

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

**October 7, 2014
MINUTES**

CALL TO ORDER – CLOSED SESSION

At 4:00 p.m. President Peggy Buckles announced that the Board would convene into Closed Session, and asked if there were any public speakers for the Closed Session agenda items. One speaker requested that the Board hear a Uniform Complaint. The Board convened into Closed Session at 4:03 p.m., where the following items were discussed:

- 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: Mark McLaughlin, 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*
 - 1. Review of Uniform Complaint Pursuant to Board Policy/Administrative Regulation 1312.3.
- 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

Negotiating Party: Daylight Investors, LLC

The following properties will be discussed regarding price and terms of payment: 310 Kelley Road

Prior to the Closed Session, Board members Dr. Timothy Stephens and Mr. Mike Dunn announced they had a conflict of interest that prevented them from participating in closed or open session discussions or decisions related to the sale of the Kelley Road surplus property. They recused themselves from the Closed Session meeting prior to the Board's discussion of the Kelley Road issue in Closed Session.

The Board adjourned at 4:33 p.m. Mrs. Buckles announced that in Closed Session, the Board voted 5-0 to hear the Uniform Complaint that was presented during the Public Comments at the October 21, 2014, Board Meeting.

Mrs. Buckles announced that the Board would reconvene into Closed Session after the Open Session meeting.

REGULAR SESSION

OPENING PROVISIONS

Call to Order and Roll Call: President Buckles called the meeting to order at 4:34 p.m. Present were Board members Peggy Buckles, Dr. Betsy Connolly, Mike Dunn, Pat Phelps and Dr. Timothy Stephens. Administration: Dr. Jeffrey Baarstad, Superintendent, Robert Iezza, Deputy Superintendent, Instructional Services, Dr. Jon Sand, Assistant Superintendent, Business Services, and Mark McLaughlin, Assistant Superintendent, Personnel Services. Dr. Jeff Davis, Director, Secondary Education and Jeanne Valentine, Director, Elementary Education were also present.

Mrs. Buckles read the procedural announcements and welcomed everyone to the meeting.

Approval of the Agenda

Mrs. Phelps moved to approve the agenda with the following change: Under IV. Action Items – Consent, item B. Personnel Assignment Orders 1. Certificated Employees, change the numbers to read 9756 to 9762, seconded by Dr. Stephens. Motion carried 5-0.

Reports from High School Student Board Reporters

Suzie Smith, representing Newbury Park High School, Nikolas Patterson, Thousand Oaks High School, Katherine Sham, Westlake High School, Jennifer Gould, Century Academy, and Shay Van Zee, Conejo Valley High School, discussed events on their campuses such as the new Career Center at Conejo Valley High School, College Night, Homecoming events, Thousand Oaks 50th Parade involvement, Sounds of the Conejo, Leadership Club, Floriculture Grant, Thousand Oaks Arts Festival, Breast Cancer Awareness Week, fund raisers for various charities, blood drives, ASB and club events, athletics, and other activities.

Mrs. Phelps welcomed all the Student Board Reporters and thanked them for their time to report to the Board.

Reports from Community Support Organizations

Irene Pugh, President, Conejo Council PTA, announced the Board Candidate Forum on October 26 at the Thousand Oaks High School Performing Arts Center, from 1-3:00 p.m. She said that all seven candidates have committed to be at the Forum. The Conejo Council Reflections Program submissions will be on display November 6, from 900 a.m. to noon at the Los Cerritos Boys & Girls Club, and the Reflections reception will be November 24, at 6:30 p.m. at the Thousand Oaks High School Performing Arts Center.

Mike Soules, President, Conejo Schools Foundation, provided information about the All District Music Festival, Summer School, Walk for Healthy School (Saturday, October 18), Cash for Conejo and other programs that the Foundation coordinates to raise money for CVUSD students and programs. The Conejo Schools Foundation endorses the Measure I Bond, and Mr. Soules is the Chairperson for the “Yes” on Measure I Bond Committee, *Keep Conejo Schools Great*. More information about the Foundation may be found at <http://www.conejoschools.org/>.

Rocky Capobianco, Chairperson, District Advisory Council (DAC) opened the meeting stating that at the request of the District Attorney’s office, the DAC meeting format has changed to be in compliance with the Brown Act. He thanked everyone involved with the changes for their support, especially Robert Iezza, Mark McLaughlin, Debbie Gonzales, and Marie Gluck. The DA’s office recently sent a letter, applauding DAC for providing its members with training regarding the Brown Act. The next meeting will be Tuesday, October 14, at 9:00 a.m. Please visit DAC’s webpage at <http://www.conejo.k12.ca.usParents/DistrictAdvisoryCouncilDAC.aspx>.

Comments from the Superintendent

Dr. Baarstad announced that the Board meeting time was early due to a City of Thousand Oaks 50th Anniversary celebration at 6:00 p.m. that the Board and staff were attending. Dr. Baarstad commented on the Student Reporters' comments, saying that behind all the events and programs are hundreds of hours of commitment from the students, staff and parents. At the recent celebration parade for the City's 50th Anniversary, he was proud to see CVUSD representation of four marching bands and several floats, including one for the Board of Education, thanks to our Maintenance staff. A *Sounds of Conejo* marching band festival was held the same evening as the parade. Thanks to the students, band staffs and parents for their dedication that made this a special event. Dr. Baarstad mentioned that the Chamber of Commerce hosted their annual School-to-Career breakfast, where our three high school School-to-Career coordinators and students shined in their presentations to those attending the event.

Comments from the Public

Speaker #1, a Board candidate, asked for an apology from Mrs. Buckles regarding statements she made about him in a letter to the Thousand Oaks Acorn in his campaign for a seat on the Board. Speaker #2, also a Board candidate, stated that he was visiting all the school campuses and is excited about the quality of CVUSD school programs and staff. He emphasized his desire to see the Classified Staff get back the hours that were cut over the tough budget years. He also would like to see improvements in Conejo Valley High School facility. Speaker #3 stated her gratitude that the Special Education Learning Essential Academics Program (LEAP) was relocated to Westlake High School, but that there are many problems this year. Speaker #4 also discussed her frustrations with the LEAP program at Westlake High School.

Dr. Connolly requested a report from staff regarding the LEAP program. Dr. Baarstad asked Robert Iezza and Michelle Morse to send the report to him, and he will present the report to the Board.

Comments from Individual Board Members

Dr. Stephens visited Westlake High School and stated that the leadership transition seems to have been smooth, and that he is very impressed with Westlake High School staff.

Mrs. Phelps stated that she has been observing a program at the Wagner School and University of Rochester that has increased the graduation rate in public high schools in Rochester from 42% to a goal of 85%, using mentor teachers.

Dr. Connolly thanked the CVUSD Maintenance and Operations staff for the solar butterflies on the Board's parade float! She also commended and thanked those involved with the Sounds of Conejo event, with 850 students in performance at the end.

Mrs. Buckles apologized formally to Board Candidate David Fox for wrongfully saying that he didn't support the Measure I bond. She received erroneous information from a candidate's forum when Mr. Fox's statements about the bond were miscommunicated. She also stated that she would not apologize to Board Candidate Tony Dolz as her statements were based on Mr. Dolz's printed statement in the Citizen's Journal. Mrs. Buckles thanked Robert and Sally Klingenburger, Mike Buckley, Dr. Baarstad and Karen Isé for the Board's float for the City's 50th Anniversary parade. Mrs. Buckles also related her experience working on the Measure I phone bank and the positive responses she received.

Mr. Dunn thanked Ana Alvarez for a tour of Conejo Elementary and the Open Classroom Leadership Magnet (OCLM) School. He was impressed by OCLM and attributes parent involvement to its success.

ACTION ITEMS – GENERAL

Superintendent

A. Approval of Memorandum Regarding Terms and Conditions for Amended Bid to Purchase Kelley Road Property with Daylight Investors, LLC

Dr. Baarstad announced that Dr. Stephens had recused himself due to a financial conflict of interest. He owns property within 500 feet of the Kelley Road property. He also announced that Mr. Dunn had recused himself due to the appearance of a conflict of interest. He has a long-term relationship with a neighbor who is involved with Daylight Investors, the company that has made an offer to purchase the property. Both Board members excused themselves from the meeting prior to discussion of the issue.

Dr. Baarstad presented background on the Memorandum of Understanding with Daylight Investors. If the Board approves the MOU, then they will be asked to approve a Resolution declaring the District's intention to sell the surplus property at 310 Kelley Road and enter into an escrow with Daylight Investors, LLC.

Mrs. Phelps moved to approve a Memorandum regarding Terms and Conditions for Amended Bid to Purchase Kelley Road Property with Daylight Investors, LLC, as submitted, and authorize the Superintendent or the Superintendent's designees to take such action as may be required to prepare a purchase and sale agreement in accordance with the MOU, seconded by Dr. Connolly. Dr. Baarstad stated (for point of order) that the sale of property requires the majority vote of the full board. Since two board members recused themselves, the requirement would be a 3-0 vote. Dr. Connolly and Mrs. Phelps stated that all their questions have been answered. Mrs. Buckles asked about the preservation of the original historical features of Timber School. Dr. Baarstad stated that issue would be addressed in the next item, the Resolution. Motion carried 3-0. Dr. Stephens and Mr. Dunn were recused.

B. Approval of Resolution #14/15-06: Declaring the District's Intention to Sell Certain Surplus Property, Commonly Known as the Kelley Road Site, to Daylight Investors, LLC, as Submitted.

Dr. Connolly moved to approve Resolution #14/15-06, as submitted, seconded by Mrs. Phelps. Dr. Baarstad stated that if this is approved, the district would move into escrow for 90-day contingency period to find another location for the facilities at the site. The Resolution includes an agreement to lease back the site at the end of the escrow period to provide time for the district to relocate or build facilities. Dr. Connolly stated that she is very comfortable with the 90- day window. Mrs. Buckles thanked everyone involved with the sale. Mrs. Phelps stated that she has been dealing with this property issue for her entire time on the Board. She is grateful to those who have worked on the sale and all the concessions involved. Motion carried 3-0. Dr. Stephens and Mr. Dunn were recused.

Personnel Services**C. California State University, Northridge, Student Teacher Program**

Dr. Stephens moved to approve the CSUN Student Teacher Program, seconded by Mrs. Phelps. Motion carried 5-0.

D. Authorization to Open the 2013-2014 Proposal for Reopener Collective Bargaining negotiations Between the Conejo Valley Unified School District and the Unified Association of Conejo Teachers (UACT)

Mr. Dunn moved to approve the District to open for negotiation Articles 7, 15, 24, and 34 of the UACT Contract of Agreement 2013-2016, seconded by Dr. Connolly. Motion carried 5-0.

Instructional Services**E. Resolution #14/15-04: Red Ribbon Week Proclamation**

Mrs. Phelps moved to adopt the attached Red Ribbon Week Proclamation #14/15-04, seconded by Mr. Dunn. Motion carried 5-0.

F. Approval of Career Technical Education Advisory Committee

Dr. Stephens moved to approve the CVUSD Career Technical Education Advisory Committee, seconded by Mrs. Phelps. Dr. Stephens stated that he is pleased that Mr. Dunn and Mrs. Buckles were added as Board representatives to the Committee. Motion carried 5-0.

G. Approval of Amendments to the Board Policy/Administrative Regulation 1312.3 – Uniform Complaint Procedures

Mrs. Phelps moved to approve revised Board Policy and Administrative Regulation 1312.3 – Uniform Complaint Procedures, as submitted, seconded by Dr. Stephens. Motion carried 5-0.

H. Approval of Amendments to Administrative Regulation 1312.4 – Williams Uniform Complaint Procedures

Dr. Connolly moved to approve amendments to Administrative Regulation 1312.4 – Williams Uniform Complaint Procedures, as submitted, seconded by Mr. Dunn. Motion carried 5-0.

ACTION ITEMS – CONSENT

Mrs. Phelps moved to approve the consent agenda as amended, seconded by Dr. Stephens. Motion carried 5-0.

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

1. Regular Meeting of September 16, 2014

B. Personnel Assignment Orders:

1. Certificated Employees: #9756 to #9762

Administrators, Teachers

2. Classified Employees: C-8699 to C-8740

Accounting Technician I, Account Clerk, Child Care Assistant, Child Care Leader, Child Nutrition Assistant I, Child Nutrition Production Manager, College & Career Guidance Specialist, Custodian, Early Care Teacher, Groundskeeper, Intermediate Clerk Typist, Language Assessment & Development Facilitator-Spanish, Paraprofessional/Bilingual-Spanish, Paraprofessional/Special Ed, Registrar, Senior Clerk Typist, Site Computer Technician II, Telephone Operator/Receptionist

3. Exempt Employees: E-13902 to E-13967

Campus Supervisor, Coaches, Specialist, Student Helpers

C. Contracts for Nonpublic School Placement for Handicapped Students

1. #10/14-15
2. #12/14-15

D. Stipulated Agreement: Thousand Oaks High School #1-14/15SA

E. Overnight Trip Requests

1. Newbury Park High School Band
2. Thousand Oaks High School Boys Varsity Basketball Team

F. Purchase Order Report #863

G. Disposal of Surplus and Obsolete Equipment

H. Notices of Completion

1. Horizon Hills – Restroom Renovation – Precision Plumbing - Mechanical

- 2. Various Sites – Asphalt Paving – Mission Paving and Sealing, Inc.

INFORMATION ITEMS

Instructional Services

- A. Resolution #14/15-02: Pupil Textbook and Instructional Materials. Dr. Stephens asked if there was consideration for a pilot program for digital textbooks. Dr. Sand responded yes, there has been a lot of discussion and it is expected that mathematics may be the first area of the curriculum to be tested. However, the publishers are not ready and it might be 2016-2017 before the publishers will be ready. At this time, some of the District’s Advanced Placement (AP) classes have a hybrid model (hard books and digital).
- B. Approval of Title 1 School-Level Parent Involvement Policy for Acacia, Conejo, Glenwood and Walnut. Dr. Connolly stated her concern about increased parent involvement in the Title 1 schools. Do we have any intention to use funds from the program to help recruit parent involvement at the Title 1 schools? Mr. Iezza stated yes, that is already being done through a program at Park Oaks and Conejo Elementary. Mrs. Phelps stated that she expected to see more than what was provided in the policy in terms of parent involvement on the campuses. Mr. Iezza confirmed that this policy is a requirement of a federal review, beginning November 3 and ending November 7, 2014. Dr. Baarstad asked the Board to consider approving the policy as is for the purposes of processing to meet the deadline, and staff would continue to work on the program to reflect the changes that the Board would like throughout the school year. Board members agreed.

ADJOURNMENT

Mrs. Buckles adjourned the Open Session at 5:55 p.m. The Board reconvened to Closed Session at 5:57 p.m. to discuss the following items from the Closed Session agenda:

- B. Public Employee Appointment/Employment
- D. Labor Negotiations

Mrs. Buckles adjourned the Closed Session meeting at 6:12 p.m.

The Board will reconvene on **Tuesday, October 21, 2014, Closed Session at 5:00 p.m., Open Session at 6:00 p.m.** at the CVUSD South Building Board Room, 1400 E. Janss Road, Thousand Oaks.

October 21, 2014

Date

Clerk

October 21, 2014

Date

Superintendent