

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

**BOARD OF EDUCATION REGULAR BOARD MEETING**  
**Tuesday, December 5, 2017**

Generated by Hyonchin Im-Turner on Tuesday, December 5, 2017

## **1. DISCUSSION SESSION**

### **A. CSBA Insights**

At 4:04 p.m., Vice President Andersen commenced the discussion session and suggested they begin by each participant speaking for a few minutes on the sessions they attended at the California School Board Association (CSBA) Annual Education Conference in San Diego recently. Dr. Connolly began speaking about a session on achieving equity in AP (Advanced Placement) and IB (International Baccalaureate) participation. She went on to speak about sessions on EOS (Equal Opportunity Schools), community partnerships that impact learning, work-ready certification where any student with certification would be interviewed for a job, holding a Spring job fair on campus, and the relationship between the local business community and schools. Dr. McLaughlin then began speaking about sessions on Board governance training, which included the do's and don'ts and the Superintendent's evaluation. He then spoke about sessions on LCAP (Local Control Accountability Plan), how to ensure the Board sets the direction of the District, trusting District staff, providing continual feedback, and setting up Smart Goals for the Board. Vice President Andersen then began speaking about sessions on state budgeting, CSBA delegates and staff priorities, the do's and don'ts of parliamentary procedure, CSBA's function, which is to provide legal and advocacy support, the Delegate Assembly convention, funding and local control, and California's fiscal outlook. Mrs. Everett began speaking about sessions on a Board's impact on student outcome and student achievement, a table talk session on bullying, which included the importance of a person's words, tone, body language and the emotional versus the logical brain. She then went on to speak about sessions on religious neutrality and fellowship Christian athletes. Mrs. Phelps then began speaking about sessions on the Napa County Office of Education's presentation on technology, addressing opportunity gaps, San Diego Unified and an Anaheim school. She then went on to speak about the general session with the Gubernatorial candidates, which included a previous state Superintendent. Dr. Hayek began speaking about sessions on Google's vision on education, negotiations, funding finance and facilities and innovation.

## **2. CLOSED SESSION**

### **A. Public Comments**

At 5:00 p.m., President Dunn announced there were no public comment cards submitted. The Board then adjourned into Closed Session.

**B. Public Employee Appointment/Employment/Evaluation, pursuant to Government Code §54957; Title: Deputy Superintendent of Human Resources**

**C. Public Employee Appointment/Employment/Evaluation, pursuant to Government Code §54957; Title: Assistant Superintendent of Instructional Services**

**D. Labor Negotiations, Pursuant to Government Code §54957.6. The agency negotiator is Dr. Mark McLaughlin, Superintendent, Human Resources. Employee Organization: Unified Association of Conejo Teachers (UACT)**

**E. Consideration of Student Discipline, Education Code §35146, Action other than expulsion**

**F. Conference with Counsel, Existing Litigation, Pursuant to Government Code §54956.9(d) (1) , OAH Case 2017100501, A-17/18**

Closed Session ended at 6:09 p.m.

## **3. OPEN SESSION**

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

Call to Order and Roll Call: President Dunn called the meeting to order at 6:10 p.m.

Board Members present: President Mike Dunn, Vice President John Andersen, Sandee Everett, Dr. Betsy Connolly and Pat Phelps.

Administration present: Dr. Mark McLaughlin, Superintendent; Robert Iezza, Deputy Superintendent; Dr. Victor Hayek, Assistant Superintendent, Business Services; and Hyonchin Im-Turner, Executive Administrative Assistant.

**B. Pledge of Allegiance****C. Announcements from Closed Session and Open Session Procedures**

President Dunn announced the following appointments that were voted upon and approved in Closed Session:

Robert Iezza - Deputy Superintendent of Human Resources

Luis Lichtl - Assistant Superintendent of Instructional Services

President Dunn then announced the following Closed Session items were discussed:

**D. Labor Negotiations, Pursuant to Government Code §54957.6. The agency negotiator is Dr. Mark McLaughlin, Superintendent, Human Resources. Employee Organization: Unified Association of Conejo Teachers (UACT)****F. Conference with Counsel, Existing Litigation, Pursuant to Government Code §54956.9(d) (1) , OAH Case 2017100501, A-17/18**

Vice President Andersen made the motion to approve the settlement agreement for OAH Case 2017100501, seconded by Dr. Connolly. Motion carried 5-0. Vice President Andersen then made the motion to approve the settlement agreement for case A-17/18, seconded by Mrs. Phelps. Motion carried 5-0.

**D. Approval of the Agenda**

Mrs. Phelps made the motion to approve the Agenda, seconded by Dr. Connolly. President Dunn asked if there was any discussion, which there was none. Motion carried 5-0.

**E. Reorganization of the Board of Education**

Dr. McLaughlin explained the nomination process for the election of the Board President. Mrs. Phelps then nominated Mr. Andersen and Vice President Andersen accepted the nomination. Dr. McLaughlin asked for other nominations, which there were none. He then asked for comments or discussion, which there were none. He then advised Board members to place their votes for Mr. Andersen. Motion carried 5-0. Mr. Andersen and Mr. Dunn then exchanged seats.

Dr. McLaughlin turned the gavel over to President Andersen, who then thanked Mr. Dunn and opened the floor for nominations for Vice President. Mr. Dunn nominated Mrs. Everett for Vice President and Mrs. Everett accepted. Mrs. Phelps nominated Dr. Connolly and Dr. Connolly accepted. President Andersen asked if there were any comments. Mrs. Phelps explained her reasoning on nominating Dr. Connolly. President Andersen then advised the Board to place their votes for Mrs. Everett. Motion carried 3-2, with Dr. Connolly and Mrs. Phelps voting no. President Andersen then opened the floor for nominations for Clerk. Mrs. Everett nominated Dr. Connolly and Dr. Connolly accepted. Mr. Dunn nominated Mrs. Phelps and Mrs. Phelps declined. President Andersen advised the Board to place their votes for Dr. Connolly. Motion carried 5-0.

Mrs. Phelps made the motion to hold the Board meetings on the first and third Tuesdays of the month at 6:00 p.m. at the District office, seconded by Dr. Connolly. President Andersen asked if there was any discussion. Mrs. Everett mentioned the city Council's meeting dates and Dr. McLaughlin then stated the Board had previously approved the meeting dates of January 9, 2018 and January 23, 2018. Mrs. Phelps then withdrew her motion and made a new motion to hold the meetings on the first and third Tuesdays of the month beginning in February 2018 at 6:00 p.m. in the Board room located in Conejo Valley High School, seconded by Mrs. Everett. President Andersen asked if there was any discussion, which there was none. Motion carried 5-0.

President Andersen then asked Board members to send him an email on which committees they would like to be on. Mrs. Phelps commented on the need to vote for the Ventura County Committee representative. President Andersen then opened the floor for nominations. Mr. Dunn nominated Mrs. Everett, seconded by Mrs. Phelps and Mrs. Everett accepted. President Andersen asked if there were any other nominations or discussion, which there were none of either. Motion carried 5-0.

## **F. Reports from Student Reporters**

Century Academy: Laurel Lyman  
 Conejo Valley High School: Joe Cardenas  
 Newbury Park High School: Allison Gennette  
 Thousand Oaks High School: Katelyn Barker  
 Westlake High School: Marissa Huang

Student reporters provided an update on: Grizzly Youth Academy and the U.S. Army's visits to Conejo Valley High School, a stem cell lab, leadership summit at Regan Library, blood drive, a recent lock down, Thanksgiving activities and food drives, student participation in the All American Film Festival in New York, a school garden renovation, a Geography Bowl, athletic competitions and wins, Winter rallies, booster clubs activities, dance showcase, a cheer team competition, ASB commission community outreach activities, 'Stuff the Bus' to help victims of the Santa Paula fire, a choral program, and dance team winter showcase.

## **G. Recognitions**

Marmonte League Champions:

NPHS Boys and Girls Cross Country  
 WHS Girls Golf  
 WHS Girls Volleyball

Newbury Park High School Principal Steve Lepire, recognized the members and coaches of their Boys and Girls Cross Country teams. Westlake High School Assistant Principal of Athletics Brad Katz introduced the coaches and members of their Girls Golf and Girls Volleyball teams.

## **H. Reports from Parent Support Organizations**

Conejo Council PTA (CCPTA), Paula Nathan, President, began by speaking about the fires in and around the community and thanked fire departments for keeping folks safe. She then spoke about their annual community service project, a free holiday dinner, Reflections awards ceremony, and wished all a happy holiday season.

Conejo Schools Foundation (CSF), Cindy Goldberg, Executive Director, congratulated Mr. Lichtl, Mr. Iezza and President Andersen. She went on to speak about the Cash for Conejo Award recipients and described how each would use their awards. She concluded by speaking about their Cycles for Success program, the bike donations from AMGEN and gifting to CSF during the holiday season. District Advisory Council (DAC), Cindy Goldberg, President, thanked Mr. Iezza then spoke about the business that took place at the last DAC meeting.

## **I. Presentation: Communications Department Updates by Kimberly Gold**

Mrs. Gold presented an update on the Communication Department and marketing efforts. Board members asked questions to which Mrs. Gold responded.

## **J. Comments - Public**

President Andersen announced there were four comment cards submitted:

1. Lauren Gill proposed tossing out the current AR 6161.1 and approving the Superintendent Committee's policy amendments.
2. Laura Novak spoke about stakeholders and public comment speakers from outside of the community.
3. Jon Commings spoke about Mrs. Gold and the district's focus on students and teachers.
4. Jenny Fitzgerald made a statement about the recent approval of a Board Policy.

## **K. Comments - Board of Education**

Mrs. Everett spoke about an article in the Thousand Oaks Acorn that spotlighted a District student's achievements in math and thanked Acorn Reporter Dawn Megli-Thuna. She also spoke about meeting with NPHS staff and UACT Council and thanked them. Mrs. Everett then spoke about public comment speakers and teachers. Dr. Connolly thanked the community for sending the Board to the CSBA conference in San Diego and spoke about the Discussion Session held before the meeting. She went on to talk about standardized testing and a CSBA session called Mismeasurement of District Vital Signs. She then went on to thank the city of Thousand Oaks for the State of the City event earlier in the day and apologized to PTA for missing their Reflections event. Lastly, Dr. Connolly spoke about public comments and bringing forward suggestions on prioritizing speakers. President Andersen spoke about progress measurement methods and test scores, CSBA's advocacy organization for the state and their function and support in legal and political advocacy and the Delegate Assembly. He then went on to thank Mayor Claudia Bill-de la Pena on complimenting CVUSD, CSF and Cindy Goldberg. President Andersen then thanked Board members and mentioned his meeting with Dr. McLaughlin to discuss planning Discussion sessions and the Superintendent's review process. He then went on to speak about choosing meetings to review and update Board protocols and the focus of planning meetings to be about improving student outcomes and the reputation of District.

#### **L. Comments - Superintendent**

Dr. McLaughlin announced that students will not be in session the next day, nor will District employees be required to report to their sites due to the current fires in Ventura County. He then thanked the Board members and staff who attended the CSBA conference.

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

##### **A. Approval of Amendments to Board Policy 4113 - Assignment**

Mrs. Everett made the motion to approve, seconded by Dr. Connolly. President Andersen asked if there was any discussion, which there was none. Motion carried 5-0.

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

##### **A. Approval of Proposed Rate Increase for CVUSD Child Care and Wonder Preschool Tuition**

Mrs. Phelps made the motion to approve, seconded by Dr. Connolly. President Andersen asked if there was any discussion, which there was none. Motion carried 5-0.

##### **B. Approval of Deletion of Board Policy and Administrative Regulation 0520.2 - Title I Program Improvement Schools**

Mr. Dunn made the motion to approve, seconded by Dr. Connolly. President Andersen asked if there was any discussion. Mrs. Phelps commented on the removal of this BP and AR. Motion carried 5-0.

##### **C. Approval of New Administrative Regulation 5113.11 - Attendance Supervision**

Dr. Connolly made the motion to approve, seconded by Mr. Dunn. President Andersen asked if there was any discussion. Dr. Connolly inquired about the AR to which Mr. Iezza responded. Motion carried 5-0.

##### **D. Approval of New Board Policy and Administrative Regulation 5113.12 - District Student Attendance Review Board**

Mrs. Phelps made the motion to approve, seconded by Dr. Connolly. President Andersen asked if there was any discussion. Mrs. Phelps commented on attendance supervisors. Motion carried 5-0.

##### **E. Approval of Amendments to Board Policy and Administrative Regulation 5116.1 – Intradistrict Open Enrollment**

Mr. Dunn made the motion to approve, seconded by Mrs. Everett. President Andersen asked if there was any discussion. Dr. Connolly commented on a concern with not changing the school choice dates and requested to reconsider the current dates and give parents an earlier date to submit and receive approval letters. Dr. McLaughlin inquired with the Board and Mr. Iezza if the request could be approved. Mrs. Phelps made the motion to amend the AR by changing the March 1 date to February 1 and every other date moved up accordingly, seconded by Mrs. Everett. Mrs. Phelps asked for clarification on which dates would be moved up to which Dr. Connolly confirmed all dates. Mrs.

Phelps then commented on studying surrounding districts to which Mr. Iezza responded. Dr. McLaughlin mentioned the accuracy in projections off of the enrollment study data. Motion carried 5-0 on the amendment. Motion carried 5-0 on the original motion.

#### **F. Approval of Amendments to Administrative Regulation 5117 – Interdistrict Attendance Permits**

Mr. Dunn made the motion to approve, seconded by Mrs. Everett. President Andersen asked if there was any discussion. Dr. Connolly mentioned a neighboring district's online enrollment system and the importance of online applications to which Dr. McLaughlin responded. Mrs. Phelps commented that the moving of intradistrict application dates will help the interdistrict process. Motion carried 5-0.

#### **G. Approval of Replacement of Administrative Regulation 5125.2 - Withholding Grades, Diplomas or Transcripts**

Mrs. Phelps made the motion to approve, seconded by Mrs. Everett. President Andersen asked if there was any discussion, which there was none. Motion carried 5-0.

#### **H. Approval of Replacement of Board Policy 6153 - School-Sponsored Trips**

Mr. Dunn made the motion to approve, seconded by Mrs. Phelps. President Andersen asked if there was any discussion, which there was none. Motion carried 5-0.

#### **I. Approval of New Board Policy and Administrative Regulation 6173.2 - Education of Children of Military Families**

Dr. Connolly made the motion to approve, seconded by Mr. Dunn. President Andersen asked if there was any discussion, which there was none. Motion carried 5-0.

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

#### **A. Approval of 2017/18 First Interim Financial Statements**

Mrs. Phelps made the motion to approve, seconded by Dr. Connolly. President Andersen asked if there was any discussion. Dr. Hayek provided a brief summary on First Interim Major Changes, a Financial Dashboard and Fund Balances. Board members asked questions regarding the data presented to which Dr. Hayek responded. Motion carried 5-0.

### **7. ACTION ITEMS - GENERAL - BOARD OF EDUCATION**

#### **A. Approval of Assistant Superintendent of Instructional Services Contract**

Dr. Connolly made the motion to approve, seconded by Mr. Dunn. President Andersen highlighted terms of Mr. Lichtl's contract. Motion carried 5-0. Mr. Lichtl then spoke at the podium to thank his family, TOHS staff and the community. He then thanked the Board and Dr. McLaughlin, then finished by expressing his excitement and looking forward to his new position.

### **8. ACTION ITEMS – CONSENT**

#### **A. Approval of Minutes - November 7, 2017**

#### **B. Approval of Minutes - November 14, 2017**

#### **C. Personnel Assignment Orders**

#### **D. Stipulated Agreement - #1-17/18 SA**

#### **E. Contract For Nonpublic School Placement For a Student With a Disability #18-17/18**

#### **F. Contract For Nonpublic School Placement For a Student With a Disability #19-17/18**

#### **G. Approval of Contract - ACHIEVE3000**

#### **H. Approval of Contract - In-N-Out Burger**

#### **I. Parent Support/Booster Organization Reauthorization**

#### **J. Acceptance of Donations/Gifts to the Conejo Valley Unified School District**

#### **K. Disposal of Surplus and Obsolete Equipment**

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

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

#### **N. Approval of Addendum to the Certification of Signatures 2017-2018**

**P. Notice of Completion - District Office Renovations - Conejo Valley Unified School District - Ardalan Construction Company, Inc.**

**Q. Notice of Completion - District Office Renovations - Horizon Hills - Ardalan Construction Company, Inc.**

**R. Notice of Completion - Communications Systems - Conejo Valley High School - Pacificom**

**S. Approval of 2017-2018 Comprehensive Safety Plans**

**T. Design Build Contract Award for Second Phase of Proposition 39 Energy Efficiency and Conservation Projects**

Mrs. Phelps made the motion to approve the Consent Agenda, seconded by Dr. Connolly. President Andersen asked if there was any discussion, which there was none. Motion carried 5-0.

## **9. INFORMATION/DISCUSSION ITEMS – GENERAL – HUMAN RESOURCES**

**A. Approval of the Student Field Placement Agreement with California State University, Long Beach**

President Andersen asked if there was any discussion, which there was none.

## **10. INFORMATION/DISCUSSION ITEMS – GENERAL – INSTRUCTIONAL SERVICES**

**A. Approval of 2018 Summer School/Extended Year Programs**

President Andersen asked if there was any discussion, which there was none.

**B. Approval of Replacement of Board Policy and Administrative Regulation 5131.6 - Alcohol and Other Drugs**

President Andersen asked if there was any discussion. Mrs. Phelps and Dr. Connolly recommended using consistent wording throughout the policy to which Mr. Iezza responded.

**C. Approval of Replacement of Administrative Regulation 6112 - School Day**

President Andersen asked if there was any discussion. Mrs. Phelps inquired about the course requirement in AR to which Mr. Iezza responded.

**D. Approval of Amendments to Administrative Regulation 6161.1 - Selection and Evaluation of Instructional Materials**

President Andersen announced there was one comment card submitted.

1. Randy Smith thanked Mrs. Everett and spoke about this AR possibly prolonging the divide between teachers and parents.

President Andersen asked if there was any discussion. Dr. Connolly inquired about the Exhibits and commented on her concerns with the AR. Dr. McLaughlin and Board members continued the discussion. Then the Board, by consensus, decided to remove the student/parent rationale from the alternative assignment request form.

## **11. INFORMATION/DISCUSSION ITEMS – GENERAL – BUSINESS SERVICES**

**A. Approval of New Board Policy 3513.4 - Drug and Alcohol Free Schools**

President Andersen asked if there was any discussion, which there was none.

**B. Approval of Amendment to Administrative Regulation 3515.6 - Criminal Background Checks for Contractors**

President Andersen asked if there was any discussion. Mr. Dunn inquired about the background checks to which Dr. Hayek responded.

**C. Approval of Amendment to Board Policy 3280 - Sale or Lease of District-Owned Real Property**

President Andersen asked if there was any discussion, which there was none.

## **12. ADJOURNMENT**

**A. Adjournment**

President Andersen adjourned the meeting at 9:47 p.m.

**The next regularly scheduled Board meeting will be Tuesday, January 9, 2018, 5:00 p.m. Closed Session, and 6:00 p.m. Open Session** at the CVUSD Board Room located inside Conejo Valley High School at 1402 E. Janss Road, Thousand Oaks.

Date: December 5, 2017 \_\_\_\_\_ Clerk

Date: December 5, 2017 \_\_\_\_\_ Superintendent