

CONEJO VALLEY UNIFIED SCHOOL DISTRICT  
South Building Board Room  
1400 E. Janss Rd., Thousand Oaks, CA 91362

BOARD OF EDUCATION REGULAR MEETING  
Tuesday, January 22, 2019

## MINUTES

### 1. DISCUSSION SESSION

At 4:06 p.m., President Connolly called the meeting to order.

#### A. CSBA Conference Debrief

President Connolly asked each Board member to share a few items taken away from the CSBA Annual Education Conference. Some memorable events/ideas from CSBA were as follows:

- ***Struggling Towards Social and Emotional Wellness*** - presented by the Superintendent, Board President and Board Trustees from Manhattan Beach Unified School District. This presentation covered research-based strategies that provide children with the academic, social and emotional skills needed to be successful.
- ***Zap the Gap*** - presented by the San Mateo County Office of Education. This presentation covered closing the achievement gap and highlighting best practices across the country.
- ***Newcomer Board Member Orientation*** – presented by CSBA. This presentation covered how a board functions, addressing school board goals, allocating resources equitably for site and student needs, determining the annual cost of district key priorities and connecting strategic planning and budget planning.
- ***Making Grades More Accurate and Equitable*** – presented by Placer Union High School District and Joe Feldman, author and CEO of Crescendo Education Group. This presentation covered closing the achievement gap, good intentions about making every child count and making sure that at-risk or struggling students do not fall behind.
- ***Need for Trauma Informed Schools*** - This presentation covered categories of child abuse, linking obesity and poor health to abuse, programs that meet the child on an emotional level and establishing positive coping skills.
- ***Cost Effective Mental Health Services*** – presented by Rocklin Unified School District. This presentation covered the credentialing revision, staffing ratios, things to watch out for and ingredients for success.
- ***State Bond Funds*** – This presentation covered new bonds passed by the state and the Field Act.
- ***Ethnic Studies Revolution*** – presented by El Rancho Unified School District. This presentation covered efforts in creating ethnic studies curriculum, inclusion strategies, diversity and cultural awareness, dual enrollment opportunities, improving school climates and the upcoming ethnic studies mandate.
- ***Managing Labor Relations in Times of Crises*** – This presentation covered strategies to build trust, addressing tough issues directly and finding solutions.
- ***Student Assistant Program*** – presented by Riverside Unified School District. This presentation covered the SAP Program, providing school psychologists and mental health counselors on campuses for individual and group counseling, enhancing the implementation of positive behavior, classroom lessons on social/emotional learning and bullying prevention.

- **Link Crew** – presented by Manhattan Beach Unified School District. This presentation covered the Mind Up Program and the promotion of positive mental health and well-being.
- **EL Roadmap** – This presentation covered working with English Learners and parents and communicating out the EL Roadmap.
- **Smart Marketing Strategies** – This presentation covered community-based marketing strategies to inform the community about the school district and emphasized the importance of being authentic and honest regarding assets.
- **Preventing Human Trafficking** – This presentation covered new state law and curriculum on human trafficking, local advocacy groups, deterrents to perpetrators and awareness of tactics.
- **Going Solar** – This presentation covered state grants, feasibility of utility rates, renewable sources, cost savings and potential opportunities.
- **Table Talk Discussion with Attorney – Special Education** – This presentation covered social-emotional learning and compliance issues related to Special Education, efforts to curb vaping, and issues that are plaguing most districts in California.
- **Shifting Generations from No to Yes** – presented by Buena Vista-Bakersfield Unified School District. This presentation covered how to attract and retain employees, marketing tips and the struggle to find and retain Special Education teachers.
- **Don't Let Your Crisis Define You** – This presentation covered building trust through decision and communication efforts.

#### **B. Public Comments**

President Connolly announced that there were no comment cards submitted.  
The Discussion Session was adjourned at 4:56 p.m.

### **2. CLOSED SESSION**

#### **A. Public Comments**

At 5:00 p.m., President Connolly announced that there were two comment cards submitted:

- Speaker 1 spoke about threats made on the life of her, her son and other co-workers by a District employee and asked the Board to read the police report.
- Speaker 2 spoke about his difficult work environment and a restraining order that he was granted due to threats from a District employee.

The Board convened into Closed Session at 5:08 p.m.

#### **B. Consideration of Student Discipline, Education Code Section 48900, et seq. (Expulsions)**

#### **C. Public Employee Discipline/Dismissal/Release, pursuant to Government Code Section 54957**

#### **D. Conference with Legal Counsel, Existing Litigation, Pursuant to Government Code Section 54956.9(d)(1), Case OAH-2018080164**

#### **E. Consideration of Stipulated Award in accordance with provisions in Government Code Section 54956.95 – insurance pooling, tort liability losses; public liability losses; workers' compensation liability; Stipulated Award request for COEN-004736**

Closed Session ended at 5:50 p.m.

### **3. OPEN SESSION**

#### **A. Call the Meeting to Order and Roll Call**

Call to Order and Roll Call: President Connolly called the meeting to order at 6:02 p.m.

Board Members present: President Connolly, Vice President Cindy Goldberg, Sandee Everett, Bill Gorback, and Jenny Fitzgerald.  
Administration present: Dr. Mark McLaughlin, Superintendent; Victor Hayek, Deputy Superintendent, Business Services; Jeanne Valentine, Assistant Superintendent, Human Resources; Lou Lichtl, Assistant Superintendent, Instructional Services and Lisa Miller, Assistant Superintendent, Student Support Services.

**B. Pledge of Allegiance**

**C. Announcements from Closed Session and Open Session Procedures**

President Connolly announced that the following items were discussed in Closed Session:

- B. Consideration of Student Discipline, Education Code Section 4890, et seq. (Expulsions)
- C. Public Employee Discipline/Dismissal/Release, pursuant to Government Code Section 54957  
Mrs. Goldberg made the motion to approve, seconded by Mr. Gorback.  
**Motion carried: 5-0.**
- D. Conference with Legal Counsel, Existing Litigation, Pursuant to Government Code Section 54956.9(d)(1), Case OAH-2018080164  
Mr. Gorback made the motion to approve, seconded by Mrs. Fitzgerald.  
**Motion carried: 5-0.**
- E. Consideration of Stipulated Award in accordance with provisions in Government Code Section 54956.95 – insurance pooling, tort liability losses; public liability losses; workers’ compensation liability; Stipulated Award request for COEN-004736

**D. Approval of the Agenda**

Mrs. Everett moved to approve the agenda, seconded by Mrs. Fitzgerald. President Connolly asked if there was any discussion, which there was none. **Motion carried 5-0.**

**E. Recognitions: Marmonte League Champions**

District administration presented award to the Marmonte League Champions from the following teams: NPHS Boys Cross Country, WHS Girls Cross Country, WHS Girls Golf, WHS Girls Tennis and WHS Girls Volleyball.

**F. Recognition: Planning, Maintenance and Operations**

The Board of Education recognized the District team members that contributed to the clean up and reopening of schools because of the Woolsey and Hill fires.

**G. Recognition: Conejo Elementary as a Lighthouse Certified “Leader in Me” School**

Ms. Kari Taketa, Principal at Conejo Elementary, along with several students, presented the “Leader in Me” Program to the Board. This program includes Steven Covey’s *7 Habits of Highly Effective People*, and the school must show proof that they are infusing these habits into their curriculum to receive the “Lighthouse School” certification.

**H. Outdoor School Update by Luis Lichtl, Assistant Superintendent, Instructional Services**

Mr. Lichtl provided an update on Outdoor School at Camp Ramah in Ojai, including current staffing, communication to parents and teachers, and the cost per student.

**I. Presentation: Overview of California Uniform Public Construction Cost Accounting Act by Dr. Victor P. Hayek**

Dr. Hayek presented an overview of CUPCCAA, including bidding procedures, potential conflicts of interest and bid requirements and advertisements.

**J. Comments – Public**

President Connolly asked if there were any public speakers, which there were none.

**K. Comments – Board of Education**

Board members spoke about their attendance at District meetings that they have attended, including SEDAC, DAC, Coalition of Youth and Families, Chamber Education Committee, BreakThrough student workshop, and workshops on anxiety and mental health issues. Mrs. Fitzgerald discussed her work on the Ad Hoc Committee regarding the proposed 7-Eleven development, and Mrs. Everett requested that the District televise all DAC meetings.

**L. Comments - Superintendent**

Dr. McLaughlin thanked the Board for the thought provoking questions that they send to administration individually. He also discussed the adjustment to Board agenda items, which now ties each item to one or more LCAP goals if appropriate.

**4. ACTION ITEMS – GENERAL – BOARD OF EDUCATION**

**A. Public Hearing: Composition of Potential Trustee Voting Areas Associated with the District's Transition to a By-Trustee Area Election System in Advance of the Preparation of Draft Trustee Voting Area Plans by the District's Demographer**

President Connolly convened the Public Hearing and read the Public Hearing statement. Jonathan Salt from Fagen Friedman & Fulfroost and Larry Ferchaw from Cooperative Strategies provided a presentation on the current draft map scenarios, additional criteria for consideration, District demographic information and the timeline for future public hearings.

President Connolly announced that there were seven comment cards submitted:

- Speaker 1 yielded time to Speaker 2.
- Speaker 2 spoke about her suggestions on map revisions, focusing on keeping community interests together.
- Speaker 3 spoke about empowering the Latino community through education.
- Speaker 4 requested that the boundaries reflect demographics and not Board member addresses.
- Speaker 5 spoke about the maps helping only one ethnic group, and not focusing on community interests.
- Speaker 6 spoke about agreed with the previous speaker and asked for the maps to show street names and the addresses of current Board members.
- Speaker 7 requested that the maps promote minority groups and not accommodate the current seating of CVUSD trustees.

President Connolly asked if there were any questions or discussion. The Board discussion included the following questions/statements:

- Request to show the addresses or streets on the map versions.
- Request to take into account socio-economic groups as special interests groups.
- Request to upload censes blocks into Google maps.
- Question on whether any input on the maps was received other than during public comments – Dr. McLaughlin stated that the District has received no feedback from staff on the maps outside of public comments.
- Question on whether a public disclosure can be forced on a Closed Session agenda item
- Question on what part did Board member trustee areas take in forming the map scenarios – Mr. Ferchaw stated that he did not have Board member addresses when forming the maps, and that no Board members contacted him.

- Request to include a scenario that splits Area 5 (Newbury Park) in half to keep Asian populations together.
- Request to include the maps that showed a 15% or greater concentration of Hispanic and Asian populations on the District website.
- Request to include maps on the website with the addresses of current Board members.
- Suggestion to balance the number of school sites within trustee areas.

## **5. ACTION ITEMS – GENERAL – INSTRUCTIONAL SERVICES**

### **A. Approval of Amendments to Board Policy and Administrative Regulation 6152.1 – Placement in Mathematics Courses**

Mrs. Goldberg made the motion to approve, seconded by Mr. Gorback. President Connolly asked if there were any questions or discussion. Mr. Lichtl stated that staff reviewed the changes to ensure the proper placement of students in mathematics per SB 359, that students of all protected classes have access to these classes, and that these classes meet the state graduation requirements and serve as a pathway to be college-ready in the area of mathematics. The Board discussed petitions to take higher levels of mathematics, access for students with 504 plans, IEPs and those who are English Language Learners. The Board reached consensus to approve the policy and administrative regulation with the recommended changes.

**Motion carried: 5-0.**

### **B. Approval of Amendments to Board Policy and Administrative Regulation 6145.2 – Athletic Competition**

Mrs. Fitzgerald made the motion to approve, seconded by Mrs. Goldberg. President Connolly asked if there were any questions or discussion. Mr. Lichtl talked about revisions and changes to the policy, and discussed the action plan for students during a sudden cardiac arrest.

**Motion carried: 5-0.**

### **C. Summer School Extended Year 2019**

Mrs. Fitzgerald made the motion to approve, seconded by Mr. Gorback. President Connolly asked if there were any questions or discussion, which there were none. **Motion carried: 5-0.**

## **6. ACTION ITEMS – GENERAL – HUMAN RESOURCES**

### **A. Resolution 18/19:15: “National School Counseling Week” – February 4-8, 2019**

Mr. Gorback made the motion to approve, seconded by Mrs. Goldberg. President Connolly asked if there were any questions or discussion. The Board discussed their excitement regarding this resolution and asked if resolutions of this nature could be read during Board meetings. Dr. McLaughlin stated that the Board could recommend that practice.

**Motion carried: 5-0.**

## **7. ACTION ITEMS – GENERAL – BUSINESS SERVICES**

### **A. 2017-2018 Financial Audit Report**

Mrs. Goldberg made the motion to approve, seconded by Mrs. Fitzgerald. President Connolly asked if there were any questions or discussion. The Board and staff discussed the auditing of ASB accounts, the drop in general revenues from the previous year and the impact of declining enrollment. **Motion carried: 5-0.**

### **B. 2017-2018 Financial Audit Report for Bond Measure I**

Mrs. Goldberg made the motion to approve, seconded by Mrs. Fitzgerald. President Connolly asked if there were any questions or discussion. Dr. Hayek stated that the law requires that the

District have a separate financial and performance audit done for the Measure I fund to ensure that our expenditures are in line with voter expectations.

**Motion carried 5-0.**

**C. Approval of Amendment to Board Policy and AR 3516 – Emergencies and Disaster Preparedness Plan**

Mrs. Goldberg made the motion to approve, seconded by Mr. Gorback.

Dr. Hayek discussed the changes in law that required the District to revise verbiage in the Board Policy and Administrative Regulation. President Connolly asked if there were any questions or discussion. The Board and staff discussed the processes currently in place and access to first aid kits and emergency supplies in the classrooms. The Board reached consensus to approve this item with the assurance that staff will compile a report of the information requested and provide it to the Board. **Motion carried: 5-0.**

**8. ACTION ITEMS – GENERAL – STUDENT SUPPORT SERVICES**

A. No items

**9. ACTION ITEMS – CONSENT**

Mr. Gorback made the motion to approve the Consent Agenda, seconded by Mrs. Goldberg.

President Connolly asked if there were any questions or discussion, which there was none.

**Motion carried 5-0.**

A. Personnel Assignment Orders

B. Expulsion – Student #2-18/19 E

C. Parent Support/Booster Organization Reauthorization – Booster Clubs

D. Contract for Residential Treatment Center Placement for a Student with a Disability - #23-18/19

E. Approval of Contract – Kagan Publishing

F. Approval of Quarterly Report on Williams Uniform Complaints

G. Approval of Compromise and Release or Stipulated Award

H. Approval of Warrants – December 2018

I. Approval of Transfer of Funds – December 2018

J. Acceptance of Donations/Gifts

K. Approval of Purchase Order Report (PO's under \$5,000)

L. Approval of Purchase Order Report (PO's exceeding \$5,000)

**10. INFORMATION/DISCUSSION ITEMS – GENERAL - BOARD OF EDUCATION**

A. No items

**11. INFORMATION/DISCUSSION ITEMS – GENERAL – HUMAN RESOURCES**

A. **Approval of Agreement Between the Conejo Valley Unified School District and California Lutheran University – Teaching Internship Program**

President Connolly asked if there were any questions or discussion. Dr. McLaughlin stated that this program assists the District when back-filling employees who go out on medical or personal leaves.

**12. INFORMATION/DISCUSSION ITEMS – GENERAL – INSTRUCTIONAL SERVICES**

A. **Approval of Career Technical Education Advisory Committee**

President Connolly asked if there were any questions or discussion. Mr. Lichtl stated that Mr.

Brian Mercer oversees this committee, which includes a wide range of 21 stakeholders. The Board asked how the various stakeholders were chosen, to which Mr. Lichtl responded that they receive recommendations from site administration, as well as self-selection.

**B. Approval of Amendments to Board Policy 6142.3 – Civic Education**

President Connolly asked if there were any questions or discussion. Mr. Lichtl stated that this policy had not been updated since the global adoption in 2008. The updated verbiage promotes the democratic process, schools engaging in service learning and voter education and registration.

**13. INFORMATION/DISCUSSION ITEMS – GENERAL – BUSINESS SERVICES**

**A. Approval of Amendments to Administrative Regulation 3311.1 – California Uniform Public Construction Cost Accounting Procedures**

President Connolly asked if there were any questions or discussion.

Dr. Hayek stated that this administrative regulation changes the dollar amount thresholds that increased on January 1, 2019.

**14. INFORMATION/DISCUSSION ITEMS – GENERAL – STUDENT SUPPORT SERVICES**

**A. Approval of Amendments to Board Policy and Administrative Regulation 6164.4 – Identification and Evaluation of Individuals for Special Education**

President Connolly stated that there was one comment card submitted:

- Speaker 1 spoke about suggested changes to the administrative regulation and asked the District to adopt a more phonics-based curriculum.

President Connolly asked if there were any questions or discussion. Ms. Miller stated that this policy and regulation are coming forward with updates to reflect law, and they ensure that families and employees understand the obligation of the referral process for struggling students. The Board discussed suggested changes and asked questions about the referral process and parent/guardian involvement.

**B. Approval of Amendments to Board Policy and Administrative Regulation 6164.6 – Identification and Education Under Section 504**

President Connolly asked if there were any questions or discussion, which there were none.

**15. ADJOURNMENT**

**A. Future Board Topics / Activities**

Board members added the following items:

- Student Board member discussion
- Presentation on EL reclassification process and supports post-reclassification
- Regular presentations on programs that fall under Student Support Services (BreakThrough/Waverly)
- Revisit magnet school neighborhood attendance policy
- Televising DAC meetings
- All parent groups reporting at Board meetings

**B. Adjournment**

President Connolly adjourned the Open Session at 10:28 p.m. The next regularly scheduled Board meeting will be Tuesday, February 5, 2019, 5:00 p.m. Closed Session, and 6:00 p.m. Open Session at Conejo Valley High School in the CVUSD Board Room, 1402 E. Janss Road, Thousand Oaks.


September 17, 2019

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Date

  
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Clerk

September 17, 2019

\_\_\_\_\_  
Date

  
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Superintendent