

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

October 23, 2001

MINUTES
(Adopted)

The Conejo Valley Unified School District Board of Education met in Regular Session on Tuesday, October 23, 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 Neil Schmidt, Interim Superintendent, Richard W. Simpson, Assistant Superintendent, Instructional Services; Jody Dunlap, Assistant Superintendent, Personnel Services; Regena Ward, Director, Fiscal Services, Chuck Eklund, Director, Secondary Education, and Martha Mutz, Director, Curriculum/Media Services. **ROLL CALL**

The Closed Session meeting was called to order at 5:45 p.m. by Patricia H. Phelps, President. The Board discussed appointment/employment of Certificated: teachers, administrators; Classified: child nutrition assistants, childcare leader, groundskeeper, instructional assistants, instructional assistants/Special Education, custodian (reinstate), instructional assistant/Bilingual Spanish (reinstate), substitutes; Exempt: specialists, campus supervisors, proctors, athletic coaches; dismissal/discipline/release; labor relations. The Closed Session meeting adjourned at 6:55 p.m. The Regular Session meeting commenced at 7:06 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 ANNOUNCEMENTS**

Mrs. Didio requested that Agenda Report No. 8, Career-Applied Technology Education Grant Application, be pulled from the Consent Agenda for discussion and moved to approve the agenda as amended, seconded by Mrs. Beaubien. Motion carried 5-0. **APPROVE AGENDA**

Beverly Eidmann, principal, Manzanita Elementary School, recognized students Eric Embree and Seth Hannemann who completed Eagle Scout projects on her campus. **RECOGNITIONS**

Chuck Eklund, Director, Secondary Education, Martha Mutz, Director, Curriculum/Media Services and Linda Moore, teacher, Colina Middle School, presented information regarding the Secondary Reading Program. Mrs. Didio questioned whether there was any analysis of students who have entered the program; Mrs. Mutz replied that she would report back to her with the information. Dr. Stephens asked if students' writing skills were improved; Mrs. Mutz responded that the students did not have time in the program to do comprehensive writing, but do develop summarization skills, and Mrs. Moore responded that students are asked to **REPORTS**

complete daily journal writing and book report writing. Mrs. Phelps asked if teachers could determine a pattern of where problems began for these students; Mrs. Mutz stated that through testing, the processing of language seems to be the most crucial area where these students are lacking. Dr. Stephens commented on the uniqueness and value of this intervention program for secondary students, and congratulated all staff involved.

**REPORTS
(CONT.)**

Sean Corrigan offered a 75-slide presentation of major projects that the maintenance department worked on through the summer to the present. Dr. Stephens remarked that he was dazzled and impressed with the scope of the work, and commended Mr. Corrigan and the staff. Dr. Stephens asked if there would be any further major projects after August 2002 that will be in the major project category; Mr. Corrigan responded that the major construction projects under the bond are underway or soon-to-be completed. Mrs. Didio asked about the status of Conejo Valley High School; Mr. Corrigan responded that Moorpark College has a joint-facility project on their bond list that will be a collaborative effort with our District. The two entities are currently working on the plans. Dr. Schmidt added that staff will return to the Board before the end of the year with more information on these plans. Mrs. Phelps asked if the infrastructure work will be completed from the next sale of the bonds; Mr. Corrigan responded that if the State does not come through with State bond funding, we will do smaller projects at several schools through a combination of deferred maintenance, redevelopment and bond funding. Mrs. Del Campo asked if the District was looking at putting in an all-weather track at Newbury Park High School; Mr. Corrigan responded that currently, on the bond list, there will be replacement of the visitor's seating section of the stadium.

Dr. Schmidt: 1) mentioned that the District was invited to be part of an employee "Welcome" event for Baxter Bioscience on Saturday, October 27, 11:00 am – 4:00 p.m. at the Verizon Center. Jody Dunlap, Chuck Eklund, Linda Vranesh and Anne Hetu will man the booth to provide information about our schools. Baxter will be phasing in their headquarters with approximately 500 employees at the Verizon building as Verizon phases out. 2) congratulated the schools for their API scores. The District had 17 schools that scored above 800 API points, which is the level the State considers exemplary. At all levels the schools increased scores from last year. 3) reminded the public that at the last meeting the Board approved the District's Annual Report on the Strategic Plan, and that copies are available in the Superintendent's office. He also mentioned that this school year ends the current 3-year Strategic Plan and that the District will begin to work toward the next plan. 4) introduced the students that volunteer their time to video the Board meeting for Channel 21. Thousand Oaks High School teacher Doug Olsen and students Brian Morelock, James Sopko, and Franzcha Balzer have been with the program for 2 years, and students Brandon Coleston and Chris Keir are new to the program this year.

**SUPT'S
REMARKS**

Stan McClain, president, California School Employees Association, distributed reopeners to the CSEA contract for the year 2001/2002 to the Board members.

**PUBLIC
CONCERNS**

Nick Quidwai read his comments from the minutes of the last meeting, and stated that all the issues are still "on the table." He commented that he moved to the Conejo

Valley because he believed that the City was great, and wants it to stay that way.

Mrs. Del Campo commented on a Peace Day Leadership Training that was recently held at the Conejo Teen Center. Students learned about tolerance and acceptance, more effective ways to promote racial unity and violence prevention through peer intervention, and how to deal with bullies. The training also provided information for students to organize a "Teens for Humanity" club at their campuses, which reaches out to students who have problems making friends. Mrs. Del Campo commended Thousand Oaks and Newbury Park High Schools for sending student and staff representatives to the training. Mrs. Del Campo also discussed the benefits of an elementary school program titled "Ouch That Hurts," which involves parent volunteers who enact situations for students through role-playing. This program helps students realize that cruel behavior is unacceptable.

**BOARD
REMARKS**

Mrs. Phelps updated the staff and public on the superintendent search. On November 13, 2001, Leadership Associates will be meeting all day with representatives of various staff, bargaining units, parent volunteer groups, business partners, community representatives and students to help determine the characteristics desired for the next superintendent. Community members are welcomed to call the superintendent's office for an appointment if desired. The next step will be a brochure developed by Leadership Associates and a nation-wide broadcast for the position.

Mrs. Beaubien moved to approve Personnel Assignment Orders Certificated #5754 - #6022, Classified #C-0617 - #C-0655 and Exempt #E-2937 - #E-2974, seconded by Dr. Stephens. Motion carried 5-0.

PAO'S

President Phelps made the following announcement:

Drew Passalacqua has been appointed Middle School Dean of Students on Class XV, Step A, of the certificated management salary schedule for the 2001-2002 school year.

Barbara Ladny has been appointed Coordinator, Special Education, on Class XIII, Step D, of the certificated management salary schedule for the 2001-2002 school year.

President Phelps opened a Public Hearing at 8:25 p.m. for the Board of Education nominee for the position of Personnel Commissioner. There were no comments. President Phelps closed the Public Hearing at 8:26 p.m. Mrs. Beaubien moved to appoint Nate Harimoto to serve as Personnel Commissioner for the term December 1, 2001 through November 30, 2004, seconded by Mary Jo Del Campo. Motion carried 5-0. A.R. #1 filed.

**PUBLIC
HEARING**

Dr. Stephens moved to approve the agreement between the Conejo Valley Unified School District and the University of Phoenix, for the placement of advanced education students in elementary and secondary student teacher assignments within the District during the 2001-2002 school year, seconded by Mrs. Didio. Motion carried 5-0. A.R. #2 filed.

**STUDENT
TEACHER
AGREEMENT**

Mrs. Del Campo moved to expel student 3-0102E from the Conejo Valley Unified School District effective October 5, 2001, pursuant to the conditions described in the "Voluntary Consent to Discipline" signed and dated October 5, 2001; readmit student 3-0102E to the District's Independent Study Program and/or refer to the County's Community School Program; and permit student 3-0102E to apply for readmission to other programs on or after June 14, 2002, seconded by Mrs. Beaubien. Motion carried 5-0. A.R. #3 filed. **EXPULSIONS**

Mrs. Didio moved to expel student 4-0102E from the Conejo Valley Unified School District effective October 10, 2001, pursuant to the conditions described in the "Voluntary Consent to Discipline" signed and dated October 10, 2001; readmit student 4-0102E to the District's Independent Study Program and/or refer to the County's Community School Program; and permit student 4-0102E to apply for readmission to other programs on or after June 14, 2002, seconded by Mrs. Del Campo. Motion carried 5-0. A.R. #4 filed.

Dr. Stephens moved to expel student 5-0102E from the Conejo Valley Unified School District effective October 15, 2001, pursuant to the conditions described in the "Voluntary Consent to Discipline" signed and dated October 15, 2001; readmit student 5-0102E to the District's Independent Study Program and/or refer to the County's Community School Program; and permit student 5-0102E to apply for readmission to other programs on or after June 14, 2002, seconded by Mrs. Beaubien. Motion carried 5-0. A.R. #5 filed.

Mrs. Phelps responded to the remark made during the October 9, 2001, Public Concerns portion of the Agenda in which the speaker felt that expulsions were not treated seriously. Mrs. Phelps assured the public that expulsions are a very serious matter and that staff works diligently to ensure that students are treated justly and that parents are involved in the process. The safety and welfare of all students of the District are considered in matters of expulsions.

President Phelps asked the Board if there were any comments on Agenda Report #8, Career-Applied Technology Education Grant Application, which Mrs. Didio pulled from the Consent Agenda prior to approving the agenda. Mrs. Didio responded that she was concerned about line item #4000 on the Budget/Expenditure Schedule, Books and Supplies. She pointed out that this is where the bulk of the expenditures seem to be. Mr. Eklund explained that in the past, most of the items under the #4000 classification would have been listed under #6000, Capital Outlay. However, the Federal Government has changed the rules and only items over \$10,000 can be listed as Capital Outlay. Mrs. Didio requested specific information regarding who were the decision-makers regarding expenditures, and how these decisions were made at each high school. Mr. Eklund responded that curriculum development is almost the entire expenditure at Westlake High School because they will be developing a new computerized animation class. At Newbury Park High School the staff decided to develop their Cisco web design program and purchase new tools and machines for the woodshop class. For Thousand Oaks High School, the money will be used to bring the metal shop up-to-date with large purchases such as arch welders, metal saws, mobile tool carts and tool crib, torch, grinder, and various tools. The bulk of the money listed under Guidance and Counseling is for the Eureka Search System, which **CONSENT AGENDA**

helps students determine strengths for career choices. Regena Ward, Director, Fiscal Systems, commented that the State determined these categories and the schools and staff attempt to make the best match when listing expenditures. Mrs. Beaubien asked how the staff determined where the money was spent at each site; Mr. Eklund responded by the principals met with the appropriate staff to make these decisions.

**CONSENT
AGENDA
(CONT.)**

Mrs. Didio moved to approve the Career-Applied Technology Education Grant Application for 2001-2002, seconded by Dr. Stephens. A.R. #8 was returned to the Consent Agenda by a vote of 5-0.

Mrs. Beaubien moved to approve the Consent Agenda as originally presented, seconded by Mrs. Didio. Motion carried 5-0. A.R.s filed: Minutes of Special Meeting of October 3, 2001 and Regular Meeting of October 9, 2001; A.R. #6—Save-at-School Program: Banyan Elementary School; A.R. #7—High School Science Textbook and Materials Adoption; A.R. #8—Career-Applied Technology Education Grant Application; A.R. #9—Parent/Booster Organization Reauthorization: Newbury Park High School Umbrella Booster Club; A.R. #10—Parent/Booster Organization Reauthorization: Thousand Oaks High School Track and Field Booster Club; A.R. #11—Overnight Trip Request: Thousand Oaks High School Boys' Basketball; A.R. #12—Overnight Trip Request: Thousand Oaks High School Boys' Basketball; A.R. #13—Overnight Trip Request: Conejo Elementary School STAR Program; A.R. #14—Purchase Order Report #593; A.R. #15—Rejection of Insurance claim (Hackett); A.R. #16—Rejection of Claim (Custom Design Construction) Westlake Hills Elementary; A.R. #17—Change Order #1-Phase 1 Modernization: Westlake Hills Elementary; A.R. #18—Notice of Completion-Phase 1 Modernization: Westlake Hills Elementary; A.R. #19—Notice of Completion-Lunch Shelter Alterations: Westlake Hills Elementary; A.R. #20—Notice of Completion-Indefinite Quantity Fencing: Weathersfield Elementary.

INFORMATION

INFO.

The Board received information regarding the 2001-2002 first Quarter Financial Statement. Mrs. Didio inquired about the escrow accounts listed in the Statement; Mrs. Ward explained that by law construction contracts may request that 10% retention be set up in an escrow account until such time they are paid. The two escrow accounts listed are for Sycamore Canyon Elementary School and the Westlake High School pool. Mrs. Didio also commented that she noticed that employee benefits are pulling out of the District reserves, and that this issue will have to be addressed.

Dr. Schmidt commented on Senate Bill 19, a pupil health bill, which requires elementary and middle schools to modify significantly the type of foods that are offered to students during certain hours of the day. Dr. Schmidt commended the District for already having many of the regulations in place even though the bill will not be in effect for a couple of years. He also expressed disappointment that the governor did not sign Assembly Bill 508. This bill would have provided scholarships to students who qualified on last year's State tests.

LEGIS.

There was no report from the Personnel Commission.

**PERS.
COMM.**

President Phelps adjourned the regular session at 8:44 p.m. to reconvene on Tuesday, November 13, 2001 at 5:30 p.m. for Closed Session and 7:00 p.m. for Regular Session.

ADJOURN

November 13, 2001
Date Clerk

November 13, 2001
Date Secretary