \$2,704,000
- Martin Properties Inc. bid \$2,804,000

Dr. Kirschenstein explained that the second highest bidder could become the official back up bidder. Dr. Kirschenstein asked if there were any other bidders; there were none. He closed the bidding process. The Board discussed accepting the highest oral bid of Martin Properties Inc. at \$2,804,000, subject to the bid becoming conforming by submitting the inadvertently omitted documentation within 48 hours. The Board confirmed with Mr. Chris Itule that Itule Real Estate would like to be backup bidder at \$2,700,000. He affirmed.

Mrs. Buckles made the motion to approve the opening and review of written proposals to purchase or exchange the real property located at 2498 Conejo Center Drive, call for oral bids, and award of highest conforming and

responsible bid to become conforming with the second bid as backup, seconded by Dr. Connolly. Motion carried 5-0.

**Presentations**

- Thousand Oaks High School LCAP Presentation, Lou Lichtl, Principal. Mr. Licht presented Thousand Oaks High School's Single Plan for Student Achievement (SPSA), which aligns with the district's LCAP. Mr. Lichtl introduced school counselor, Dr. Elizabeth Dee, who highlighted opportunities for English Language Learner students and parents.
- Proposed Revisions to LCAP, Dr. Ann Bonitatibus, Superintendent. Dr. Bonitatibus expressed how the LCAP plan serves as the district's guidepost. The LCAP plan, along with her Greenprint for Learning, provides the next steps for the District. She introduced her Greenprint for Success (GPS). Dr. Bonitatibus introduced proposals for the original three LCAP goals: #1 Improve Learning for All Students; #2 Maximize Student Potential through Effective Intervention; and #3 Engage Students through Quality Student Activities. Highpoints of the presentation were new proposed instructional initiatives: Home-school Independent Study (K-6), Century Academy options for grade 8 students, and Dual Immersion exploratory study. The presentation may be viewed on CVUSD website, [www.conejousd.org/Departments/Superintendent.aspx](http://www.conejousd.org/Departments/Superintendent.aspx).
- Use of Educator Effectiveness Funds, Dr. Jennifer Boone, Director, Curriculum & Assessment. Dr. Boone explained the background of the grant. Governor Jerry Brown enacted the grant, which was designed for Professional Development, Coaching and Support. Tying the grant to LCAP goals, Dr. Boone provided an outline as to how the funds will be spent within each goal area.
- Student Publication Manual, James Garza, Director, Secondary Education. Earlier in the year, Dr. Bonitatibus requested that Mr. Garza form a CVUSD Student Publication Manual Committee to review Board Policies and Administrative Regulations on freedom of speech/expression and harassment, compare existing policies and regulations with Education Code 48907, examine and identify options to provide guidance for teacher advisors, students and administrators who have oversight responsibility for student publications. These publications will include student newspapers and magazines. The manual was to have guidelines related to roles and responsibilities for student publications. The manual will be available in the District Office Secondary Education Office.

**Comments from the Public**

Four public speakers addressed their concerns to the Board:

- The first public speaker was joined by children from Weathersfield Elementary School who offered a poster and invitations for the Relay for Life, to be held on May 21-22, at the school.
- The second public speaker represented the Conejo Recreation and Park District to announce the Conejo Valley Days Children's Parade, which will be held on Saturday, May 7, at Conejo Creek Park North at 9:00 a.m. More information can be found on [www.conejovalleydays.us](http://www.conejovalleydays.us).
- The third public speaker represented the City of Thousand Oaks Public Works Department, and is a principle with the Planning and Energy Entitlement Services for a local company that is helping the City with its forestry master plan update. Her firm will be providing a survey seeking information from the community [www.toaks.org/ forestry/ master plans](http://www.toaks.org/forestry/master_plans).
- The fourth public speaker stated that alcohol cannot be offered in any form, including baskets at silent auctions, on school property.

**Comments from the Superintendent**

Dr. Bonitatibus introduced Kimberly Gold, selected as the CVUSD Coordinator of Communications, Community Engagement and Marketing. Kimberly has worked for the California Governor's Council on Physical Fitness & Sports, and most recently with the Salvation Army Southern California Division, holding various positions,

including Communications Associate and most recently, Marketing Manager. We look forward to Kimberly broadening our organization's digital reach, engaging our community, coordinating our brand, and promoting our district. Dr. Bonitatibus congratulated Dr. Antonio Castro, recently appointed Associate Superintendent of Instructional Services for the Ventura County Office of Education. She also congratulated Sequoia Middle School math teacher Karen Abbitt, who is being honored on April 28 by the Ventura County Mathematics Council with a Ventura County Outstanding Mathematics Teacher Award. Dr. Bonitatibus's Favorite Learner Moment was as a guest in Ms. Abbitt's mathematics class at Sequoia, enjoying "Algebra Tank" (like Shark Tank) where students pitched ideas for a water park. Not only did they exhibit great applied mathematics skills, they demonstrated an understanding of safety, community spirit, and services for families.

### **Comments from Individual Board Members**

Mr. Andersen commended the Greater Conejo Chamber of Commerce for partnering with the District on the Principal for ½ Day Program. He enjoyed attending the luncheon. Two *Teachers of the Month* were recognized in April as one was on a field trip during her month, so congratulations to Cathy Hocutt at Glenwood Elementary, and Cameo Carolan at Newbury Park High School. Mr. Andersen stated that he had received an email from a community member about a Proclamation from the City of Thousand Oaks, "Parental Alienation Awareness Day." He will pass this on to the Superintendent's office to be shared. Mr. Andersen commended Dr. Antonio Castro, Director, Student Support Services, Dr. Deborah Martinez, Coordinator, EL Services, and Ana Alvarez, Community Outreach, for attending a faith leaders' meeting regarding support in the community.

Mrs. Buckles thanked Robert Iezza for referring her to Mike Buckley, Director, Maintenance and Operations, to connecting with a community group that would like to plant oak trees on some of our sites. She also thanked Ana Alvarez, Community Outreach, for her work with the AAUW organization to help them with a program to mentor high school English language learners. A community member also contacted her about the STEM tent at Conejo Valley Days, which she is excited to visit.

Dr. Connolly discussed the Wellness Committee meeting last week. She stated that she, Mrs. Buckles, and Dr. Bonitatibus attended a meeting at the Ventura County Office of Education which addressed programs for English language learners. Dr. Connolly compared the content of that meeting to the Board's Discussion Session (held earlier in the evening) which included principals from schools that are receiving Title 1 funding. She stated how incredibly proud and impressed she is by CVUSD's many programs and outreach for students in the Title 1 schools.

Mrs. Phelps stated that she, too, was tremendously impressed by programs that are offered in our schools receiving Title 1 funding.

### **ACTION ITEMS – GENERAL**

#### **Personnel Services**

##### **A. Establishment of Position: District Office/Fiscal Services**

Mr. Andersen moved to approve the establishment of position as submitted, seconded by Dr. Connolly. Motion carried 5-0.

##### **B. Authorization to Open the 2016-2017 Proposal for Successor Collective Bargaining Negotiations Between the Conejo Valley Unified School District and the Unified Association of Conejo Teachers (UACT)**

Dr. Connolly moved to approve the District to reopen for negotiations with the Unified Association of Conejo Teachers, seconded by Mrs. Buckles. Motion carried 5-0.

##### **C. Resolution #15/16-18: National Teacher Appreciation Week (May 2-6, 2016)**

Mrs. Buckles moved to adopt a resolution declaring May 2-6, 2016, as “National Teacher Appreciation Week,” seconded by Mr. Andersen. Motion carried 5-0.

**D. Approval of an Agreement with California State University, Channel Islands, for a Student Teaching Program**

Mr. Dunn moved to approve the amendment to the agreement for the California State University Channel Islands Memorandum of Understanding for educational field experience, seconded by Mrs. Buckles. Motion carried 5-0.

**E. Approval of an Agreement with University of La Verne for a Student Teaching Program**

Mr. Andersen moved to approve the amendment to the agreement for the University of La Verne Memorandum of Understanding for educational field experience, seconded by Mrs. Buckles. Motion carried 5-0.

**Business Services**

**F. Approve the Opening and Review of Written Proposals to Purchase or Exchange the Real Property Located at 2498 Conejo Center Drive, Call for Oral Bids, and Award of Highest Conforming and Responsible Bid**

The Board approved moving this item to be discussed and acted upon immediately following the approval of the Agenda under the Opening Provisions portion of the Agenda.

**ACTION ITEMS – CONSENT**

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

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

1. Regular Meeting of April 5, 2016

B. Personnel Assignment Orders:

1. Certificated Employees: #0118 to #0124  
*Administrators, Exempt Specialists, Teachers*
2. Classified Employees: C-9727 to C-9749  
*Child Care Assistant, Child Nutrition Assistant I, Child Nutrition Assistant-Satellite, Custodian, Early Care Teacher, Intermediate Clerk Typist, Intermediate Clerk Typist – Bilingual, Paraprofessional/Bilingual-Spanish, Paraprofessional/PH, Paraprofessional/Special Ed, Secretary*
3. Exempt Employees: E-15390 to E-15513  
*Campus Supervisor, Coach, Proctor, Specialist*

C. Contract for Nonpublic School Placement for Handicapped Students

1. #28-15/16
2. #29-15/16

D. Stipulated Agreement: Student #5-15/16 SA

E. Parent Support/Booster Organization Reauthorization: Thousand Oaks High School Band

F. Purchase Order Report #899

G. Disposal of Surplus and Obsolete Equipment

- H. Change Order #1 – Various Sites – Hearing, Ventilation, Air Conditioning at Physical Education Offices – MKM Services, Inc.
- I. Notice of Completion: Various Sites – Heating, Ventilation, Air Conditioning at Physical Education Offices – MKM Services
- J. Approval to Submit a Request for Allowance of Attendance Because of Emergency Conditions
- K. Approval of Quarterly Report on Williams Uniform Complaints

**INFORMATION ITEMS**

Personnel Services

- A. Establishment of Positions in Instructional Services. Mr. Dunn had questions which Dr. Michelle Morse, Director, Special Education, answered. Mr. Andersen asked to have the positions voted on individually instead of clustering them in one report. Mrs. Phelps and Dr. Connolly responded that they would prefer the clustering of positions if the report was to present a departmental structure or restructure. The report will remain as is when forwarded for action.
- B. Approval of Resolution #15/16-20: Layoff/Reduction of Classified Positions. Mrs. Buckles asked if the individuals affected by the layoff could reapply for other positions in the District. Mr. McLaughlin responded yes. Amie Mills, Director, Child Development, and Mark McLaughlin responded to other questions from Mr. Andersen and Mr. Dunn.
- C. Establishment of Classified Positions: Neighborhood for Learning. Mr. Andersen and Mr. Dunn had questions, which Robert Iezza and Mark McLaughlin answered.

Instructional Services

- D. Approval of CVUSD Educator Effectiveness Block Grant Plan. Board questions were answered.
- E. Approval of Amendments to Administrative Regulation 5121: Grades/Evaluation of Student Achievement. Dr. Connolly expressed concerns regarding students accessing accelerated classes, e.g., Honors and Advanced Placement (AP). Lou Lichtl, Principal, Thousand Oaks High School, responded, stating that over the past several years, there has been more access to the Honors and AP classes through a petition process and teacher consideration when requested by students. Mr. Lichtl assured the Board members that very few petitions are denied. He also explained that the administration and teaching staff are aggressive about informing all students about options that are opened to them. Dr. Connolly stated that another concern of hers is that while she absolutely supports the students who take the extra steps to be in Honors and Advanced Placement classes, there are those 4.0 students who have also worked hard but have stayed within the College Prep (CP) track. She asked if these students have a way to be honored, also. Mr. Lichtl said yes, that there are awards specific to the non-weighted 4.0 student, including the Superintendent’s Highest Honor at graduation, and a purple cord over their robes at graduation designating them as 4.0 students.
- F. Approval of Amendments to Administrative Regulation 5145.2: Freedom of Speech/Expression. One Public Speaker stated that board policies should be clearer. Mr. Andersen referred to the National Scholastic Press Association model code of ethics document, “It’s Not About You, It’s About the Reader.” Mr. Andersen asked if the manual would have changed anything in the process last year when a controversial student publication was released. Dr. Bonitatibus and Robert Iezza responded yes, and cited examples of changes in the process now defined in the manual. Mr. Dunn stated his concerns about the long-term effects of controversial student publications.

- G. Approval of Amendments to Board Policy 5145: Married/Pregnant/Parenting Students. There was no discussion.
- H. Approval of Replacement for Administrative Regulation 6162.51: State Academic Achievement Tests. There was no discussion.
- I. Approval of Amendments to Administrative Regulation 6173.1: Education for foster Youth. There was no discussion.
- J. Approval of Replacement for Board Policy and Administrative Regulation 6174: Education for English Language Learners. There was no discussion.

**ADJOURNMENT**

Mrs. Phelps adjourned the Open Session at 9:16 p.m. **The next regularly-scheduled Board meeting will be Tuesday, May 3, 2016, 5:00 p.m. Closed Session, and 6:00 p.m. Open Session** at the CVUSD South Building Board Room, 1400 E. Janss Road, Thousand Oaks.

May 3, 2016

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Date

\_\_\_\_\_  
Clerk

May 3, 2016

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent