

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

**December 9, 2003
MINUTES
(Adopted)**

The Conejo Valley Unified School District Board of Education met in Regular Session on December 9, 2003, 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, Patricia H. Phelps, and Timothy G. Stephens. President Dolores Didio was out of town on School District business. Also present were Robert Fraisse, Superintendent, Richard Simpson, Assistant Superintendent, Instructional Services and Jody Dunlap, Assistant Superintendent, Personnel Services. Chuck Eklund, Director, Secondary Education, Linda Faverty, Director, Elementary Education, Martha Mutz, Director, Curriculum, and Mike Vollmert, Association Director, Research, Evaluation, and Assessment, were also in attendance.

**ROLL
CALL**

The Closed Session meeting was called to order at 5:00 p.m. by Dorothy Beaubien, Vice President. The Board discussed appointment/employment of: Certificated: Teachers; Classified: Child Care Assistant, Child Nutrition Assistants, Custodians, Paraprofessionals/Special Ed, Substitutes; Exempt: Specialists, Campus Supervisors, Student Helper, Athletic Coaches. The Closed Session ended at 5:54 p.m.

**CLOSED
SESSION**

Vice President Beaubien passed the gavel to Dr. Fraisse, Secretary to the Board of Education, who conducted the election of the Board President. Mrs. Del Campo moved to nominate Dorothy Beaubien to serve as President of the Board of Education. There were no other nominations, and the nominations were closed. Motion carried 4-0. Dr. Fraisse handed the gavel to Mrs. Beaubien to continue the meeting. Mrs. Beaubien thanked Mrs. Didio for her excellent leadership for the past year.

**ELECT
BOARD
PRESIDENT**

Mrs. Phelps moved to nominate Timothy Stephens to serve as Vice President of the Board of Education. There were no other nominations, and the nominations were closed. Motion carried 4-0.

**ELECT
VICE PRES.**

Dr. Stephens moved to nominate Mary Jo Del Campo to served as Clerk of the Board of Education. There were no other nominations, and the nominations were closed. Motion carried 4-0.

**ELECT
CLERK**

Dr. Stephens moved to schedule the regular meetings of the Board of Education on the second and fourth Tuesday of each month at 6:00 p.m. in the Board Room of the District Office, seconded by Mrs. Del Campo. Motion carried 4-0.

**MEETING
SCHEDULE
FOR 2004**

Mrs. Del Campo moved to nominate Patricia Phelps to serve as the Board Representative to the Venture County Committee on School District Organization, seconded by Dr. Stephens. Motion carried 4-0.

**BOARD
ASSIGN.**

Mrs. Beaubien announced that she would be making committee assignments at the next Board meeting, January 13, 2004.

**CMTE.
ASSIGN.**

President Beaubien called the meeting to order at 6:03 p.m., led the Pledge of Allegiance, and read announcements that reviewed instructions regarding smoking, cell phones, Speaker’s Cards, Public Statement Cards, and where the public could find agendas and Board procedure information.

**PLEDGE
AND
ANNOUNCE-
MENTS**

Mrs. Phelps moved to approve the agenda, seconded by Mrs. Del Campo. Motion carried 4-0. Student vote aye.

**APPROVE
AGENDA**

Vanessa Hernandez, student Board member representing Conejo Valley/Century High Schools, sat with the Board. Vanessa, along with Heather Sand, Thousand Oaks High School, Matthew Lee, Newbury Park High School, and Kathleen Sullivan, Westlake High School, discussed school activities such as holiday activities, talent show, job shadowing, school-to-career activities, charitable events, ASB activities, athletic activities, assemblies, and ASG elections.

**STUDENT
BOARD
REPS.**

There was no report from the District Advisory Council.

**DISTRICT
CMTS.**

Justine Fischer, Conejo Council PTA Chair, thanked Dr. Fraisse for his recognition of volunteer efforts in his Winter report and mentioned some of the PTA activities of the chapter presidents and members; mentioned plans for the annual state convention (May 3-6, 2004, in Long Beach), and the national convention (June 25-29, 2004, in Anaheim).

Jack Tucker, Bond District Advisory Chair, updated the Board on the bond facilities improvements.

Dr. Fraisse 1) applauded Westlake High School and Los Cerritos Middle School for their nominations as Blue Ribbon Schools. The nominations are in two categories this year: significant improvement or qualifying in the top 10% of California schools. Both schools were nominated in the latter category! 2) congratulated November Chamber Teacher of the Month, Melanie Ashen, Westlake High School, and December Teacher of the Month, Elaine Kamenow, Sycamore Canyon School! 3) commended Thousand Oaks High School Mass Media teacher Nancy Schroeder for her “Award of Excellence” received through UCSD; 4) thanked the staff and volunteers at Newbury Park High School involved in the “Every 15 Minutes” program currently at the campus, and commented on the excellent behavior of the students during the introduction of the program. The program is based on the fact that every 15 minutes someone in California is killed due to drinking or taking drugs before driving. 5) wished the entire community safe and happy holidays!

**SUPT.
REMARKS**

Terry McCallum, President, Conejo Schools Foundation, distributed brochures which were mailed to our school community, and thanked everyone for their positive responses to the 100 Days campaign. Mr. McCallum also mentioned that the foundation's board is volunteer staff and that there are no salaries being paid.

**PUBLIC
COMMENTS**

Linda Van Dolsen, Thousand Oaks resident, distributed an article regarding portable classrooms and asked the Board to look at priorities for 2004, especially for grades K-12.

Debbie Gregory, President of Save the Conejo, commended the District teachers, staff and superintendent and asked that priorities including over-crowding in our schools be considered before going forward with the proposed joint-use facility with Moorpark College. Ms. Gregory also asked if our schools were prepared for a disaster.

Nick Quidwai, Executive Director for Concerned Citizen of the Conejo, congratulated the newly selected officers of the Board and asked for a report on Shappell properties and CSAPA.

Stan McClain, President, California School Employees Association Chapter #620, submitted a notice to reopen the current collective bargaining agreement with District.

Suzanne Duckett, Thousand Oaks resident, distributed the 2003/04 County HIV/AIDS report. Mrs. Duckett also stated that all people who attended the Town Hall meetings in Newbury Park should be counted as heroes for getting the school stadiums funding from the City.

Dr. Stephens commended the Every 15 Minutes program currently running at Newbury Park High School and commended the staff for their excellence. Dr. Stephens also commended Westlake High School and Los Cerritos Middle School for having been nominated for the Blue Ribbon Schools program.

**BOARD
REMARKS**

Mrs. Del Campo moved to nominate the following as candidates for the 2004 CSBA Delegate Assembly, Sub-Region 11-B: Darlene Bruno, Hueneme Elementary School District; Jan Iceland, Oak Park Unified School District; Judy Jordan, Las Virgenes Unified School District; and Robert M. Salas, Santa Paula Union High School District, seconded by Mrs. Phelps. Motion carried 4-0. A.R. #1 filed.

**CSBA
DELEGATE
ASSEMBLY**

Dr. Stephens moved to approve Personnel Assignment Orders Certificated #6653 - #6657, Classified #C-1805 - #C-1820, and Exempt #E-4795 - #E-4823, seconded by Mrs. Del Campo. Motion carried 4-0.

PAO'S

Mrs. Phelps moved to amend Policy 344.3 Promotion and Retention as proposed, seconded by Mrs. Del Campo. Motion carried 4-0. A.R. #2 filed.

**POLICY
AMEND.**

Mrs. Del Campo moved to approve the District Library plan, seconded by Mrs. Phelps. Motion carried 4-0. A.R. #3 filed.

**DISTRICT
LIBRARY
PLAN**

Mrs. Del Campo moved to accept the 2003-2004 First Quarter Financial Statements as submitted, seconded by Mrs. Phelps. Nick Quidwai asked questions about the statement. Motion carried 4-0. A.R. #4 filed.

**2003-2004
1st QTR. FIN.
STATEMENTS**

Mrs. Del Campo moved to approve the Consent Agenda, seconded by Mrs. Phelps. Motion carried 4-0. Approval of minutes for Regular Meeting of November 18, 2003; A.R.s filed: A.R. #5 Overnight Trip Request Thousand Oaks High School Dance Team; A.R. #6 Parent Support/Booster Organization Reauthorization Aspen Elementary School Parent Faculty Association; A.R. #7 Parent Support/Booster Organization Reauthorization Walnut Elementary School Scrip; A.R. #8 Parent Support/Booster Organization Reauthorization Westlake Hills Elementary School Parent Faculty Association; A.R. #9 Parent Support/Booster Organization Reauthorization Sequoia Middle School Chorus; A.R. #10 Parent Support/Booster Organization Reauthorization Newbury Park High School Cheerleading; A.R. #11 Parent Support/Booster Organization Reauthorization Newbury Park High School Tennis; A.R. #12 Parent Support/Booster Organization Reauthorization Newbury Park High School Theatre; A.R. #13 Parent Support/Booster Organization Reauthorization Newbury Park High School Track & Field; A.R. #14 Parent Support/Booster Organization Reauthorization Newbury Park High School Umbrella; A.R. #15 Parent Support/Booster Organization Reauthorization Newbury Park High School Boys Volleyball; A.R. #16 Parent Support/Booster Organization Reauthorization Newbury Park High School Girls Volleyball; A.R. #17 Parent Support/Booster Organization Reauthorization Thousand Oaks High School Band Booster Club; A.R. #18 Parent Support/Booster Organization Reauthorization Thousand Oaks High School Boys Soccer; A.R. #19 Parent Support/Booster Organization Reauthorization Thousand Oaks High School Girls Volleyball; A.R. #20 Parent Support/Booster Organization Reauthorization Thousand Oaks High School Boys Water Polo; A.R. #21 Parent Support/Booster Organization Reauthorization Thousand Oaks High School Wrestling; A.R. #22 Parent Support/Booster Organization Reauthorization Westlake High School Aquatics; A.R. #23 Parent Support/Booster Organization Reauthorization Westlake High School Boys Basketball; A.R. #24 Parent Support/Booster Organization Reauthorization Westlake High School Choral Booster; A.R. #25 Parent Support/Booster Organization Reauthorization Westlake High School Scholarship Foundation; A.R. #26 Parent Support/Booster Organization Reauthorization Westlake High School Soccer; A.R. #27 Purchase Order Report #635; A.R. #28 Disposal of Surplus and Obsolete Equipment; A.R. #29 Acceptance of Equipment and Cash Donations; A.R. #30 Rejection of Claim (Costeines); A.R. #31 Change Order #1 Banyan Elementary Library Expansion, David Atkin Construction, Inc.; A.R. #32 Change Order #2 Colina Middle School Phase 1 Modernization/HVAC Replacement, Coordinated Construction, Inc.; A.R. #33 Change Order #3 Colina Middle School, Phase 1 Modernization/HVAC Replacement, Coordinated Construction, Inc.; A.R. #34 Change Order #1 Manzanita Elementary School Phase 1 Modernization Coordinated Construction, Inc.; A.R. #35 Change Order #1 Sequoia Middle School Phase 1A Modernization GRD Construction, Inc.; A.R. #36 Notice of Completion Colina Middle School, Coordinated Construction, Inc. HVAC Replacement; A.R. #37 Notice of Completion Manzanita Elementary School Phase 1 Modernization, Coordinated Construction, Inc.; A.R. #38 Notice of Completion Sequoia Middle School, GRD Construction, Inc.; A.R. #39 Notice of Completion Sycamore Canyon

**CONSENT
AGENDA**

Elementary, Network Infrastructure Corporation; A.R. #40 Notice of Completion
Thousand Oaks High School Network Infrastructure Corporation; A.R. #41 Notice of
Completion Various Schools Premium Construction Company, Playground
Installation; A.R. #42 Notice of Completion Various Schools Indefinite Quantity
Masonry and Concrete Contract Mendez Concrete, Inc.; A.R. #42A Expulsion:
Thousand Oaks High School #13-03/04E.

**CONSENT
AGENDA
(CONT.)**

Instructional Services: Approval of 2003/04 School Plans for Student Achievement.
There were no comments.

INFO.

Business Services: Agreement with Sage Institute, Inc. Dr. Stephens commended Dr.
Fraisse for securing consulting services to review all District-owned properties for
future planning.

Goals Committee Report: Dr. Fraisse, Martha Mutz, and Mike Vollmert presented an
update on District Goals Area #3: Research, Innovation and Systemic Improvement.

There were no items of Legislation.

LEGIS.

There were no items from the Personnel Commission.

PER. COMM.

President Beaubien adjourned the regular session at 7:35 p.m. and wished everyone
happy holidays! The Board will convene on Tuesday, January 13, 2004, at 5:00 p.m.
for Closed Session and 6:00 p.m. for Regular Session.

January 13, 2004
Date Clerk

January 13, 2004
Date Secretary

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