

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

December 13, 2005

MINUTES**CALL TO ORDER – OPEN SESSION****OPENING PROVISIONS**

President Stephens called the meeting to order at 6:07 p.m., and led the Pledge of Allegiance. President Stephens welcomed guests and read the procedural announcements.

Present were Board members Dorothy Beaubien, Dolores Didio, Mike Dunn, Pat Phelps, and Dr. Timothy Stephens; Administration: Dr. Robert Fraisse, Superintendent, Dr. Richard Simpson, Assistant Superintendent, Instructional Services, Jo-Ann Yoos, Assistant Superintendent, Personnel Services, Dr. Jeffrey Baarstad, Assistant Superintendent, Business Services, Chuck Eklund, Director, Secondary Education, and Janet Cosaro, Director, Special Education

Dr. Stephens welcomed and introduced the Student Board Representatives.

Approval of Agenda

Mrs. Didio moved to approve the agenda with the following changes: pull Consent Agenda Items G. Approval of 2005/2006 School Plans for Student Achievement (presented under Information Items), and K.2. Modernization of Three High School Stadium Fields and Two Tracks – Union Engineering Company, Inc., seconded by Mrs. Beaubien. Motion carried 5-0.

Reorganization of the Board of Education

Dr. Stephens handed the gavel to Dr. Fraisse, Secretary to the Board of Education, to conduct the election of the Board President. Dr. Fraisse explained the procedure for the reorganization, and commended Dr. Stephens for his excellent leadership during his term as President of the Board. Mrs. Didio moved to nominate Pat Phelps to serve as President of the Board of Education. There were no other nominations, and the nominations were closed. Motion carried 5-0. Dr. Fraisse handed the gavel to newly elected President Phelps to continue with the meeting.

Mrs. Phelps thanked Dr. Stephens for his great leadership, and then asked for nominations for Vice President. Mrs. Beaubien moved to nominate Dolores Didio to serve as Vice President of the Board of Education. There were no other nominations, and the nominations were closed. Motion carried 5-0.

Mrs. Phelps asked for nomination for Clerk of the Board. Mrs. Didio moved to nominate Dorothy Beaubien to serve as Clerk of the Board of Education. There were no other nominations, and the nominations were closed. Motion carried 5-0.

Mrs. Beaubien, Mrs. Didio and Mr. Dunn thanked Dr. Stephens for his leadership and commitment to our schools. Dr. Stephens stated the importance of the Board acting as a team, and that he believes that our District is better today than it was a year ago, and will be better yet next year at this time than it is now. He thanked the Superintendent, the principals and staffs throughout the District, the parents, and community members for making Conejo Valley one of the best districts in the state of California.

Set Date, Time, and Place of Regular Board Meetings

Dr. Stephens moved to schedule the regular school board meetings of the Conejo Valley Unified School District on the second and fourth Tuesday of each month, at 6:00 p.m., to be held in the Board Room of the District Office. This schedule will continue through the duration of the 2005/2006 school year due to the existing calendars that have already been set. During the 2006/2007 school year, I recommend that the Board communicate with staff and parents to determine if meeting on the first and third Tuesday of each month would better serve the needs of the District, seconded by Mrs. Didio. Mr. Dunn asked if the Board could meet on a Wednesday or Thursday to avoid the same meeting day as the City Council. Dr. Stephens stated that the first and third Tuesday of the month would avoid the City Council meetings, which are on the second and fourth Tuesday of each month. By having the meetings on the first and third Tuesday, Board and staff and parents would be free to visit City Council meetings if they wish. Mr. Dunn asked if the vote was to meet on the second and fourth Tuesday – for the duration of this year – and this schedule cannot be changed until September. Mrs. Beaubien stated that after an investigation, there may or may not be a change, depending on the results. It was discussed that Tuesdays are better for staff and students/parents as later in the week when there are events such as athletics, theater, music, etc., at the schools. Motion carried 4-1, Mr. Dunn voting no; student vote aye.

Appointment of Board Representative to Ventura County Committee on School District Reorganization

Mrs. Beaubien nominated Pat Phelps to serve as the Board Representative to the Ventura County Committee on School District Reorganization. There were no further nominations. Motion carried 5-0, student vote aye.

Assignment to Committees

Mrs. Phelps announced that the committee assignments for the upcoming year will be filled by appointment formally at our next Board meeting. Board members will be assigned to their current committees for purposes of continuity for the upcoming year unless it is brought to her attention that a Board member wishes to have another committee assignment.

Dr. Fraisse commented that on the list of Board-assigned committees, there needs to be the addition of a Board representative for the study group, “Small Alternative High School.” Information will be sent to the Board about this.

Presentations**California Teacher of the Year Nomination**

Mrs. Yoos introduced and congratulated Claudia West, third grade teacher at Westlake Hills Elementary, for being nominated by the District for this honor.

Eagle Scout Recognitions

Randy Jokela, Thousand Oaks High School student, was recognized by Jim Baird, Principal, Glenwood Elementary School, for his work on the safety arches around all of the classroom doors and refurbishment of the handball courts.

Spenser Call, Westlake High School student, was recognized by Mike Waters, Principal, Colina Middle School, for his work refurbishing the obstacle course and long jump runways at Colina.

John Frances Murphy, student at Westlake High School, was recognized by Ron Lipari, Principal, Westlake High School, for his work on the parking lot for students which included decorative fencing and tree plantings.

Marmonte League Champions

Thousand Oaks High School Girls Volleyball Team and coaches were honored for ending the season as Marmonte League Champions.

Westlake High School Girls Golf Team and coaches were honored for winning the Marmonte League title.

Reports from Student Board Representatives

Kyle Greenberg, Conejo Valley/Century High Schools, sat with the Board. Kyle, along with Kelly Feiweles, Westlake High School, Morgan Lopker, Thousand Oaks High School, and Angela Greenleaf (sitting in for Jill Zino), Newbury Park High School, provided the Board with reports from their schools regarding topics such as Toys for Tots efforts, donation of gym equipment at Conejo Valley HS, student newspapers, guest speakers at rallies, blood drives, holiday performances, band concerts, Winter Ball, financial aid workshops, new clubs on campuses, school-to-career workshops, adopt-a-family program, and the Community Dinner at Thousand Oaks High School on December 25.

Reports from Support Organizations Leadership

Betsy Connolly, Chairperson, District Advisory Council, thanked Joe Cook, Director, Child Nutrition, for his presentation to DAC regarding the development of the school site wellness plans. Joe discussed the need to develop policy, answered questions, provided a questionnaire for the school site councils, and will return in January with results of the questionnaire. Other presentations at the December DAC meeting were a physical education update by Linda Faverty, Chuck Eklund and Dr. Simpson, Dr. Mike Vollmert provided information about the new district website which will be available sometime next year, and Dr. Fraise offered information regarding the SuccessMaker program.

Sue Wells, Conejo Council PTA President, stated that there are 340 more members of the council this year than last, with a total of 11,380. The drive will run to March 1, 2006. The results of the Reflections program was: 1,022 entries to the units, 322 received by the council, and 53 were forwarded to the 12th District event. She thanked Kathee Hans for her coordination of the program. Mrs. Wells announced that the California PTA Convention is being held May 10-13, 2006, in Anaheim. The next meeting of the council will be January 18 at Cypress Elementary School. Mrs. Wells introduced John Eum, Thousand Oaks High School PTA President.

Lorraine O'Neill, Bond District Advisory Council Chair, reported on the meeting of October 20, at which time Dr. Baarstad reported on the B-DAC annual report. He also discussed a meeting with the Strategic Planning Committee early next year to discuss the remaining Measure R money, how much modernization is left to do, and what's left for Phase II modernization. Sean Corrigan provided a construction update for work completed over the summer – approximately \$23 million in modernization, growth-related and deferred maintenance projects. Mr. Corrigan reported that Measure R Phase 1 modernization has been completed at most of the school. The next Bond DAC meeting is scheduled for January 26, 2006, at which time they hope to approve the annual report and catch up on the status of the projects.

Comments from the Superintendent

Dr. Fraise: 1) praised the evening's speakers—students and parents—for their informative reports and excellent presentations; 2) thanked the City Council for inviting the Board and staff to the State of the City luncheon and commended Mayor Bill-de la Piña for outlining successes within our community and her vision for the future; 3) congratulated and welcomed Scott Mitnick, new City Manager, for his many years of service to the community and stated that he looks forward to working with him in the future; 4) thanked all the performing groups throughout the District for their hard work putting together wonderful holiday programs. He encouraged community members to attend holiday programs at our schools. Their talent and creative presentations are exceptional!

Comments from the Public

Mr. John Fitzpatrick, Superintendent in Residence at Pepperdine University, announced to the Board and community that the Pepperdine School of Education has chosen Dr. Fraise as the Superintendent of the Year. Dr. Fraise will be honored at a special dinner at the Superintendent's Symposium in Monterey in January.

John Baker, Thousand Oaks, spoke about the Open Classroom program at Conejo Elementary School, and thanked the Board and the District for having such a program available for students. Mr. Baker commented on the nurturing environment and some of the special programs offered in the Open Classroom. Mr. Baker encouraged people to experience the program at the open house offered next month.

Peggy Buckles, Westlake Village, discussed research which supports the importance of music and art in a student's educational composite, and asked if the Board would consider providing a list of credentialed teachers to all schools to better align the after-school programs. Ms. Buckles also provided information regarding college scholarship money that is available for young artists.

Barbara Kloster, Thousand Oaks, thanked the schools for passing out flyers regarding "The Day of the Horse," which was September 24. Ms. Kloster stated that this was a hands-on, educational program and hopes to hold it annually. Ms. Kloster spoke to Mr. Dunn's suggestion at the previous Board meeting to move the continuation school to the Waverly Adult School site, and reminded the Board about the problems that neighborhood had years ago with the excessive traffic to and from the site.

John Anderson, Newbury Park, asked that the Board revisit the calendar issue regarding non-school days around the Christmas holiday, and suggested that December 15 be listed on school calendars as Christmas.

Comments from Individual Board Members

Mrs. Didio asked that staff review the calendar, and would like Christmas day to be listed as such on school calendars. She discussed the Board and Superintendent's attendance at the CSBA conference earlier in the month, and the fact that career classes are becoming more prevalent on the school campuses state wide. Ms. Didio thanked the schools that she has visited recently, and stated that the public would be amazed to know all the excellent programs our teachers are presenting to the students.

Mrs. Beaubien commented on the CSBA conference and the focus on career/technical programs.

Dr. Stephens discussed the CSBA conference and the value of Board members and staff meeting with their counterparts across the State to learn what other districts are doing, and to proudly share our successes, also.

Mr. Dunn stated that while the Education Code lists December 25 as such, he would like to see our District list that day as Christmas.

Mrs. Phelps also talked about the benefits of the Board and staff to attend the CSBA conference from the perspective of sharing ideas and successes with other districts. Ms. Phelps mentioned that she is anxious for the availability of the District's new website, which is going to be such an improvement over the current website. She thanked PTA for the wonderful Reflections program and also thanked Kathee Hans for her coordination of the program.

ACTION ITEMS – GENERAL

Board of Education

1. 2006 CSBA Delegate Assembly Nominations

Mrs. Beaubien moved to nominate Dolores Didio to serve as Delegate Assembly, seconded by Dr. Stephens. Motion carried 5-0, student aye.

Personnel Services

2. PUBLIC HEARING. Mrs. Phelps opened the Public Hearing of the Public Response to the District's Initial Response to CSEA Proposal at 7:58 p.m.; there were no comments from the public. Mrs. Phelps closed the hearing at 7:59 p.m.

3. Initial Response to the 2005-2006 Proposal for Successor Collective Bargaining Negotiations Submitted by the California School Employees Association (CSEA), Chapter #620.

Mrs. Beaubien moved to adopt the District's initial response, and authorize the Superintendent to initiate negotiations with CSEA, seconded by Dr. Stephens. Motion carried 5-0; student vote aye.

4. Declaration of Need for Fully Qualified Educators.

Dr. Stephens moved to approve the Declaration of Need for Fully Qualified Educators 2005-2006, as attached, and authorize administrative staff to forward the declaration to the State of California Commission on Teacher Credentialing. Motion carried 5-0; student vote aye.

5. Approval of Revised 2006-2007 School Year Calendar.

Dr. Stephens moved to not approve the revised 2006-2007 school year calendar at this time, and to direct staff and the unions to revisit the calendar to see if adjustments can be made that make Friday, December 22, 2006, a Board holiday, seconded by Mrs. Didio. Mrs. Phelps asked for further Board discussion: Mrs. Beaubien asked Dr. Fraisse to clarify the process – Dr. Fraisse stated that it is a matter of law that the calendar is a negotiated item. Mrs. Beaubien agreed that the calendar this year is difficult and stated that the Board was remiss to not notice how short the holiday timeline was. Dr. Fraisse stated that the Board could ask the unions to revisit the calendar for the next year, and this would require re-negotiating the calendar. Mrs. Didio stated that there are so many things to consider when the staff looks at getting the school calendars together, such as instructional minutes, other holidays, staff development, what surrounding districts are doing, etc., but agreed that the calendar should be revisited. Mr. Dunn stated that his wife called around the county and found only one other district that planned their calendar this

way. Dr. Stephens discussed the difficulty in trying to get a calendar to meet everyone's needs; however, he confirmed a need for a compromise to make Friday, December 22, 2006, the first day of the Winter Break. Mrs. Phelps stated that she has also received phone calls on both side of the situation: for those staying in town, they appreciate having the extended time after the holidays to truly rest and enjoy their families; for those needing to travel or receiving guests from out of town, they need the time prior to the holidays. Dr. Stephens commented on the concern about major absentees, and stated that the staff will look at those results. Jerry Morris, First Vice President, UACT, discussed the difficulty in structuring a school calendar, and mentioned that the union members always consider family needs as well as all the other factors involved. Members are polled, parents are listened to, and past practices are reviewed. Mr. Morris stated that although this will not be easy to revisit, the union is willing to work with it. Sara Williams, Newbury Park, discussed the desire for families to have time before Christmas. She stated that she knows that some families will be pulling their children out of school the week before Christmas. Ms. Williams asked the Board to consider the budget shortfall that will occur due to the calendar, and asked for a full week ahead of Christmas in the future. Susan Falk, President, UACT, spoke to the issue of formulating the calendar, and how one holiday should not determine how the calendar is devised. The calendar is reviewed numerous times, and history has shown that this calendar is the best for everyone. Mrs. Phelps asked for a vote: Motion carried 5-0, student vote aye.

Instructional Services

6. Approval of 2006 Summer School/Extended Year Programs

Mrs. Didio moved to approve the extended year 2006 programs, seconded by Mrs. Beaubien. Motion carried 5-0, student vote aye.

7. Approval of District Library Plan

Dr. Stephens moved to approve the attached Library Plan, seconded by Mrs. Beaubien. Dr. Stephens asked Dr. Simpson what the library allocation was about five years ago; Dr. Simpson responded about \$15 per student. Dr. Stephens pointed out that now the allocation from the state is \$.75 per student. Motion carried 5-0, student vote aye.

Business Services

8. 2005/2006 First Quarter Financial Statements

Dr. Stephens moved to accept the First Quarter Financial Statements as submitted, seconded by Mrs. Didio. Motion carried 5-0, student vote aye.

9. Authorization to Contract with GRD Construction

Mrs. Beaubien moved to authorize staff to contact with GRD Construction, seconded by Mrs. Didio. Mr. Dunn questioned the expenditure/loan for improvements/modernization of classrooms at Sycamore Canyon School. Dr. Baarstad explained that the Motion carried 5-0, student vote aye.

10. Authorization Request for a 30-day Extension for the 2005-2006 Audit Report

Dr. Stephens moved to authorize staff to file the request for extension, seconded by Mrs. Beaubien. Motion carried 5-0, student vote aye.

ACTION ITEMS – CONSENT

Mrs. Beaubien moved to approve the consent agenda as submitted, seconded by Mrs. Didio. Motion carried 5-0, student vote aye.

- A. Personnel Assignment Orders:
 - a. Certificated: Teachers
 - b. Classified: Child Care Assistants, Child Nutrition Assistants, Credentials Technician, Custodians, Paraprofessional, Paraprofessional/Bilingual Spanish, Paraprofessionals/ Special Ed, Pre-School Assistant Teacher, Site Computer Technicians, Substitutes
 - c. Exempt: Athletic Coaches, Campus Supervisors, Specialists, Student Helpers
- B. Contract for Non-Public School Placements for Handicapped Students: #14-05/06, #15-05/06, #16-05/06, #17-05/06, #18-05/06, #19-05/06, #20-05/06, #21-05/06, #22-05/06
- C. Expulsions:
 - a. Newbury Park High School #13-05/06E
 - b. Westlake High School #14-05/06E
 - c. Colina Middle School #15-05/06E
 - d. Thousand Oaks High School #16-05/06E
 - e. Westlake High School #17-05/06E
- D. Overnight Trip Requests: Thousand Oaks High School Boys Varsity Basketball Team (2)
- E. Parent Support/Booster Organization Reauthorizations:
 - 1. Conejo Valley Neighborhood for Learning Adopt-A-Future Booster Club
 - 2. Friends of Conejo Golf
 - 3. Conejo Elementary School Parent Faculty Association
 - 4. Cypress Elementary School 4th Grade Sacramento Field Trip Booster Club
 - 5. Maple Elementary School Parent Faculty Association
 - 6. Sycamore Canyon Umbrella Booster Club
 - 7. Walnut Elementary School Scrip Booster Club
 - 8. Westlake Elementary School Parent Faculty Association
 - 9. Westlake Hills Elementary School Parent Faculty Association
 - 10. Wildwood Elementary School Technology Booster Club
 - 11. Redwood Middle School Band Booster Club
 - 12. Sequoia Middle School Band Booster Club
 - 13. Newbury Park High School Aquatics Booster Club
 - 14. Newbury Park High School Girls Aquatics Booster Club
 - 15. Newbury Park High School Band Booster Club
 - 16. Newbury Park High School Boys Basketball Booster Club
 - 17. Newbury Park High School Girls Basketball Booster Club
 - 18. Newbury Park High School Competition Cheer Booster Club
 - 19. Newbury Park High School Choral Booster Club
 - 20. Newbury Park High School Cross Country Booster Club
 - 21. Newbury Park High School Dance Booster Club
 - 22. Newbury Park High School Parent Faculty Association
 - 23. Newbury Park High School Softball Booster Club
 - 24. Newbury Park High School Theatre Booster Club
 - 25. Newbury Park High School Track & Field Booster Club
 - 26. Newbury Park High School Umbrella Booster Club
 - 27. Newbury Park High School Boys Volleyball Booster Club
 - 28. Newbury Park High School Girls Volleyball Booster Club
 - 29. Newbury Park High School Wrestling Booster Club
 - 30. Thousand Oaks High School Band Booster Club
 - 31. Thousand Oaks High School Boys Basketball Booster Club
 - 32. Thousand Oaks High School Choral Booster Club
 - 33. Thousand Oaks High School Cross Country Booster Club

34. Thousand Oaks High School Lady Hoopsters Booster Club
 35. Thousand Oaks High School Girls Soccer Booster Club
 36. Thousand Oaks High School Girls Tennis Booster Club
 37. Thousand Oaks High School Track & Field Booster Club
 38. Thousand Oaks High School Boys Water Polo Booster Club
 39. Thousand Oaks High School Wrestling Booster Club
 40. Westlake High School Baseball Booster Club
 41. Westlake High School Competitive Cheer Booster Club
 42. Westlake High School Spirit Cheer Booster Club
 43. Westlake High School Choral Booster Club
 44. Westlake High School Cross Country & Track Booster Club
 45. Westlake High School Football Booster Club
 46. Westlake High School Information Technology Academy Booster Club
 47. Westlake High School Soccer Booster Club
 48. Westlake High School Wrestling Booster Club
- F. ~~Approval of 2005/2006 School Plans for Student Achievement~~ (Pulled – See Information Item A)
- G. Purchase Order Report #674
- H. Disposal of Surplus and Obsolete Equipment
- I. Notices of Completion
1. Various School Sites - Flooring
 2. Thousand Oaks High Aquatic Center – California Commercial Pools
 3. Indefinite Quantity Asphalt Pads – Mission Paving – Cypress and Lang Ranch Elementary Los Cerritos Middle School
 4. Roofing Repair and Replacement – Southern California Roofing Company – Colina Middle School
 5. Westlake, Thousand Oaks, and Newbury Park High Schools – Modernization of Three High Schools Fields and Tracks
- J. Change Orders
1. Newbury Park High/Madroña Elementary Phase 1 Modernization – Century Contractors Corporation
 2. ~~Modernization of Three High School Stadium Fields and Two Tracks – Union Engineering Company, Inc.~~ (Pulled from the Agenda)
 3. Sycamore Canyon School – Modtech
- K. Award of Contract
- L. Dedication of Neighborhood for Learning Program in Memory of Dr. Neil Schmidt

INFORMATION ITEMS

Instructional Services

- A. Approval of 2005/2006 School Plans for Student Achievement. There were no comments.

REPORTS AND CONCERNS

- A. Reports from the Strategic Plan Committees: There were none.
- B. Reports from the Superintendent: There were none.
- C. Reports from the Personnel Commission – There were none.

ADJOURNMENT:

President Stephens adjourned the Open Session at 7:45 p.m. The Board will reconvene on Tuesday, January 10, 2006, at 5:00 p.m. for a Closed Session, 6:00 p.m. Open Session.

CALL TO ORDER – CLOSED SESSION

The Closed Session of December 13, 2005, was called to order by President Timothy Stephens at 7:45 p.m. Dr. Stephens asked if there were any public speakers for the Closed Session agenda items – there were none. The Board adjourned into Closed Session at 7:50 p.m., where the following items were discussed:

- 1. Public Employees
*Pursuant to Government Code §54957
Appointment/Employment/Evaluation of Performance, Leaves of Absence, Retirement,
Discipline, Dismissal*
- 2. Pending Litigation
Pursuant to Government Code §54957.1(a)(3)
- 3. Conference with Real Property Negotiators
Pursuant to Education Code §54956.8

The Closed Session ended at 8:10 p.m. Dr. Stephens announced that the Board took no formal action during Closed Session.

January 10, 2006

Date

Clerk

January 10, 2006

Date

Superintendent

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