

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

December 18, 2012

MINUTES

CALL TO ORDER – CLOSED SESSION

At 5:00 p.m. President Betsy Connolly announced that the Board would convene into Closed Session, and asked if there were any public speakers for the Closed Session agenda items; there were none. The following items were discussed in Closed Session:

- A. Public Employee Appointment-Employment (*Pursuant to Government Code §54957*)
 - 1. See Section IV. Action Items – Consent - Personnel/Assignment Orders
- B. Public Employee Discipline/Dismissal/Release (*Pursuant to Government Code §54957*)
 - 1. See Section IV. Action Items – Consent - Personnel/Assignment Orders
- C. Labor Negotiations, Pursuant to Government Code §54957.6
Agency Negotiator: Timothy Carpenter, Assistant Superintendent, Personnel Services
Employee Organizations:
 - Unified Association of Conejo Teachers (UACT)
 - California School Employees Association (CSEA)
 - Conejo Valley Pupil Personnel Association (CVPPA)
- D. Consideration of Student Discipline – Expulsion or Suspension, *Pursuant to Education Code §48900, et seq.*
- E. Consideration of Confidential Student Issues Other Than Expulsion and Suspension, *Pursuant to Education Code §35146*
- F. Pending Litigation, *Pursuant to Government Code §54957.1(a)(3)*
- G. Conference with Real Property Negotiators, *Pursuant to Government Code §54956.8*
Property negotiators for CVUSD are Dr. Joel Kirschenstein, Sage Institute, and Dr. Jeffrey Baarstad, Superintendent

The following properties will be discussed regarding price and terms of payment:

- 310 Kelley Road
- 2498 Conejo Center Drive

The Closed Session ended at 6:09 p.m. There were no announcements from Closed Session.

REGULAR SESSION

OPENING PROVISIONS

Call to Order and Roll Call: President Connolly called the meeting to order at 6:13 p.m. Present were Board members Peggy Buckles, Dr. Betsy Connolly, Mike Dunn and Dr. Timothy Stephens. Board Member Pat Phelps was not present. Administration: Dr. Jeffrey L. Baarstad, Superintendent, Tim Carpenter, Deputy Superintendent, Personnel Services, Linda Bekey, Assistant Superintendent, Business Services, and Robert Iezza, Assistant

Superintendent, Instructional Services. Other staff: Dr. Jeff Davis, Director, Secondary Education, Carol Boyan-Held, Director, Elementary Education and Dr. Jon Sand, Director, Curriculum and Assessment.

Dr. Connolly led the Pledge of Allegiance, which was followed by a moment of silence in recognition of the tragedy in Newtown, Connecticut, last week.

Dr. Connolly read the procedural announcements, the discussion items during Closed Session including the properties under negotiations, and welcomed everyone to the meeting.

Approval of the Agenda

Mrs. Buckles moved to approve the Agenda, seconded by Dr. Stephens. Motion carried 4-0.

Oath of Office

Dr. Baarstad administered the Oath of Office to reelected Board members, Mrs. Buckles and Dr. Connolly.

Reorganization of the Board of Education

Dr. Connolly handed the gavel to Dr. Baarstad to conduct the nominations and vote for Board President. Dr. Baarstad reminded the Board that there was no need for a second when making nominations for office.

- Election of President

Dr. Baarstad asked for nominations for President of the Board. Mrs. Buckles nominated Dr. Tim Stephens for President. Dr. Baarstad asked if there were any other nominations, there were none. Motion carried 4-0. Dr. Baarstad handed the gavel to Dr. Stephens to begin his term as President of the Board. Dr. Baarstad and Board members thanked Dr. Connolly for her year of excellent leadership during the past year.

Sarah Taymore, Representative from Senator Fran Pavley's office, 37th District, presented Dr. Connolly with a certificate of recognition and thanked Dr. Connolly for her leadership and involvement in public education.

- Election of Vice President

Dr. Stephens asked for nominations for Vice President. Mrs. Buckles nominated Mrs. Pat Phelps for Vice President. Dr. Stephens asked if there were any other nominations, there were none. Motion carried 4-0.

- Election of Clerk

Dr. Stephens asked for nominations for Clerk of the Board. Dr. Connolly nominated Mr. Mike Dunn for Clerk of the Board. Dr. Stephens asked if there were other nominations, there were none. Motion carried 4-0.

- Set Date, Time and Place of Regular Meetings

Mrs. Buckles moved that the Board will to continue to meet on the first and third Tuesday of each month, 5:00 Closed Session, 6:00 Open Session, in the South Building Board Room of the District Offices located at 1400 E. Jams Road, Thousand Oaks, seconded by Mr. Dunn. Motion carried 4-0.

- Appointment of Board Representative to the Ventura County Committee on School District Organization

Dr. Stephens asked for appointment of a Board Representative to the Ventura County Committee on School District Organization. Mrs. Buckles moved to nominate Mrs. Pat Phelps to serve as the Board Representative to the Ventura County Committee on School District Organization. Motion carried 4-0.

- Assignment to Committees

Dr. Stephens stated that the committee assignments for the upcoming year will be filled by appointment formally at the next Board meeting of January 15, 2012. Board members will be assigned to their current committees for purposes of continuity for the upcoming year unless it is brought to his attention that a Board member wishes to have another committee assignment.

Comments from the Superintendent

In response to the school shootings in Connecticut, Dr. Baarstad discussed present and future plans for security in and around school campuses, as well as training for staff. On Friday, all parents and staff received an email regarding immediate procedures to have counseling at every school the following Monday to help students and staff who needed support and reassurance. Each principal set up a place on campus for parents to meet and ask questions about the safety of their campuses. All staff will receive training on active shooter response on campus. The Thousand Oaks Police Department has set up training for all principals January 10, and will send extra patrols around the schools for the next few weeks. School campuses are being assessed to tighten security. Campus security will continue to be an on-going discussion with staff.

Comments from the Public

One speaker provided several ideas to provide more security at the schools.

Comments from Individual Board Members

Mrs. Buckles discussed attending the State of the City Luncheon and address from the Mayor and her attendance at the annual Youth Council. Dr. Connolly assured the community that the District will make carefully researched decisions when considering how to handle the safety of students and staff on our campuses, and how to respond to the concerns of our students.

ACTION ITEMS – GENERAL

Personnel Services

A. Approval of 2013-2014 School Calendar

Mrs. Buckles moved to approve the 2013-2014 school year calendar, seconded by Dr. Connolly. Mr. Dunn thanked staff for considering the Spring Break around Easter. Motion carried 4-0.

B. Establishment of Classified Position

Dr. Connolly moved to approve the establishment of classified assignment as specified, seconded by Mr. Dunn. Motion carried 4-0.

Business Services

C. 2012-2013 First Interim Financial Statements

Mr. Dunn moved to accept the 2012-2013 First Interim Financial Statements as submitted seconded by Mrs. Phelps. Mrs. Bekeny presented information. Motion carried 4-0.

ACTION ITEMS – CONSENT

Mrs. Buckles moved to approve the consent agenda, seconded by Dr. Connolly. Motion carried 4-0.

A. Approval of Minutes (in Section B of the Agenda packet)

1. Regular Meeting of November 20, 2012

B. Personnel Assignment Orders:

1. Certificated: #9227 to #9228
Teachers

2. Classified: C-7394 to C-7411
Accounting Technician I, Child Nutrition Assistant, Child Care Leader, Early Care Assistant Teacher, Groundskeeper, Language Assessment & Development Facilitator, Paraprofessional/Special Ed, Payroll Clerk, Secretary, Senior Account Clerk
 3. Exempt: E-12284 to E-12233
Athletic Coach, Campus Supervisor, Outdoor Education, Proctor, Specialist, Student Helper
- C. Stipulation Agreements
1. Redwood Middle School #8-12/13SA
 2. Newbury Park High School #9-12/13SA
- D. Expulsion: Newbury Park High School #3-12/13E
- E. Parent Support/Booster Organization Reauthorizations
1. CVUSD Conejo Schools Foundation Booster Club
 2. Sequoia Middle School Chorus Booster Club
 3. Newbury Park High School Aquatics Booster Club
 4. Newbury Park High School Girls Aquatics Booster Club
 5. Newbury Park High School Baseball Booster Club
 6. Newbury Park High School Choral Booster Club
 7. Newbury Park High School Lacrosse Booster Club
 8. Newbury Park High School Parent Faculty Association
 9. Newbury Park High School Tennis Booster Club
 10. Newbury Park High School Boys Volleyball Booster Club
 11. Newbury Park High School Girls Volleyball Booster Club
 12. Thousand Oaks High School Dance Team Booster Club
 13. Thousand Oaks High School Football Booster Club
 14. Thousand Oaks High School Lacrosse Booster Club
 15. Thousand Oaks High School Boys Soccer Booster Club
 16. Thousand Oaks High School Track & Field Booster Club
 17. Westlake High School Boys Basketball Booster Club
 18. Westlake High School Girls Basketball Booster Club
 19. Westlake High School Dance Team Booster Club
 20. Westlake High School Instrumental Music Booster Club
 21. Westlake High School Softball Booster Club
 22. Westlake High School Boys Volleyball Booster Club
 23. Westlake High School Wrestling Booster Club
- F. Purchase Order Report #824
- G. Disposal of Surplus and Obsolete Equipment
- H. Acceptance of Cash and/or Equipment Donations

INFORMATION ITEMS

Personnel Services

- A. Adoption and Revision of Board Policy 4111, 4211, 4311 – Recruitment and Selection. One public speaker discussed his concerns about the Personnel policies being too generic in regard to “one size fits all.” He is

concerned that none specifically address the Classified Personnel Merit System. Dr. Baarstad addressed the speaker’s concerns.

Dr. Stephens asked when considering hiring a teacher, if the district requests a video of the candidate conducting a lesson in the classroom. Mr. Carpenter, Deputy Superintendent, Personnel Services, stated that is action is no longer a requirement. Rather, the interviewing panels zero in on instructional focus and strategies, how they interact with staff and conduct a lesson observation.

Dr. Connolly discussed her concern that sometimes policy changes from GAMUT are used to replace an entire policy. Dr. Baarstad stated that there is a guideline of 50% for staff – if the changes constitute more than 50% of the policy, then staff will consider adopting GAMUT changes as a whole document.

- B. Adoption and Revision of Administrative Regulation 4112.6, 4212.6, 4312.6 – Personnel Files
- C. Adoption of New Board Policy 4112.9, 4212.9, 4312.9 – Employee Notifications, and Delete Administrative Regulations 4112.9, 4212.9, 4312.9
- D. Adoption and Revision of Board Policy 4119.21, 4219.21, 4319.21 – Professional Standards

Instructional Services

- A. 2012-2013 School Plans for Student Achievement

ADJOURNMENT

Dr. Stephens adjourned the meeting at 7:28 p.m. The Board will reconvene on Tuesday, January 15, for Closed Session at 4:30 p.m., Discussion Session at 5:00 p.m. and 6:00 p.m. for Open Session-Regular Meeting at the CVUSD South Building Board Room, 1400 E. Janss Road, Thousand Oaks.

January 15, 2013

Date

Clerk

January 15, 2013

Date

Superintendent