

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

July 10, 2001

MINUTES

The Conejo Valley Unified School District Board of Education met in Regular Session on Tuesday, July 10, 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; Gary Mortimer, Assistant Superintendent, Business Services, Linda Vranesh, Director, Elementary Education. Other staff present during the Regular Session was Martha Mutz, Director, Curriculum.

**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, administrators; Classified: administrative assistant, child nutrition assistant I, substitutes; Exempt: specialists, student helpers, campus supervisors. The Closed Session meeting adjourned at 7:05 p.m. The Regular Session meeting commenced at 7:10 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 (add A.R. #5A-Creation of One Administrative Assistant Position; correction of A.R. #12-Resolution #01/02-01 Acquisition of Sycamore Canyon Elementary Site; move A.R. #14—Award of Bid: Construction of Sycamore Canyon Elementary School and A.R. #15—Award of Bid: Elevator Project: Newbury Park High School from Class III Action Items – Consent to Class II Action Items – General, Business Services, #2 and #3 respectively; add A.R. #17A-Change Order #3-Meadows Elementary School-Phase 1 Modernization-GRD Construction; add pages # 65C, 65D for A.R. #18—Change Order #1-Thousand Oaks High School-Phase 1 Modernization-Coordinated Construction, Inc.; add pages #65E, 65F, and 65G for A.R. #19—Change Order #1-Ladera/Park Oaks Elementary Schools Phase 1 Modernization (00-90) Century Construction, Inc.; add pages 65H and 65I for A.R. #20—Change Order #1 Conejo/Glenwood Elementary Schools Phase 1 Modernization-Coordinated Construction, Inc.; add pages 65J and 65K for A.R. #21—Change Order #1 Walnut/Weathersfield Elementary Schools Phase 1 Modernization-Coordinated Construction, Inc.; add page 72 for A.R. #25—Notice of Completion-Meadows Elementary School-Phase 1 Modernization-GRD Construction; add page 73 for A.R. #26—Notice of Completion-Thousand Oaks High School-Phase 1 Modernization-Coordinated Construction, Inc.; add page 74 for A.R. #27—Notice of Completion-Ladera/Park Oaks Elementary Schools-Phase 1 Modernization-Century Constructors, Inc.; add page 75 for A.R. #28—Notice of Completion-Conejo/Glenwood Elementary Schools-Phase 2 Modernization-Coordinated Construction, Inc.; and add page 76 for A.R. #29—Notice of Completion-Walnut/Weathersfield Elementary Schools Phase 1 Modernization-Coordinated Construction, Inc., seconded by Mrs. Beaubien. Mrs. Didio asked Mr. Mortimer the reason for all the changes. Mr. Mortimer explained that there are several bid openings and project completions during July and August between Board meetings. This

**APPROVE
AGENDA**

process allows progress to continue without delay. Motion carried 5-0.

**APPROVE
AGENDA
(CONT.)**

Mr. Jack Tucker, Chairperson and Dianne McKay, former communications officer, presented the Annual Report for the Bond District Advisory Committee (Bond DAC). Mr. Tucker gave the Board an overview of major milestones that have been made through bond funds over the past three years: class size reduction facilities, modernization projects, telephone systems, major capital projects such as middle school gymnasiums, Westlake High School pool and tennis courts, and Newbury Park High School HVAC system. Ms. McKay presented information regarding the history of Bond DAC, project priorities, and financial summary. Ms. McKay also presented the mission statement of Bond DAC: Responsible for reviewing and making recommendations to the CBO on matters pertaining to: fiscal oversight, bond sale review, project budget review, general overhead and personnel cost review, project priorities, and communication strategies. The report is available for viewing at the CVUSD Business Office. Dr. Stephens questioned how much of the bond money is earmarked for moving Conejo Valley High School, relocating the maintenance yard and the bus site; Mr. Mortimer responded \$3.5 million for those three projects. Mr. Mortimer also stated that there is not enough bond money to cover the cost of those three projects, and the District will have to review the projects. At this time, the relocation of Conejo Valley High School would be the top priority, followed by the bus site and then the maintenance yard. Dr. Stephens asked if the General Fund would be used to fund any of those projects; Mr. Mortimer responded at this time there are no plans for that. Mrs. Beaubien asked when the busses are scheduled to be moved; Mr. Mortimer responded that with the success of bond sales, he hopes by the end of the school year 2001-2002. Mrs. Phelps thanked the Bond DAC committee for their commitment and diligence.

**PRESENTA-
TION**

Dr. Gross commented that he received correspondence from Cal Johnston regarding the building of the Boys' and Girls' Clubs on the middle school campuses. Mr. Johnston has heard from several community members in support of this project.

**SUPERINTEN-
DENT'S
REMARKS**

Sydney Stein discussed the fact that several years ago the District adopted resolutions that came through the State Department for recognition of and curriculum for historical figures who played an important part of our nation's history. Eventually, the District made a decision not to adopt the resolutions, but incorporate the information into the curriculum. After receiving phone calls from parents asking why the District did not recognize these special events, she decided to investigate Ed Code and discovered that many of the recognitions have actual dates and times that curriculum should be taught. Mrs. Stein asked that the Curriculum Department be aware of these State requirements.

**PUBLIC
CONCERNS**

Stan McClain, president, CSEA, addressed the Board asking them to look at the middle school Instructional Media Assistant (IMT) positions and consider returning them to an eight-hour position. Mr. McClain stated that the IMTs have been given more responsibilities, especially with the 6th grade students now at the middle schools, but their hours have not been increased.

Dr. Stephens thanked Gary Mortimer for his work to obtain two property deeds in the Shapell area, and commended Dr. Sheila Carlson, Director, Staff Development/Grants, for her work on the proposal application for the Neighborhoods For Learning Grant. Through this grant, the District will have \$2.5 million for three years to develop three Neighborhood Learning Centers for preschool age children. Dr. Stephens stated that this is an excellent collaboration of the School District, the City of Thousand Oaks, the Conejo Recreation and Park District, and the County. The proposal focuses on school readiness, child care, health care and parent education. Dr. Stephens commented that Dr. Carlson was hired for this effort, and that her

**BOARD
REMARKS**

staff development efforts have also been exemplary.

**BOARD
REMARKS
(CONT.)**

Mrs. Phelps agreed with Dr. Stephen’s comments, and also thanked Supervisor Frank Schillo for spearheading the Neighborhoods for Learning efforts.

Mrs. Beaubien moved to approve Personnel Assignment Orders Certificated #5661 - #5681, Classified #C-0397 - #C-0423 and Exempt #E-2640 - #E-2762, seconded by Mrs. Didio. Motion carried 5-0.

PAO’S

Mrs. Phelps made the following announcements:

Shirley Shaw has been appointed as high school assistant Principal, on Class X, Step A, of the certificated management salary schedule for the 2001-2002 school year, effective July 1, 2001.

Lisa Magorien has been appointed as high school assistant principal, on Class X, Step A, of the certificated management salary schedule for the 2001-2002 school year, effective July 1, 2002.

Gregory Gibbons has been appointed as dean of students, on Class X, Step A, of the certificated management salary schedule for the 2001-2002 school year, effective July 1, 2001.

Coreen Pefley has been appointed as Coordinator, Welfare and Attendance, on Class XIII, Step A, of the certificated management salary schedule for the 2001-2002 school year, effective July 1, 2001.

Dr. Stephens moved to approve tandem-teaching teams at Lang Ranch and Weathersfield Elementary Schools for the 2001-2002 school year, seconded by Mrs. Didio. Dr. Stephens commended the District for implementing the Tandem Teaching Program. Motion carried 5-0. A.R. #1 filed.

**TANDEM
TEACHING**

Mrs. Didio moved to amend Policy 271.1 Compensation Concept for Managers and Policy 291.1 Compensation Concept for Confidential Employees (Second Reading), seconded by Mrs. Beaubien. Motion carried 5-0. A.R. # 2 filed.

**AMEND
POLICIES**

Mrs. Del Campo moved to amend Policy 394 Policies Chapter 1 Program (Second Reading), seconded by Dr. Stephens. Motion carried 5-0. A.R. #3 filed.

Mrs. Beaubien moved to amend Policy 834.9 State and Federal Uniform Complaint Policy (Second Reading), seconded by Dr. Stephens. Motion carried 5-0. A.R. #4 filed.

Dr. Stephens moved to approve the annual signature list for 2001-02, seconded by Mrs. Beaubien. Motion carried 5-0. A.R. #5 filed.

**ANNUAL
SIGNATURES**

Dr. Stephens moved to approve the creation of an Administrative Assistant position to be assigned to the office of the Director, Staff Development/Grant Writing as a new Administrative Assistant position, seconded by Mrs. Beaubien. Motion carried 5-0. A.R. #5A filed.

**NEW
POSITION**

Mrs. Beaubien moved to declare CCI and GRD Construction bids non-responsive and award contract to Viola Constructors for the construction of Sycamore Canyon Elementary School, seconded by Mrs. Didio. Dr. Stephens asked if Sycamore Canyon Elementary School would

**AWARD OF
BIDS**

be opened in September 2002; Mr. Mortimer assured the Board that he would do everything possible to have that happen. Motion carried 5-0. A.R. #14 filed.

AWARD OF BIDS (CONT.)

Mrs. Del Campo moved to award the Elevator Project at Newbury Park High School to the specific contractor, Tunney Construction, seconded by Mrs. Beaubien. Motion carried 5-0. A.R. #15 filed.

Mrs. Beaubien moved to approve the Consent Agenda as amended, seconded by Dr. Stephens. Motion carried 5-0. A.R.s filed: Minutes of Regular Meeting of June 26, 2001; A.R. #6—Overnight Trip Request Newbury Park High School Cheerleaders; A.R. #7—Overnight Trip Request—Thousand Oaks High School Cheerleaders; A.R. #8—Secondary Standard Math Textbook and Materials Adoption; A.R. #9—Purchase Order Report #588; A.R. #10—Acceptance of Cash Donations; A.R. #11—Rejection of Insurance Claim (Fehlman); A.R. #12—Resolution #01/02-01 Acquisition of Sycamore Canyon Elementary Site; A.R. #13—Building Modification Project—Westlake High School; A.R. #16—Change Order: #2 Newbury Park High School HVAC and Utilities (00-01); A.R. #17—Change Order: #3 Thousand Oaks High School Track (96-01A); A.R. #17A—Change Order: #3 Meadows Elementary School-Phase 1 Modernization-GRD Construction; A.R. #18—Change Order: #1 Thousand Oaks High School Phase 1 Modernization; A.R. #19—Change Order #1 Park Oaks/Ladera Elementary Schools Phase 1 Modernization; A.R. #20—Change Order #1 Conejo/Glenwood Elementary Schools Phase 1 Modernization; A.R. #21—Change Order #1 Walnut/Weathersfield Elementary Schools Phase 1 Modernization; A.R. #22—Notice of Completion Indefinite Quantity Fencing (various sites); A.R. #23—Notice of Completion Newbury Park High School HVAC and Utility Renovations; A.R. #24—Notice of Completion Thousand Oaks High School Track and Field Improvement; A.R. #25—Notice of Completion Meadows Elementary School Phase 1 Modernization; A.R. #26—Thousand Oaks High School Phase 1 Modernization; A.R. #27—Park Oaks/Ladera Elementary Schools Phase 1 Modernization; A.R. #28—Conejo/Glenwood Elementary Schools Phase 1 Modernization; A.R. #29—Walnut/Weathersfield Elementary Schools Phase 12 Modernization.

CONSENT AGENDA

INFORMATION

There were no information items.

INFO.

Items of legislation: Dr. Gross commented that the State failed to pass the budget at this time.

LEGIS.

There was no report from the Personnel Commission.

PERS. COMM.

President Phelps adjourned the regular session at 8:20 p.m. to reconvene on August 28, 2001 at 5:30 p.m. for Closed Session and 7:00 p.m. for Regular Session.

ADJOURN

Date

Clerk

Date

Secretary