

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

**June 12, 2001**

**MINUTES**

The Conejo Valley Unified School District Board of Education met in Regular Session on Tuesday, June 12, 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 Jerry C. Gross, Superintendent; 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, Sean Corrigan, Director, Planning and Facilities, Martha Mutz, Director, Curriculum and Linda Vranesh, Director, Elementary Education.

**ROLL CALL**

The Closed Session meeting was called to order at 5:30 p.m. by Patricia H. Phelps, President. The Board discussed Certificated: teachers; Classified: child care supervisor, child nutrition assistant I, custodian, health clerk, substitutes; Exempt: specialists, student helpers, campus supervisors, proctors, Outdoor School, athletic coach. The Closed Session meeting adjourned at 7:11 p.m. The Regular Session meeting commenced at 7:15 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**

Mrs. Didio moved to approve the agenda as amended (Action Items—Consent: page 79A, A.R. #39A Fuel Equipment Repairs and Replacement at Maintenance & Operations, and page 79B, A.R. #39B Air Conditioning Repairs at Meadows Elementary School, and under Action Items—General, B. Instructional Services, 1. Expulsion: Los Cerritos Middle School—26-00/01E the page number is 12, A.R. #4), seconded by Mrs. Beaubien. Student vote: Aye. Motion carried 5-0.

**APPROVE AGENDA**

Carly Maygren, Thousand Oaks High School, was seated with the Board. Carly, Melissa Kindschi, Newbury Park High School, Megan Shirey, Westlake High School and Billy MacKelvey, Conejo Valley High School, reported on various events at the schools such as yearbook distributions, finals, senior activities, grad nights, Baccalaureate, graduation practice, graduation, summer school and summer band camp. The Board acknowledged and thanked the representatives for their reports during 2000/01, and presented certificates of appreciation to each representative. Student Board representatives for 2001/02 were introduced to the Board: Corey D. McMahon, Newbury Park High School, Tanya Lee Rohde, Thousand Oaks High School, and Jordan L. Gershman, Westlake High School. The representative from Conejo and Century High Schools will be announced in September.

**STUDENT BOARD MEMBERS**

Mrs. Phelps presented a certificate of appreciation to Cheryl Heitmann, District Advisory Committee Chair, for her service as DAC Chair for 2000/01. Mrs. Heitmann has served the District as a volunteer since 1986 in many capacities.

**PRESENTATIONS**

Ron Lipari, Principal, Westlake High School, presented a certificate of congratulations to Christopher A. Seabock, who will serve as one of the eleven Valedictorians at graduation.

**PRESENTATIONS  
(CONT.)**

Jo-Ann Yoos, Principal, Thousand Oaks High School, presented certificates of appreciation to student video technicians who have filmed the Board of Education meetings for 2000/2001: Franzcha Balzer, Bryan Morelock, Ryan Beattie, and teacher/advisor, Nancy Schroeder.

Jo-Ann Yoos, Principal, Thousand Oaks High School, recognized Lancer Band and Color Guard parent volunteer, Bonnie Cabral, for her 11 years of service to the band. Mrs. Cabral was presented a certification of appreciation by the Board.

Michael Berger, Principal, Sequoia Middle School, recognized Brandon Reed for the Eagle Scout project he completed at Sequoia. Brandon painted 28 benches and all the curbing at Sequoia.

Jo-Ann Yoos, Principal, Thousand Oaks High School, introduced the Softball Coach, Gary Walin, who presented certificates of congratulations to the team for their success as Marmonte League and CIF Champions. This is the third year in a row that the Lancers have enjoyed this distinction.

Ron Lipari, Principal, Westlake High School, introduced Baseball Coach, Josh Eby, who presented certificates of congratulations to the team for their success as Marmonte League Champions. This is the second year in a row that the Warriors have enjoyed this distinction.

Andrea Richard, PFA president at Westlake Elementary School, presented information regarding the many cultural and art programs available through PFA at Westlake Elementary School, including a 12-week fine arts program with a specialist, music programs, a children’s choir, a holiday concert, strings and band program, a theater-arts program, a woodworking after-school class, and assemblies that include cultural and artistic programs. The PFA has also provided time and money to purchase audio equipment and improvements in the multi-purpose room. The Westlake Elementary PFA received an award for “Excellence in the Arts” from the Thousand Oaks Arts Commission.

**REPORTS-  
WESTLAKE  
ELEM. SCH.**

In lieu of remarks, Dr. Gross asked the Board, staff, students and community to view a special video that was aired on the Fox Sports Network. The tape highlighted the story about Thousand Oaks High School students Jim Rosso, junior, and Michael Bunch, freshman. Both Jim and Michael are on the Lancer’s track team; Jim is blind, Michael is Jim’s aid on the track. During meets, Michael runs the 100 and 200 meter races, then Michael and Jim together run the 800 meter with Jim’s hand on Michael’s arm. The goal is not necessarily to win, the goal is to finish the race and perform at personal best. Dr. Gross recognized and thanked Michael Bunch, who was in attendance at the meeting. He also thanked the student Board representatives for their fine reports this past year, congratulated the graduating seniors, and wished students and teachers a fun, relaxing summer.

**SUPT.  
REMARKS**

Cheryl Heitmann, Chairperson, District Advisory Committee (DAC), thanked the Board for her recognition. Mrs. Heitmann said that DAC received a form letter back from the Governor’s office in response to DAC’s letter stating their concern about the Governor’s middle school proposal. At the May 15 meeting, Horizon Hills presented a video about their parenting program offered at that site and Chuck Eklund, Director, Secondary Education and

**DISTRICT  
COMM.**

Martha Mutz, Director, Curriculum, presented information regarding the changing UC and CSU requirements.

**DISTRICT  
COMM  
(CONT.)**

Patti Yomantas, President, Conejo Council PTA, reported on some of the high points for the 2000/2001 school year: district-wide membership topped 11,500; student membership increased to nearly 1,000 in the secondary schools; the Council presented six \$500 student scholarships on behalf of the State PTA; locally both Thousand Oaks and Westlake High School student PTA groups raised funds and presented more than two dozen scholarships to graduating seniors; Sycamore Canyon Elementary School joined the Council this year, make District nineteen schools in the Conejo Council; PTA volunteer hours logged in at 202,315 hours. Mrs. Yomantas named several of the enhanced instructional programs offered through PTA: reading incentive programs, the Reflections art program, diversity/Bi-lingual advisory programs, citizenship and advocacy programs, tutoring programs, and aid for students to participate in the County Science Faire. District PTAs also coordinated efforts to help families affected by the Many Mansions fire and students in need. Monies raised through PTA efforts, estimated over \$500,000 district wide, have been used to purchase a variety of supplies and items at the schools, including science supplies, computer hardware and software, specialists throughout the curriculum, art display cases, Outdoor School scholarships, library books and equipment, classroom furniture, stage curtains, and many more.

Beth Doupe, Bond District Advisory Committee chair, reported from the meeting of May. During that meeting, the committee reviewed the annual report, which includes information regarding Bond projects that have been completed to date, future projects, and total expenditures, Current projects: building at Westlake Hills is ahead of schedule and should be completed by July 1, the food court and bathrooms will be completed prior to the beginning of school in September; Redwood Middle School gym in under way; the Westlake High School pool and tennis courts should begin around July 9. Mrs. Doupe introduced next year's chairperson, Mr. Jack Tucker.

Barbara Anderson Bade submitted photos and spoke to the issue of the conditions of the restrooms at Manzanita Elementary School. Mrs. Bade also asked the Board to continue to work to address the concerns at Manzanita as identified recently.

**PUBLIC  
CONCERNS**

Dale Waingrow spoke to the Board about the ethnic population mix at Manzanita Elementary School.

Nick Quidwai voiced his displeasure that the City Council and the School Board meet on the same evening, that he is not pleased with the day and time of the Board meetings, and that he feels that the School Board does not listen to parents.

Dr. Gross addressed the issue of the current population at Manzanita Elementary School and pointed out that the boundaries have not changed for Manzanita in 20 years, but the neighborhood demographics have changed. He stated that neither this Board, nor any previous Board, has changed boundaries to balance ethnic populations at school sites. The purpose of the Board is to guide the direction of academic programs at the schools. Dr. Gross also mentioned that the student test scores of students fluent in English are at or above average at Manzanita. The District has allocated in excess of \$425,000 to Manzanita for support services for school year 2001/2002.

Mr. Mortimer addressed Mrs. Bade's concern about the bathrooms at Manzanita. He stated that restrooms are an issue District wide, and ten schools have already had restroom renovations. He said that Manzanita will be included in restroom renovations on the next

round of bond sales.

Dr. Stephens shared a letter from Judy Bowers, Literacy Trainer at the Ventura County Superintendent of Schools Offices, who praised Martha Mutz, Director, Curriculum. He also commended Mrs. Mutz for her work with the Reading Results program

**BOARD  
REMARKS**

Mrs. Beaubien moved to approve Personnel Assignment Orders Certificated #5602 - #5638, Classified #C-0357 - #C-0372 and #E-2579 - #E-2610, seconded by Tim Stephens. Motion carried 5-0.

**PAO'S**

The following assignments were announced:

Anne Hetu was appointed as Director, Certificated Personnel, on Class IV, Step C, of the management salary schedule for the 2001-2002 school year, effective July 1, 2001.

Mrs. Didio moved to amend Policy 271.1 Compensation Concept for Managers and Policy 291.1 Compensation Concept for Confidential Employees (First Reading), seconded by Mrs. Beaubien. Motion carried 5-0. A.R. #1 filed.

**AMEND  
POLICY**

Dr. Stephens moved to approve the Declaration of Need for Fully Qualified Educators 2001-2002, as attached, and authorize administrative staff to forward the declaration to the State of California Commission on Teacher Credentialing, seconded by Mrs. Beaubien. Motion carried 5-0. A.R. # 2 filed.

**DECLARA-  
TION**

Mrs. Del Campo moved to commence implementing procedures to reduce/delete classified positions as requested, effective July 18, 2001, at Wildwood Elementary School, seconded by Mrs. Phelps. Motion carried 5-0. A.R. #3 filed.

**REDUCE  
CLASS.  
POSITIONS**

Mrs. Beaubien moved to expel student 26-00/01E from the Conejo Valley Unified School District effective May 15, 2001, pursuant to the conditions described in the "Voluntary Consent to Discipline" signed and dated May 15, 2001; and readmit student 26-00/01E to the District's Independent Study Program and/or refer to the County's Community School Program; and permit student 26-00/01E to apply for readmission to other programs on or after January 28, 2002, seconded by Dr. Stephens. Motion carried 5-0. A.R. #4 filed.

**EXPULSIONS**

Mrs. Didio moved to expel student 27-00/01E from the Conejo Valley Unified School District effective May 29, 2001, pursuant to the conditions described in the "Voluntary Consent to Discipline" signed and dated May 29, 2001; and readmit student 27-00/01E to the District's Independent Study Program and/or refer to the County's Community School Program; and permit student 27-00/01E to apply for readmission to other programs on or after January 28, 2002, seconded by Mrs. Del Campo. Motion carried 5-0. A.R. #5 filed.

Dr. Stephens moved to expel student 28-00/01E from the Conejo Valley Unified School District effective May 31, 2001, pursuant to the conditions described in the "Voluntary Consent to Discipline" signed and dated May 31, 2001; and readmit student 28-00/01E to the District's Independent Study Program and/or refer to the County's Community School Program; and permit student 28-00/01E to apply for readmission to other programs on or after January 28, 2002, seconded by Mrs. Del Campo. Motion carried 5-0. A.R. #6 filed.

Mrs. Del Campo moved to readmit student 14-00/01E to Newbury Park High School effective June 21, 2001, seconded by Mrs. Beaubien. Motion carried 5-0. A.R. #7 filed.

**READMIT**

Dr. Stephens moved to amend Policy 834.9: State and Federal Uniform Complaint Policy (First Reading) to comply with changes in Education Code Section 220, seconded by Mrs. Beaubien. Motion carried 5-0. A.R. #8 filed.

**AMEND  
POLICY 834.9**

Mrs. Didio moved to amend Policy 394: Policies—Chapter 1 Program (First Reading) as proposed, seconded by Mrs. Beaubien. Motion carried 5-0. A.R. #9 filed.

**AMEND  
POLICY 394**

Mrs. Del Campo moved to accept the 2000-01 Third Quarter Financial Statements as submitted, seconded by Mrs. Beaubien. Motion carried 5-0. A.R. #10 filed.

**THIRD QTR.  
FINANCIAL**

Mrs. Phelps opened a Public Hearing at 8:50 p.m. for Resolution #00/01-24: Approve Environmental Study—Sycamore Canyon Elementary School. Sean Corrigan, Director, Facilities and Planning, summarized the two current formal studies at the Sycamore Canyon Elementary School site, which satisfy the requirements of the California Department of Education. The District contracted with ENSR International, who conducted the Preliminary Environmental Assessment (PEA). Gerald Hels, a senior environmental engineer from ENSR, was introduced to the Board and discussed the environmental study. Results of the assessment proved the site virtually clean of elements deemed harmful by the Department of Toxic Substances Control. The District also contracted with LSA Associates to conduct a study to comply with the California Environmental Quality Act (CEQA). The results of the study supports the construction of an elementary school on the Dos Vientos site. Mr. Corrigan asked that the Board approve the PEA to obtain a “no further action” letter from the Department of Toxic Substances Control, and tentatively approve the CEQA study. Once approved, the District can then file a notice of determination approving the Mitigated Negative Declaration, as soon as we receive approved of the PEA from the Department of Toxic Substances Control.

**PUBLIC  
HEARING**

Mrs. Didio asked if additional acreage is added to the site, will it be covered within this report; Mr. Corrigan responded that additional studies will be required. Dr Stephens asked when the District will begin ground breaking at the Sycamore Canyon site; Mr. Corrigan responded that it should be during the first week of July, and the school should be completed in June or July, 2002.

Mrs. Phelps closed the Hearing at 9:00 p.m. Mrs. Beaubien moved to approve Resolution #00/01-24: Approve Environmental Study—Sycamore Canyon Elementary School, seconded by Dr. Stephens. Motion carried 5-0. A.R. #11 filed.

Mrs. Beaubien moved to approve the Consent Agenda (as amended), seconded by Didio. Motion carried 5-0. A.R.’s filed: Minutes of Regular Meeting of May 22, 2001; A.R. #12 Approval of 2001/02 Consolidated Application; A.R. #13 Academic Performance Index Matching Grant Budgets; A.R. #14 English/Language Arts K-2 Standards Adoption; A.R. #15 CIF/Marmonte League Representatives; A.R. #16 Overnight Trip Request Newbury Park High School Renaissance Club; A.R. #17 Overnight Trip Request Thousand Oaks High School Girls’ Basketball Team; A.R. #18 Overnight Trip Request Thousand Oaks High School Cross Country Team; A.R. #19 Overnight Trip Request Thousand Oaks High School Journalism/Yearbook Club; A.R. #20 Overnight Trip Request Westlake High School Cheerleaders; A.R. #21 Purchase Order Report #586; A.R. #22 Acceptance of Equipment and/or Cash Donations; A.R. #23 Resolution 00/01-17 2001/02 Retroactive Salary Schedule Authorization; A.R. #24 Resolution 00/01-18 Year-End Budget Transfers; A.R. #25 Resolution 00/01-19 Appropriation of Unbudgeted Income to Reserves; A.R. #26 Resolution 00/01-20 Approval of Appropriation Transfer; A.R. #27 Resolution 00/01-21 Approval of Expense Transfers; A.R. #28 Resolution 00/01-22 Approval of Interfund Transfers; A.R. #29 Resolution 00/01-23 Approval of Temporary Loans Between District Funds; A.R. #30 Award

**CONSENT  
AGENDA**

of Bid 01 /4 Flooring at Los Cerritos; A.R. #31 Award of Bid 01/3 Roofing at Various Sites; A.R. #32 Award of Bid 01 /6 HVAC Renovation Westlake Elementary; A.R. #33 Award of Bid 01/ 6 HVAC Sequoia Middle School; A.R. #34 Change Order Newbury Park High School #1-HVAC and Utility Renovation 00-01; A.R. #35 Change Order Thousand Oaks High School Track 96-01A; A.R. #36 Notice of Completion Technology Wiring—Williams Communications (#1); A.R. #37 Notice of Completion Technology Wiring—Williams Communication (#2); A.R. #38 Rejection of Insurance Claim—LaRosa; A.R. #39 Rejection of Insurance Claim—Nation, A.R. #39A Fuel Equipment Repairs and Replacement at Maintenance and Operations; A.R. #39B Air Conditioning Repairs at Meadows Elementary School.

**CONSENT  
AGENDA  
(CONT.)**

**INFORMATION**

The Board received information regarding the following items:

**INFO.**

Instructional Services

1. 2001/02 School Schedules: Dr. Stephens asked how many of the elementary schools have schedules for “banking time;” Dr. Simpson responded there are six. Dr. Stephens asked if any other schools were showing interest; the response was yes.
2. School Schedules at Lang Ranch and Sycamore Canyon Elementary Schools: Dr. Stephens referred to the Rationale that Sycamore Canyon Elementary School used to explain their request for “banking time”: will allow for teachers to collaborate and participate in staff development activities at their grade level, across grade levels, and as a total school staff on Tuesday afternoons. It will also allow Sycamore Canyon to be on the same schedule as Cypress. This schedule will allow both sites to further their professional development goals, thus improving instruction for all students.” Mrs. Phelps stated that it is unfortunate that the banked time process seems to be limited to only the elementary schools.
3. Pupil textbook and Instructional Materials Incentive Act: there were no questions or comments.
4. Approval of Contract Renewal of Transition Partnership Program: there were no questions or comments.
5. Amendment of Policy 454 Academic Honesty: Mrs. Phelps questioned the first level of contact with the parent as she feels that parental contact is very important. Dr. Simpson responded that parents are contacted by telephone within five schools days of the offense (when it is known). Dr. Simpson stated that the key element in the change of policy is that the accumulation of the first offense is two years, as opposed to the original of four years.

Business Services

1. 2001-2002 Adopted Budgets—General Fund and Ancillary Funds: Dr. Stephens pointed out the anticipated increase of utility costs in next year’s budget. Mr. Mortimer further explained the anticipated increases.
2. 2001-2002 Parent-Pay Transportation Status Report and 2001-2002 Parent-Pay Transportation Program: Nick Quidwai addressed the Board regarding this issue and

stated that in his opinion the District should pay for student transportation. There were no further questions or comments.

**INFO.  
(CONT.)**

- 3. 2001/2002 Civic Center Fee Schedule: Mrs. Didio questioned whether utility costs were included in the increase of costs; the response was yes. She asked if the District would adjust costs if utility costs came down; the answer was yes, that Districts could make adjustments anytime during the year. He also stated that the District is trying to help lower these costs by having user groups schedule their activities in facilities that are more cost effective to run in terms of utility costs.

There were no items of Legislation.

**LEGIS.**

There was no report from the Personnel Commission.

**PERS. COMM.**

President Phelps adjourned the regular session at 9:28 p.m. to reconvene on June 26, 2001 at 5:30 p.m. for Closed Session and 7:00 p.m. for Regular Session.

**ADJOURN**

_____ June 26, 2001	_____
Date	Clerk

_____ June 26, 2001	_____
Date	Secretary