



Tuesday, October 4, 2016 Regular Board Meeting

5:00 P.M. Closed Session

6:00 P.M. Open Session

Location: 1400 E. Janss Road (South Bldg. Board Room), Thousand Oaks 91362

If you wish to address the Board of Education, it is necessary to complete a speaker card (blue) and hand it to the recording secretary. If you would like to make comments about items not on the agenda, a speaker card should be completed and turned in prior to the Public Comments section of the agenda. If you wish to address an agenda item, please submit your card prior to the Action portion of the agenda. The information on the speaker cards will assist the Board President in conducting the meeting and is needed for the official minutes. The information on the cards will become public record.

Pursuant to the Brown Act, the Board cannot enter into a formal discussion nor can a decision be made in regard to public comments. The Board may provide a reference to staff or other resources of information, request staff to report back at a subsequent meeting, or direct staff to place an item on a future agenda.

PLEASE NOTE: Public comments will be limited to three minutes. On those occasions where there is an unusually large number of speaker cards, the President of the Board may make the decision to decrease the time for individual speakers and/or the total time.

Please present your comments in a factual, respectful, and dignified manner that models how we expect our children to participate in the democratic process. Know that your comments may be heard by students who are present in this room or students who may watch the broadcast of this meeting. If you wish to register your opinion on a topic but not speak, please fill out a public written statement form (yellow) and hand it to the recording secretary. Board members will review these forms following the meeting. If you are on the agenda to present a report and need the use of a computer and audio equipment, please contact the Superintendent's Office 24 hours prior to the meeting.

Thank you!

1. CLOSED SESSION

Subject A. Public Comments

Meeting Oct 4, 2016 - Regular Board Meeting

Category 1. CLOSED SESSION

Type Procedural

(Closed Session items only).

Subject B. Labor Negotiations, Pursuant to Government Code §54957.6. The agency negotiator is Mark McLaughlin, Assistant Superintendent, Human Resources. Employee Organizations: Unified Association of Conejo Teachers (UACT), California School Employees Association (CSEA), and Conejo Valley Pupil Personnel Association (CVPPA)

Meeting Oct 4, 2016 - Regular Board Meeting

Category 1. CLOSED SESSION

Type Procedural

Subject C. Conference with Real Property Negotiators, pursuant to Government Code § 54956.8. The agency negotiator is Dr. Ann Bonitatibus, Superintendent. Price and terms of payment regarding 2498 Conejo Center Drive, Newbury Park, California are under negotiation.

Meeting Oct 4, 2016 - Regular Board Meeting

Category 1. CLOSED SESSION

Type

2. REGULAR SESSION

Subject A. Call the Meeting to Order and Roll Call

Meeting Oct 4, 2016 - Regular Board Meeting

Category 2. REGULAR SESSION

Type Procedural

Subject B. Pledge of Allegiance

Meeting Oct 4, 2016 - Regular Board Meeting

Category 2. REGULAR SESSION

Type Procedural

Subject C. Announcements from Closed Session and Open Session Procedures

Meeting Oct 4, 2016 - Regular Board Meeting

Category 2. REGULAR SESSION

Type Procedural

Subject D. Approval of the Agenda

Meeting Oct 4, 2016 - Regular Board Meeting

Category 2. REGULAR SESSION

Type Procedural

Subject E. Reports from Student Reporters

Meeting Oct 4, 2016 - Regular Board Meeting

Category 2. REGULAR SESSION

Type Reports

Reports from Student Reporters:

Century Academy: Cajun Holland
Conejo Valley High School: Roger Nava Nunez
Newbury Park High School: Sam Klein
Thousand Oaks High School: Emma Faciane
Westlake High School: Hannah Dye

Subject F. Reports from Parent Support Organizations

Meeting Oct 4, 2016 - Regular Board Meeting
 Category 2. REGULAR SESSION
 Type Reports
 Reports from Parent Support Organizations:

Conejo Council PTA (CCPTA), Paula Nathan, President
 District Advisory Council (DAC), Susan Hanscom, Chair
 Conejo Schools Foundation (CSF), Mike Soules, President

Subject G. Comments - Public

Meeting Oct 4, 2016 - Regular Board Meeting
 Category 2. REGULAR SESSION
 Type Procedural
 Public Comment:

Pursuant to the Brown Act, the Board of Education cannot enter into formal discussion with individuals making public comments to the Board. The Board cannot take action on any issues raised during public comments that are not on the meeting agenda. Individual Board members may respond to public comments during the Individual Board Member's Comments section of the agenda.

Subject H. Comments - Superintendent

Meeting Oct 4, 2016 - Regular Board Meeting
 Category 2. REGULAR SESSION
 Type Procedural

Subject I. Comments - Board of Education

Meeting Oct 4, 2016 - Regular Board Meeting
 Category 2. REGULAR SESSION
 Type Procedural

3. ACTION ITEMS – GENERAL – HUMAN RESOURCES

Subject A. Amendment of Board Bylaw 9270 - Conflict of Interest

Meeting Oct 4, 2016 - Regular Board Meeting
 Category 3. ACTION ITEMS – GENERAL – HUMAN RESOURCES
 Type Action

ISSUE:

Should the Board of Education approve amendments to Board Bylaw 9270 – Conflict of Interest, as submitted?

BACKGROUND:

CVUSD receives updates to Board Policies and Administrative Regulations three times a year from GAMUT: July, November and March. Gamut is a policy update service offered through the California School Boards Association (CSBA) which provides information about new laws and court opinions which may affect Board Policies and Administrative Regulations, and Board Bylaws.

These Board Bylaw amendments reflect changes to Exhibit A – Designated Positions and Filing Officers, including the designation of new positions and the revision of titles of existing positions, and Exhibit B – Disclosure Categories, including

changes to designated positions assigned to specific disclosure categories based on compliance with the Government Code Section 81000 and the California Code of Regulations, Title 2, Section 18730.

ALTERNATIVES:

1. Approve the amended Board Bylaw 9270-Conflict of Interest, as submitted.
2. Do not approve amended Board Bylaw 9270-Conflict of Interest, as submitted.

RECOMMENDATION:

Alternative 1.

RATIONALE:

These revisions will keep our Board Policies, Administrative Regulations and Board Bylaws current with new and existing law.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Mark McLaughlin, Assistant Superintendent
Human Resources

ANB:MM:sf

File Attachments
[09.20.16 BB 9270-Conflict of Interest.pdf \(140 KB\)](#)

4. ACTION ITEMS – GENERAL – INSTRUCTIONAL SERVICES

Subject	A. Resolution 16/17-06 - Red Ribbon Week Proclamation
Meeting	Oct 4, 2016 - Regular Board Meeting
Category	4. ACTION ITEMS – GENERAL – INSTRUCTIONAL SERVICES
Type	Action

ISSUE:

Should the Board of Education adopt a proclamation declaring October 23 through October 31, 2016, as Red Ribbon Week in the Conejo Valley Unified School District?

BACKGROUND:

Californians launched the Red Ribbon campaign in 1985 for Drug Free Youth. The purpose of the campaign is to draw attention to the need to eliminate the demand for illegal drugs. Red Ribbon Week also provides an opportunity to discuss drug-free choices and positively model for students by encouraging parents, staff, and students to wear symbolic red ribbons.

ALTERNATIVES:

1. Adopt the attached Red Ribbon Week Proclamation #16/17-06.
2. Do not adopt the attached Red Ribbon Week Proclamation #16/17-06.

RECOMMENDATION:

Alternative No. 1.

RATIONALE:

Support and observation of Red Ribbon Week is consistent with the District's priority for the prevention of substance abuse.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Robert Iezza, Deputy Superintendent
Instructional Services

ANB:RI:ab

File Attachments
[Red Ribbon Proclamation.pdf \(13 KB\)](#)

Subject B. PUBLIC HEARING: Waiver Request for State Testing Apportionment Report

Meeting Oct 4, 2016 - Regular Board Meeting
Category 4. ACTION ITEMS – GENERAL – INSTRUCTIONAL SERVICES
Type Discussion

Subject C. Waiver Request for State Testing Apportionment Report

Meeting Oct 4, 2016 - Regular Board Meeting
Category 4. ACTION ITEMS – GENERAL – INSTRUCTIONAL SERVICES
Type Action

ISSUE:

Should the Board of Education adopt the Waiver request to the California Department of Education (CDE) in order to recapture funding for the 2015-2016 California English Language Development (CELDT) test administration?

BACKGROUND:

Title 5, Section 11517.5 of the California Code of Regulations specifies that each school district shall receive an Apportionment Information Report that shall include the number of pupils assessed with the CELDT. The superintendent of each school district must certify the accuracy of the apportionment information and the report must be postmarked by December 31, 2015.

Due to transitions in Student Support Services, the report was not postmarked by December 31, 2015. Therefore the funds were not allocated by CDE. Since the postmark date of the Apportionment Information Report is after the December 31, 2015 date, the request for retroactive funding for 2014-2015 must be accompanied by the State Testing Apportionment Information Report Waiver request, with a public hearing, as provided by Education Code Section 33050.

ALTERNATIVES:

1. Adopt the Waiver request to the California Department of Education.
2. Do not adopt the Waiver request to the California Department of Education.

RECOMMENDATION:

Approve Alternative #1.

RATIONALE:

The adoption of the Waiver request to CDE will allow CVUSD to recapture funding for CELDT administration completed in the 2014-2015 academic year.

Submitted by:
Ann N. Bonitatibus, Ed.D.

Superintendent

Prepared by:

Jennifer Boone, Ed.D., Director of Curriculum, Instruction, and Assessment/
Title I School Program Improvement Professional Development for
Robert Iezza, Deputy Superintendent of Instruction, State and Federal Program Coordinator

AB:RI:JB:cf

Subject D. Approval of Inclusion of Stunt Cheer at the High School Level

Meeting Oct 4, 2016 - Regular Board Meeting

Category 4. ACTION ITEMS – GENERAL – INSTRUCTIONAL SERVICES

Type Action

ISSUE:

Should the Board of Education approve the inclusion of CIF-Southern Section sanctioned Stunt Cheer at the high school level?

BACKGROUND:

Last year, the Ventura County Schools Self-Funding Authority worked with Ventura County schools to ensure compliance with Title IX legislation. Part of this process included a review of the District's athletic participation numbers, particularly as they pertain to the percentage of male vs. female participants. As a result of this assessment and additional consideration, it has been determined that our female students would benefit from increased athletic opportunities. District staff continues to diligently seek opportunities to advance participation parity in our sports programs through publicity and other promotional activities. To that end, the three comprehensive high schools propose the addition of Stunt Cheer (varsity and junior varsity teams) as part of their athletic program.

The District is required to provide two additional athletic stipends, one for each level team. Title IX requires that athlete/coach instructional ratios be equal for each competition level as well as equal for boys and girls. Student athletes must meet all CVUSD and CIF-Southern Section eligibility requirements for participation in interscholastic athletics. Coaches must meet all CVUSD, CIF-SS, and State CIF mandated requirements in regard to coaching in California high schools.

ALTERNATIVES:

1. Approve the addition of Stunt Cheer as a CVUSD athletic program offering.
2. Do not approve Stunt Cheer as a CVUSD athletic program offering.

RECOMMENDATION:

Alternative 1.

RATIONALE:

Stunt Cheer is a CIF sanctioned sport. The goal of connecting students to school and creating a sense of community is served by adding athletic opportunities for girls.

Submitted by:

Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:

Dr. James Garza, Director, Secondary Education for
Robert Iezza, Deputy Superintendent
Instructional Services

ANB:RI:JG:mg

Subject E. Approval of Inclusion of Sand Volleyball at the High School Level

Meeting Oct 4, 2016 - Regular Board Meeting
Category 4. ACTION ITEMS – GENERAL – INSTRUCTIONAL SERVICES
Type Action

ISSUE:

Should the Board of Education approve the inclusion of CIF-Southern Section sanctioned Sand Volleyball at the high school level?

BACKGROUND:

Last year, the Ventura County Schools Self-Funding Authority worked with Ventura County schools to ensure compliance with Title IX legislation. Part of this process included a review of the District's athletic participation numbers, particularly as they pertain to the percentage of male vs. female participants. As a result of this assessment and additional consideration, it has been determined that our female students would benefit from increased athletic opportunities. District staff continues to diligently seek opportunities to advance participation parity in our sports programs through publicity and other promotional activities. To that end, the three comprehensive high schools propose the addition of Sand Volleyball (varsity and junior varsity teams) as part of their athletic program.

The District is required to provide two additional athletic stipends, one for each level team. Title IX requires that athlete/coach instructional ratios be equal for each competition level as well as equal for boys and girls. Student athletes must meet all CVUSD and CIF-Southern Section eligibility requirements for participation in interscholastic athletics. Coaches must meet all CVUSD, CIF-SS, and State CIF mandated requirements in regard to coaching in California high schools.

ALTERNATIVES:

1. Approve the addition of Sand Volleyball as a CVUSD athletic program offering.
2. Do not approve Sand Volleyball as a CVUSD athletic program offering.

RECOMMENDATION:

Alternative 1.

RATIONALE:

Sand Volleyball is a CIF sanctioned sport. The goal of connecting students to school and creating a sense of community is served by adding athletic opportunities for girls.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Dr. James Garza, Director, Secondary Education for
Robert Iezza, Deputy Superintendent
Instructional Services

ANB:RI:JG:mg

5. ACTION ITEMS – GENERAL – BUSINESS SERVICES

Subject A. Approval of Resolution #16/17-08 Rejecting Backup Bid By And Terminating Negotiations With Itule Real Estate Group, Inc. For The Sale Of 2498 Conejo Center Drive, Newbury Park, California

Meeting Oct 4, 2016 - Regular Board Meeting
Category 5. ACTION ITEMS – GENERAL – BUSINESS SERVICES
Type Action

ISSUE:

Should the Board of Education adopt Resolution #16/17-08 rejecting backup bid by and terminating negotiations with Itule Real Estate Group, Inc. for the sale of 2498 Conejo Center Drive, Newbury Park, California, as submitted?

BACKGROUND:

On June 21, 2011, the Board of Education ("Board") declared the real property located at 2498 Conejo Center Drive, Newbury Park, California 91320 (the "Property") to be "surplus property." The District thereafter offered the Property for lease, sale or exchange in compliance with the Government Code and Education Code, and pursuant to relevant statutory procedures, entered into certain purchase and sale agreements for the disposition of the Property. Those escrows were later terminated.

On January 19, 2016, at its regularly-held meeting, the Board adopted Resolution #15/16-22, which reaffirmed the District's intent to dispose of the Property. In accordance with the Education Code and Government Code, District staff and consultants provided certain notices regarding the District's intent to dispose of the Property to the public sector or the private sector. The District also informed the public and private sectors of certain development constraints related to the existence of volcanic rock in the subsurface of the Property.

No public sector entities responded to the District's notices by the statutory deadline. However, at a regularly-held meeting on April 19, 2016, pursuant to a Request for Proposals and Statements of Qualifications for the Sale or Exchange of the Property ("RFP"), the Board received two written proposals from the private sector for the purchase of the Property. As set forth in Resolution #15/16-28, passed and adopted by the Board at its April 19, 2016 meeting, the Board awarded the bid to Martin Properties, Inc. ("Martin") in the amount of \$2,804,000 and awarded a backup bid to Itule Real Estate Group, Inc. ("Itule") in the amount of \$2,704,000. The District and Martin subsequently executed a purchase and sale agreement, and entered into escrow for the disposition of the Property, as confirmed by Resolution #15/16-28. However, Martin later elected to terminate escrow pursuant to the purchase agreement. (See Resolution #16/17-03.)

Subsequently, Itule provided District staff and the District's real property consultant with a revised backup bid, offering \$1,800,000 for the Property.

ALTERNATIVES:

1. Adopt Resolution #16/17-08 rejecting the revised backup bid by and terminating further negotiations with Itule Real Estate Group, Inc. for the purchase of the Conejo Center Drive property.
2. Do not adopt Resolution #16/17-08 rejecting the revised backup bid by and terminating further negotiations with Itule Real Estate Group, Inc. for the purchase of the Conejo Center Drive property.

RECOMMENDATION:

Approve Alternative #1.

RATIONALE:

Itule's revised backup bid offer is \$1,800,000 for the Property. This amount is \$904,000 less than Itule's backup bid of \$2,704,000, and \$680,000 less than the minimum purchase price of \$2,480,000 set forth in the RFP. Therefore, it is recommended that the Board reject Itule's revised backup bid as nonconforming to the RFP and the original backup bid, and terminate further negotiations with Itule for the purchase of the Property.

Fiscal IMPACT:

If the Board approves this resolution, the District will return Itule's \$15,000 deposit.

Submitted by:

Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:

Victor P. Hayek, Ed.D.
Assistant Superintendent, Business Services

ANB:VPH:dm

File Attachments

[10.04.16 Res 16.17-08 Terminate Negotiations.pdf \(34 KB\)](#)

Subject B. Amendment of Board Policy 0450 and Administrative Regulation 0450 - Comprehensive Safety Plan

Meeting Oct 4, 2016 - Regular Board Meeting

Category 5. ACTION ITEMS – GENERAL – BUSINESS SERVICES

Type Action

ISSUE:

Should the Board of Education approve amendment of Board Policy 0450 and Administrative Regulation 0450 – Comprehensive Safety Plan?

BACKGROUND:

CVUSD receives updates to Board Policies and Administrative Regulations from GAMUT five times a school year in July, October, December, March and May. GAMUT is a policy update service offered through the California School Boards Association (CSBA) which provides information about new laws and court opinions which may affect Board Policies, Administrative Regulations, and Board Bylaws.

The amendments of Board Policy 0450 clarify the District's responsibility to annually review comprehensive school safety plans. Administrative Regulation 0450 was updated to delete the requirement to include hate crime reporting procedures in the safety plan, as they are no longer required by law. In addition, the Regulation was expanded to include (1) policy related to firearms possession on campus; (2) measures to minimize gang influence; (3) guidelines for the roles and responsibilities of mental health professionals, community intervention professionals, school counselors, school resource officers, and police officers on school campuses; (4) strategies for suicide prevention; (5) procedures to handle disruptions; and (6) concepts related to environmental safety. All new language is indicated as bold font and deleted language as strikeouts in the attached documents.

ALTERNATIVES:

1. Approve amendment of Board Policy 0450 and Administrative Regulation 0450 – Comprehensive Safety Plan, as submitted.
2. Approve amendment of Board Policy 0450 and Administrative Regulation 0450 – Comprehensive Safety Plan, as revised.
3. Do not approve amendment of Board Policy 0450 and Administrative Regulation 0450 – Comprehensive Safety Plan.

RECOMMENDATION:

Alternative #1.

RATIONALE:

The recommended amendments will make the District's Board Policy and Administrative Regulation reflect current law and District practice.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Victor P. Hayek, Ed.D.
Assistant Superintendent, Business Services

ANB:VPH:dm

File Attachments

[10.04.16 BP0450 Safety Plan.pdf \(28 KB\)](#)
[10.04.16 AR0450 Safety Plan.pdf \(38 KB\)](#)

Subject C. Amendment of Board Policy 3513.3 and Administrative Regulation 3513.3 - Tobacco-Free Schools

Meeting Oct 4, 2016 - Regular Board Meeting
Category 5. ACTION ITEMS – GENERAL – BUSINESS SERVICES
Type Action

ISSUE:

Should the Board of Education approve amendment of Board Policy 3513.3 and Administrative Regulation 3513.3 – Tobacco-Free Schools?

BACKGROUND:

CVUSD receives updates to Board Policies and Administrative Regulations from GAMUT five times a school year in July, October, December, March and May. GAMUT is a policy update service offered through the California School Boards Association (CSBA) which provides information about new laws and court opinions which may affect Board Policies, Administrative Regulations, and Board Bylaws.

The amendments of Board Policy 3513.3 reflect NEW LAW (ABX2 9, 2016) which requires all districts, not just those receiving state Tobacco-Use Prevention Education funds, to prohibit tobacco use on school campuses. Policy also reflects new definitions of "smoking" and "tobacco" pursuant to NEW LAW (SBX2 5, 2016). Administrative Regulation 3513.3 is amended to reflect provision ABX2 9 which requires signs prohibiting tobacco use to be displayed at all school entrances, and deletes option to designate a smoking area on campus. All new language is indicated as bold font and deleted language as strikeouts in the attached documents.

ALTERNATIVES:

1. Approve amendment of Board Policy 3513.3 and Administrative Regulation 3513.3 – Tobacco-Free Schools, as submitted.
2. Approve amendment of Board Policy 3513.3 and Administrative Regulation 3513.3 – Tobacco-Free Schools, as revised.
3. Do not approve amendment of Board Policy 3513.3 and Administrative Regulation 3513.3 – Tobacco-Free Schools.

RECOMMENDATION:

Alternative #1.

RATIONALE:

The recommended revisions will make the District's Board Policy and Administrative Regulation reflect current law.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Victor P. Hayek, Ed.D.
Assistant Superintendent, Business Services

ANB:VPH:dm

File Attachments

[10.04.16 BP3513.3 Tobacco Free Sch.pdf \(19 KB\)](#)

[10.04.16 AR3513.3 Tobacco Free Sch.pdf \(14 KB\)](#)

Subject D. Replacement of Board Policy 3541.2 - Transportation for Students with Disabilities

Meeting Oct 4, 2016 - Regular Board Meeting
Category 5. ACTION ITEMS – GENERAL – BUSINESS SERVICES

Type Action

ISSUE:

Should the Board of Education approve replacement of Board Policy 3541.2 – Transportation for Students with Disabilities?

BACKGROUND:

CVUSD receives updates to Board Policies and Administrative Regulations from GAMUT five times a school year in July, October, December, March and May. GAMUT is a policy update service offered through the California School Boards Association (CSBA) which provides information about new laws and court opinions which may affect Board Policies, Administrative Regulations, and Board Bylaws.

This proposed replacement of Board Policy 3541.2 will align the District's Board Policy with current Education Code. The policy is updated to clarify applicability to students receiving services pursuant to Section 504 of the federal Rehabilitation Act of 1973, add sample criteria for individualized education program (IEP) teams to use when determining a student's transportation needs, add material regarding the provision of information to IEP teams, add provision of alternative transportation when a student is excluded from school bus transportation for a disciplinary or other reason, add assurance that a contract with a nonpublic, nonsectarian school or agency addresses transportation as necessary, and add transportation of service animals.

ALTERNATIVES:

1. Approve replacement of Board Policy 3541.2 – Transportation for Students with Disabilities, as submitted.
2. Approve replacement of Board Policy 3541.2 – Transportation for Students with Disabilities, as amended.
3. Do not approve replacement of Board Policy 3541.2 – Transportation for Students with Disabilities.

RECOMMENDATION:

Alternative #1.

RATIONALE:

The recommended replacement will make our Board Policy reflect current law.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Victor P. Hayek, Ed.D.
Assistant Superintendent, Business Services

ANB:VPH:dm

File Attachments

[10.04.16 BP3541.2 Trans With Disabilities.pdf \(21 KB\)](#)

Subject E. Replacement of Board Policy 3580 and Amendment of Administrative Regulation 3580 - District Records

Meeting Oct 4, 2016 - Regular Board Meeting

Category 5. ACTION ITEMS – GENERAL – BUSINESS SERVICES

Type Action

ISSUE:

Should the Board of Education approve replacement of Board Policy 3580 and amendment of Administrative Regulation 3580 – District Records?

BACKGROUND:

CVUSD receives updates to Board Policies and Administrative Regulations from GAMUT five times a school year in July, October, December, March and May. GAMUT is a policy update service offered through the California School Boards Association (CSBA) which provides information about new laws and court opinions which may affect Board Policies, Administrative Regulations, and Board Bylaws.

Board Policy 3580 and Administrative Regulation 3580 are being updated to reflect the legal requirement to disclose any breach of record security, and to provide guidelines regarding electronically stored information. All new language is indicated as bold font and deleted language as strikeouts in the attached documents.

ALTERNATIVES:

1. Approve replacement of Board Policy 3580 and amendment of Administrative Regulation 3580 – District Records, as submitted.
2. Approve replacement of Board Policy 3580 and amendment of Administrative Regulation 3580 – District Records, as amended.
3. Do not approve replacement of Board Policy 3580 and amendment of Administrative Regulation 3580 – District Records.

RECOMMENDATION:

Alternative #1.

RATIONALE:

The recommended revisions will make the District's Board Policy and Administrative Regulation reflect current law.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Victor P. Hayek, Ed.D.
Assistant Superintendent, Business Services

ANB:VPH:dm

File Attachments

[10.04.16 BP3580 District Records.pdf \(39 KB\)](#)

[10.04.16 AR3580 District Records.pdf \(27 KB\)](#)

6. ACTION ITEMS – CONSENT

Subject	A. Approval of Minutes
Meeting	Oct 4, 2016 - Regular Board Meeting
Category	6. ACTION ITEMS – CONSENT
Type	Minutes

*These items are considered routine and will be approved in one action without discussion.
If Board members request that an item be removed from Consent or a citizen wishes to speak to an item, the item will be considered under Action Items.*

Approval of the Minutes:

- Regular Meeting of September 20, 2016

File Attachments

[9.20.2016 CVUSD Minutes.pdf \(252 KB\)](#)

Subject B. Personnel Assignment Orders

Meeting Oct 4, 2016 - Regular Board Meeting

Category 6. ACTION ITEMS – CONSENT

Type Action (Consent)

1. Certificated Service:

A. Employment/Appointment/Change in Status: Counselors, Psychologists, Speech/Language Pathologists, Teachers
Orders #: R16-056 - R16-169

2. Certificated Service - Exempt:

A. Employment/Appointment: Exempt Specialists
Orders #: E16-008 - E16-014

3. Classified Service:

A. New Employment (Probationary to Perm) / Assignment Change / Change in Status
Orders #: C16-145 - C16-160B. Substitute / Provisional / Additional Assignment
Orders #: C16-161 - C16-165C. Establishment / Modification / Elimination of Positions
Orders #: C16-166 - C16-167

4. Classified Service - Exempt:

A. Walk-on Coach
Orders #: E16-253 - E16-281B. Campus Supervisor, Proctor, Specialist, Others
Orders #: E16-282 - E16-310

File Attachments

[10.04.16 Certificated Personnel Assignment Orders.pdf \(355 KB\)](#)[10.04.16 Classified Personnel Assignment Orders.pdf \(180 KB\)](#)

These items are considered routine and will be approved in one action without discussion. If Board members request that an item be removed from Consent or a citizen wishes to speak to an item, the item will be considered under Action items.

Subject C. Overnight Field Trip Request - Earths Magnet School

Meeting Oct 4, 2016 - Regular Board Meeting

Category 6. ACTION ITEMS – CONSENT

Type Action (Consent)

ISSUE:

Should the Board of Education grant permission for fifth grade students from EARTHS Magnet School to attend an overnight trip to Running Springs, California?

BACKGROUND:

Three fifth grade teachers from EARTHS Magnet School, Ms. Yolanda Fitzgerald, Ms. Christine Steigelman and Ms. Ann-Marie Matter, request permission to take 95 students to Pali Institute Science Camp in Running Springs, California, from Monday, April 24, 2017, to Wednesday, April 26, 2017. The students will miss three days of school. During the 2016-2017 school year, the fifth grade students from EARTHS Magnet School have worked in partnership with Santa Monica Mountains National Recreation Area Rangers on a monthly basis restoring selected plots of land while learning about plant and animal life, geology, cultural history, and weather. This field trip will offer the opportunity for the students to experience multiple habitats and compare them in order to provide progressive learning experiences that extend far beyond the classroom walls. The students will travel

by charter bus and rental van approximately 130 miles each way. The rental van will be driven by one of the EARTH'S Magnet School teachers. The students will be chaperoned by Ms. Fitzgerald, Ms. Steigelman, Ms. Ann-Marie Matter and 57 Pali Institute instructors and administrators. All of the Pali instructors and administrators have been fingerprinted and cleared to work with our students. This trip is supported by fundraising, donations and EARTH'S PTA. No student will be excluded from participation due to a lack of sufficient funds. There will be no cost to the District.

ALTERNATIVES:

1. Approve the overnight trip request.
2. Do not approve the overnight trip request.

RECOMMENDATION:

Alternative #1.

RATIONALE:

This trip will allow students to build on the skills learned both in the classroom and while working with the Santa Monica Mountains National Recreation Area Rangers.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Jeanne Valentine, Director of Elementary Education, for
Robert Iezza, Deputy Superintendent, Instructional Services

ANB:RI:JV:kp

These items are considered routine and will be approved in one action without discussion. If Board members request that an item be removed from Consent or a citizen wishes to speak to an item, the item will be considered under Action items.

Subject	D. Overnight Trip Request - Thousand Oaks High School Varsity Basketball
Meeting	Oct 4, 2016 - Regular Board Meeting
Category	6. ACTION ITEMS – CONSENT
Type	Action (Consent)

ISSUE:

Should the Board of Education approve an overnight trip for the Thousand Oaks High School Varsity Basketball Team?

BACKGROUND:

Coach Richard Endres requests permission to take 11 students to the Rancho Mirage 2016 Invitational Basketball Tournament in Palm Desert, California, from December 26, 2016, to December 30, 2016. Mr. Endres and three assistant coaches will accompany the students. The students will travel by private vehicle approximately 130 miles each way. The students will not miss any school since this event occurs during winter break. Booster Club fundraisers will supplement the cost of the trip. No student will be excluded from participation due to a lack of sufficient funds. There will be no cost to the District.

ALTERNATIVES:

1. Approve the overnight trip request, as submitted.
2. Do not approve the overnight trip, as submitted.

RECOMMENDATION:

Alternative 1.

RATIONALE:

The team will improve their skills by competing against numerous high level teams from other states.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Dr. James Garza, Director, Secondary Education for
Robert Iezza, Deputy Superintendent
Instructional Services

ANB:RI:JG:mg

These items are considered routine and will be approved in one action without discussion. If Board members request that an item be removed from Consent or a citizen wishes to speak to an item, the item will be considered under Action items.

Subject E. Overnight Trip Request - Westlake High School Dance Team

Meeting Oct 4, 2016 - Regular Board Meeting

Category 6. ACTION ITEMS – CONSENT

Type Action (Consent)

ISSUE:

Should the Board of Education approve an overnight trip for the Westlake High School Dance Team?

BACKGROUND:

The Westlake High School Dance team requests permission to take 13 students to the 2017 USA Dance Nationals in Long Beach, California, from March 30, 2017, to April 2, 2017. Certificated teacher Gina Mandell and two coaches will accompany the students. The group will travel 64 miles to Long Beach by charter bus and return via private vehicles. The students will miss two periods of school on Thursday and all day Friday. Students will be required to receive their teachers' permission prior to leaving on the trip. Booster Club fundraisers will supplement the cost of the trip and give all students an opportunity to attend. No student will be excluded from participation due to a lack of sufficient funds. There will be no cost to the District.

ALTERNATIVES:

1. Approve the overnight trip request, as submitted.
2. Do not approve the overnight trip, as submitted.

RECOMMENDATION:

Alternative 1.

RATIONALE:

The team will refine their dance skills by competing against numerous high level teams, receive adjudicated feedback, and benefit from team bonding.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Dr. James Garza, Director, Secondary Education for
Robert Iezza, Deputy Superintendent
Instructional Services

ANB:RI:JG:mg

These items are considered routine and will be approved in one action without discussion. If Board members request that an item be removed from Consent or a citizen wishes to speak to an item, the item will be considered under Action items.

Subject **F. Purchase Order Report #908**

Meeting Oct 4, 2016 - Regular Board Meeting

Category 6. ACTION ITEMS – CONSENT

Type Action (Consent)

ISSUE:

Should the Board of Education approve Purchase Order Report #908?

BACKGROUND:

Attached is Purchase Order Report #908 covering the period September 8, 2016, through September 21, 2016. This report lists all Adult Education Fund, Child Development Fund, Surplus Property Fund, TOPASS Foundation, and General Fund Purchase Orders.

The Purchase Orders have been approved by an administrator as a necessary expense for the instructional or support program. The purchase is budgeted for and within the budget authorization of the account.

ALTERNATIVES:

1. Approve Purchase Order Report #908, as submitted.
2. Do not approve Purchase Order Report #908.

RECOMMENDATION:

Alternative #1.

RATIONALE:

Ratification and approval of Purchase Orders from September 8, 2016, through September 21, 2016, is required. The administrator responsible for the appropriate budget account has approved all purchase orders.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Victor P. Hayek, Ed.D.
Assistant Superintendent, Business Services

ANB:VPH:ks

File Attachments
[10.04.16 Purchase Orders.pdf \(607 KB\)](#)

These items are considered routine and will be approved in one action without discussion. If Board members request that an item be removed from Consent or a citizen wishes to speak to an item, the item will be considered under Action items.

Subject **G. Notice of Completion - MEASURE I Various Sites - AV Projector and Interactive Display Installation - Pacific Coast Integration**

Meeting Oct 4, 2016 - Regular Board Meeting

Category 6. ACTION ITEMS – CONSENT

Type Action (Consent)

ISSUE:

Should the Board of Education authorize the execution and filing of a Notice of Completion for the contract with Pacific Coast Integration, for the AV Projector and Interactive Display installation at various school sites?

BACKGROUND:

On June 28, 2016, the Conejo Valley Unified School District entered into a contract with Pacific Coast Integration, for the AV Projector and Interactive Display installation project at various school sites, under the guidelines of the California Uniform Public Construction Cost Accounting Act. The projects, Acacia Elementary (ACA-15D5016), in the amount of \$670.00; Banyan Elementary (BAN-15D5017), in the amount of \$2,680.00; Cypress Elementary (CYP-15D508), in the amount of \$3,240.00; Earths Magnet (EAR-15D5016), in the amount of \$6,420.00; Lang Ranch Elementary (LRE-15D5020), in the amount of \$5,080.00; Walnut Elementary (WAL-15D5018), in the amount of \$3,550.00; and Redwood Middle School (RED-15D5026), in the amount of \$3,550.00, are complete and have been inspected by District staff. Measure I funds have been utilized for these projects under purchase order number B17-00617.

ALTERNATIVES:

1. Authorize the execution and filing of a Notice of Completion for the contract with Pacific Coast Integration.
2. Do not authorize the execution and filing of a Notice of Completion for the contract with Pacific Coast Integration.

RECOMMENDATION:

Alternative #1.

RATIONALE:

Filing a Notice of Completion will allow final payment to the contractor for the work performed.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Pavan Bhatia, Executive Director, Facilities, Maintenance, and Operations, for
Victor P. Hayek, Ed.D., Assistant Superintendent, Business Services

ANB:VPH:PB:dmh

These items are considered routine and will be approved in one action without discussion. If Board members request that an item be removed from Consent or a citizen wishes to speak to an item, the item will be considered under Action items.

Subject H. Notice of Completion - MEASURE I Various Sites - 2016 Flooring Project - Progressive Surface Solutions, LLC

Meeting Oct 4, 2016 - Regular Board Meeting

Category 6. ACTION ITEMS – CONSENT

Type Action (Consent)

ISSUE:

Should the Board of Education authorize the execution and filing of a Notice of Completion for the contract with Progressive Surface Solutions, LLC?

BACKGROUND:

On June 21, 2016, the Conejo Valley Unified School District entered into a contract with Progressive Surface Solutions, LLC, for the 2016 Flooring project at various school sites. The projects, Aspen Elementary (ASP-15C3015), in the amount of \$7,999.80; Banyan Elementary (BAN-15C3016), in the amount of \$83,799.70; Conejo Elementary (CON-15C3022), in the amount of \$12,500.00; Madrona Elementary (MAD-15C3016), in the amount of \$57,998.55; Westlake

Elementary (WLE-15C3019), in the amount of \$9,999.75; Westlake Hills Elementary (WHL-15C3015), in the amount of \$5,999.85; Wildwood Elementary (WWD-15C3014), in the amount of \$18,612.20; and Thousand Oaks High School (TOH-15C3036), in the amount of \$17,332.90, are now complete and have been inspected by District staff. Measure I Funds have been utilized for these projects under purchase order number B17-00506, which includes one change order.

ALTERNATIVES:

1. Approve the execution and filing of a Notice of Completion for the contract with Progressive Surface Solutions, LLC.
2. Do not approve the execution and filing of a Notice of Completion for the contract with Progressive Surface Solutions, LLC.

RECOMMENDATION:

Alternative #1.

RATIONALE:

Filing a Notice of Completion will allow retention payment to the contractor for the work performed.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Pavan Bhatia, Executive Director, Facilities, Maintenance and Operations, for
Victor P. Hayek, Ed.D., Assistant Superintendent, Business Services

ANB:VPH:PB:dmh

These items are considered routine and will be approved in one action without discussion. If Board members request that an item be removed from Consent or a citizen wishes to speak to an item, the item will be considered under Action items.

Subject I. Notice of Completion - Conejo Valley Adult Education, Waverly Site - Campus Security - Oaks Security, Inc.

Meeting Oct 4, 2016 - Regular Board Meeting

Category 6. ACTION ITEMS – CONSENT

Type Action (Consent)

ISSUE:

Should the Board of Education authorize the execution and filing of a Notice of Completion for the contract with Oaks Security, Inc., for the campus security project at Conejo Valley Adult Education, Waverly site?

BACKGROUND:

On July 7, 2016, the Conejo Valley Unified School District entered into a contract with Oaks Security, Inc., for the campus security project at Conejo Valley Adult Education, Waverly site, under the guidelines of the California Uniform Public Construction Cost Accounting Act. This project is complete and has been inspected by District staff. The project has been site funded in the amount of \$34,990.00 under Purchase Order B17-00547.

ALTERNATIVES:

1. Authorize the execution and filing of a Notice of Completion for the contract with Oaks Security, Inc.
2. Do not authorize the execution and filing of a Notice of Completion for the contract with Oaks Security, Inc.

RECOMMENDATION:

Alternative #1.

RATIONALE:

This project included installation of a new camera security/surveillance system. Filing a Notice of Completion will allow final payment to the contractor for the work performed.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Pavan Bhatia, Executive Director, Facilities, Maintenance and Operations, for
Victor P. Hayek, Ed.D., Assistant Superintendent, Business Services

ANB:VPH:PB:dmh

These items are considered routine and will be approved in one action without discussion. If Board members request that an item be removed from Consent or a citizen wishes to speak to an item, the item will be considered under Action items.

7. INFORMATION/DISCUSSION ITEMS - GENERAL - BOARD MEMBER

Subject **A. Relocation of CVHS to TOHS**

Meeting Oct 4, 2016 - Regular Board Meeting

Category 7. INFORMATION/DISCUSSION ITEMS - GENERAL - BOARD MEMBER

Type Discussion, Information

Per Board Member Mike Dunn, please see the attached.

File Attachments

[10.04.2016 Relocation of CVHS to TOHS Dunn.pdf \(497 KB\)](#)

8. INFORMATION/DISCUSSION ITEMS – GENERAL – HUMAN RESOURCES

Subject **A. Authorization to Open the 2016-2017 Proposal for Reopener Collective Bargaining Negotiations Between the Conejo Valley Unified School District and the California School Employees Association (CSEA) and its Conejo Chapter 620**

Meeting Oct 4, 2016 - Regular Board Meeting

Category 8. INFORMATION/DISCUSSION ITEMS – GENERAL – HUMAN RESOURCES

Type Information

ISSUE:

Should the Board of Education accept Reopener Collective Bargaining with the District's negotiation team and the California School Employees Association (CSEA) and its Conejo Chapter 620 on its behalf?

BACKGROUND:

The term of the District's current Contract of Agreement with CSEA and its Conejo Chapter 620 is from July 1, 2015, through June 30, 2018, with automatic reopeners for 2016-17 on Article 9 (Pay and Allowances), Article 10 (Health and Welfare Benefits) and one additional article of each party's choice. The District requests to open Article 14 (Vacation Plan). CSEA's proposed articles for openers are attached. The District and CSEA have mutually agreed to reopen Article 18 (Evaluation Procedures).

ALTERNATIVES:

1. Approve the District to reopen for negotiations with the California School Employees Association and its Conejo Chapter 620.
2. Do not approve the District to reopen for negotiations with the California School Employees Association and its Conejo Chapter 620.

RECOMMENDATION:

Approve Alternative #1.

RATIONALE:

Pursuant to California Government Code Section 3547, the Board of Education must formally accept the Proposal for Reopener Collective Bargaining Negotiations.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Mark McLaughlin,
Assistant Superintendent, Human Resources

ANB:MM:sf

File Attachments
[10.04.06 Initial Proposal, CSEA.pdf \(16 KB\)](#)

9. INFORMATION/DISCUSSION ITEMS – GENERAL – INSTRUCTIONAL SERVICES

Subject	A. Resolution 16/17-07 - Public Textbook and Instructional Materials
Meeting	Oct 4, 2016 - Regular Board Meeting
Category	9. INFORMATION/DISCUSSION ITEMS – GENERAL – INSTRUCTIONAL SERVICES
Type	Information

ISSUE:

Should the Board of Education hold a public hearing and adopt a resolution stating that sufficient standards-based textbooks and materials have been provided to the students in the District?

BACKGROUND:

The State of California annually provides funding for the purchase of textbooks and supplemental materials. As a condition of receipt of these funds, the District is required to publicly declare the status of the textbook budget and its sufficiency for purchasing standards-based textbooks.

Conejo Valley Unified School District is able to provide each student with sufficient textbooks and instructional materials consistent with the cycles and content of the curriculum frameworks. Sufficient textbooks and other instructional materials have been purchased in English, Math, History/Social Science, Science, Health, and World Language. In addition, school sites receive supplementary funds for enriching all areas of the curriculum annually and specific science supplementary funds to be used for consumable laboratory expenses and/or equipment.

ALTERNATIVES:

1. Adopt Resolution #16/17-07 Pupil Textbook and Instructional Materials, as submitted.
2. Do not adopt Resolution #16/17-07 Pupil Textbook and Instructional Materials, as submitted.

RECOMMENDATION:

Alternative #1.

RATIONALE:

Education Code 60119 requires the Governing Board to annually adopt a resolution as a condition of receiving state funding for textbooks and instructional materials.

FISCAL IMPACT:

Textbook and instructional materials are currently being sustained through the use of the following funding sources: Restricted Lottery funds, and Local Control Funding Formula allocations.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Jennifer Boone, Ed.D., Director of Curriculum, Instruction, and Assessment/
Title I School Program Improvement Professional Development for
Robert Iezza, Deputy Superintendent of Instruction, State and Federal Program Coordinator

ANB:RI:JB:cf

File Attachments
[10.04.16 Resolution Public Textbooks.pdf \(16 KB\)](#)

10. INFORMATION/DISCUSSION ITEMS – GENERAL – BUSINESS SERVICES

Subject **A. Amendment of AR3516.3 - Earthquake Emergency Procedure System**

Meeting Oct 4, 2016 - Regular Board Meeting

Category 10. INFORMATION/DISCUSSION ITEMS – GENERAL – BUSINESS SERVICES

Type Information

ISSUE:

Should the Board of Education approve amendment of Administrative Regulation 3516.3 – Earthquake Emergency Procedure System?

BACKGROUND:

CVUSD receives updates to Board Policies and Administrative Regulations from GAMUT five times a school year in July, October, December, March and May. GAMUT is a policy update service offered through the California School Boards Association (CSBA) which provides information about new laws and court opinions which may affect Board Policies, Administrative Regulations, and Board Bylaws.

Minor amendments were made to Administrative Regulation 3516.3 to clarify meaning, to document the need to keep the community informed, and to update resources. All new language is indicated in bold font and deleted language in strikeouts in the attached documents.

ALTERNATIVES:

1. Approve amendment of Administrative Regulation 3516.3 – Earthquake Emergency Procedure System, as submitted.
2. Approve amendment of Administrative Regulation 3516.3 – Earthquake Emergency Procedure System, as revised.
3. Do not approve amendment of Administrative Regulation 3516.3 – Earthquake Emergency Procedure System.

RECOMMENDATION:

Alternative #1.

RATIONALE:

The recommended amendments of Administrative Regulation 3516.3 clarify the District's earthquake emergency procedures.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:
Victor P. Hayek, Ed.D.
Assistant Superintendent, Business Services

ANB:VPH:dm

File Attachments

[10.04.16 AR3516.3 Earthquake Procedure.pdf \(31 KB\)](#)

Subject B. Amendment of Board Policy 3553 and Addition of New Administrative Regulation 3553 - Free and Reduced Price Meals

Meeting Oct 4, 2016 - Regular Board Meeting

Category 10. INFORMATION/DISCUSSION ITEMS – GENERAL – BUSINESS SERVICES

Type Information

ISSUE:

Should the Board of Education approve amendment of Board Policy 3553 and addition of new Administrative Regulation 3553 – Free and Reduced Price Meals?

BACKGROUND:

CVUSD receives updates to Board Policies and Administrative Regulations from GAMUT five times a school year in July, October, December, March and May. GAMUT is a policy update service offered through the California School Boards Association (CSBA) which provides information about new laws and court opinions which may affect Board Policies, Administrative Regulations, and Board Bylaws.

The amendments of Board Policy 3553 reflect requirements eliminated by the Every Student Succeeds Act (P.L. 114-95), and reflect law authorizing sharing of students' free and reduced-price meal eligibility information. New Administrative Regulation 3553 would align District regulations with the recommendation of GAMUT. All new language is indicated as bold font and deleted language as strikeouts in the attached documents.

ALTERNATIVES:

1. Approve amendment of Board Policy 3553 and addition of new Administrative Regulation 3553 – Free and Reduced Price Meals, as submitted.
2. Approve amendment of Board Policy 3553 and addition of new Administrative Regulation 3553 – Free and Reduced Price Meals, as revised.
3. Do not approve amendment of Board Policy 3553 and addition of new Administrative Regulation 3553 – Free and Reduced Price Meals.

RECOMMENDATION:

Alternative #1.

RATIONALE:

The recommended amendment of Board Policy 3553 and addition of new Administrative Regulation 3553 reflect current regulations and the District's practice.

Submitted by:
Ann N. Bonitatibus, Ed.D.
Superintendent

Prepared by:

Victor P. Hayek, Ed.D.
Assistant Superintendent, Business Services

ANB:VPH:dm

File Attachments

[10.04.16 BP3553 Free and Reduced.pdf \(25 KB\)](#)

[10.04.16 AR3553 Free and Reduced.pdf \(21 KB\)](#)

11. ADJOURNMENT

Subject A. Adjournment

Meeting Oct 4, 2016 - Regular Board Meeting

Category 11. ADJOURNMENT

Type Procedural

FUTURE BOARD MEETINGS:

Tuesday, October 18, 2016

4:15 p.m. Discussion Session

5:00 p.m. Closed Session

6:00 p.m. Open Session

Location: 1400 E. Janss Road (South Building Board Room), Thousand Oaks

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Internet Home Page: www.conejousd.org/

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