



**CONEJO VALLEY UNIFIED SCHOOL DISTRICT**  
**Conejo Valley High School (CVUSD Board Room)**  
**1402 E. Janss Road, Thousand Oaks, CA 91362**

**BOARD OF EDUCATION REGULAR BOARD MEETING**  
**Wednesday, January 15, 2025**

**MINUTES**

**1. CLOSED SESSION**

**A. Comments – Public**

President Powell announced that there were no public comment requests submitted, and the Board convened into Closed Session at 5:15 p.m. where the following item was discussed:

**B. Conference with Legal Counsel, Existing Litigation, Pursuant to Government Code §54956.9(d)(1), Case OAH 2024100774**

**C. Conference with Legal Counsel, Existing Litigation, Pursuant to Government Code §54956.9(d)(1), Case OAH 2024090153**

**D. Conference with Legal Counsel, Existing Litigation, Pursuant to Government Code §54956.9(d)(1), Case OAH 2024091020**

Closed Session ended at 5:56 p.m.

**2. OPEN SESSION**

**A. Call the Meeting to Order**

Call to Order: President Powell called the meeting to order at 6:00 p.m.

Board Members present: Board President Lisa Powell, Board Vice President Karen Sylvester, Board Clerk Bill Gorback, Board Trustees Lauren Gill and Cindy Goldberg, and Student Board Trustee Aidan Light.

Administration present: Dr. Mark McLaughlin, Superintendent; Dr. Victor Hayek, Deputy Superintendent, Business Services; Kenneth Loo, Assistant Superintendent, Instructional Services; Dr. Shanna M. Egans, Assistant Superintendent, Student Services; and Shauna Ashmore, Assistant Superintendent, Human Resources.

**B. Pledge of Allegiance**

President Powell asked for a Moment of Silence following the Pledge of Allegiance in honor of those who have been affected by the California fires.

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

President Powell announced that the following item was discussed in Closed Session:

#### **B. Conference with Legal Counsel, Existing Litigation, Pursuant to Government Code §54956.9(d)(1), Case OAH 2024100774**

Trustee Goldberg made the motion to approve the Settlement Agreement for Case OAH 2024100774, seconded by Trustee Sylvester. **Motion carried: 5-0.**

#### **C. Conference with Legal Counsel, Existing Litigation, Pursuant to Government Code §54956.9(d)(1), Case OAH 2024090153**

Trustee Gorbach made the motion to approve the Settlement Agreement for Case OAH 2024090153, seconded by Trustee Gill. **Motion carried: 5-0.**

#### **D. Conference with Legal Counsel, Existing Litigation, Pursuant to Government Code §54956.9(d)(1), Case OAH 2024091020**

Trustee Sylvester made the motion to approve the Settlement Agreement for Case OAH 2024091020, seconded by Trustee Goldberg. **Motion carried: 5-0.**

### **D. Approval of the Agenda**

Trustee Gorbach made the motion to approve the agenda as submitted, seconded by Trustee Light. **Motion carried: 5-0, with a preferential "yes" vote from Trustee Light.**

### **E. Student Recognitions**

The Board of Education and District staff recognized Newbury Park High School athletic teams for the following victories:

Girls Varsity Cross Country: Marmonte League Champions

Varsity Football: CIF Southern Section Division 2 Champions and Conejo Coast League Champions

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

Century Academy: Abigail Vey (not present)

Conejo Valley High School: Jocelyn "J.J." Jimenez

Newbury Park High School: Shea Grohs

Thousand Oaks High School: Ella Neale

Westlake High School: Brandon Osborn

Students reported on: finals and end of semester activities, student recognitions, ASG events, spirit week rallies and activities, local community challenges with power outages and wildfires, food shares and donation drives, student workshops, Quarter 2 Renaissance recognitions, CVHS's new Sound Engineering course, Unified Sports Bowling, Future Panther and Future Warrior Preview Nights, performing arts events, kindness challenge activities, winter sports competitions, Inclusive Schools Week activities, Inclusion Hero awards, and upcoming events at the sites.

### **G. Comments – Public**

President Powell announced that there were four (4) public comment requests submitted, and each speaker received three (3) minutes to speak.

## **3. ACTION ITEMS – GENERAL**

### **A. Student Services - Adoption of Resolution #24/25-21: in Recognition of National Black History Month**

Trustee Gorback made the motion to approve, seconded by Trustee Goldberg. There was no Board discussion on this agenda item. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Light.**

### **B. Student Services - Adoption of Resolution #24/25-22 in Recognition of the Lunar New Year**

Trustee Goldberg made the motion to approve, seconded by Trustee Sylvester. There was no Board discussion on this agenda item. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Light.**

### **C. Human Resources - Adoption of Resolution #24/25-20: National School Counseling Week - February 3-7, 2025**

Trustee Gorback made the motion to approve, seconded by Trustee Light. There was no Board discussion on this agenda item. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Light.**

### **D. Board of Education - Update and Consideration of School Board Member Assignments to Committees**

Trustee Goldberg made the motion to approve, seconded by Trustee Sylvester. There was no Board discussion on this agenda item. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Light.**

### **E. Business Services - Approval of Surplus Property Advisory Committee Members**

Trustee Goldberg made the motion to approve, seconded by Trustee Gorback. There was no Board discussion on this agenda item. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Light.**

## **4. ACTION ITEMS – CONSENT**

Trustee Light made the motion to approve the Consent Agenda as submitted, seconded by Trustee Gorback. There was no Board discussion on this agenda item. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Light.**

**CONSENT AGENDA ITEMS:**

- A. Human Resources - Personnel Assignment Orders**
- B. Human Resources - Approval of Administrative Regulation 4157.1 - Work-Related Injuries**
- C. Human Resources - Ratification of Renewal Contract with M & L Partnership, Incorporated**
- D. Instructional Services - Approval of New Middle School Core Literature Title – Wildoak**
- E. Instructional Services - Approval of Renewal Contract - Jostens Yearbook - Newbury Park High School**
- F. Instructional Services - Approval of Renewal Contract - Walsworth Yearbooks - Westlake High School**
- G. Instructional Services - Approval of Contracts Under \$5,000**
- H. Instructional Services - Approval of Contract - Music Matterz Inc. - Westlake High School**
- I. Instructional Services - Approval of New Contract - Lakeland Tours LLC, dba World Strides - Thousand Oaks High School**
- J. Instructional Services - Approval of Renewal Contract - Walsworth Yearbook - Thousand Oaks High School**
- K. Instructional Services - Approval of New Contract with Amergis Healthcare Staffing, Inc.**
- L. Student Services - Approval of Contracts for Residential Treatment Center Placement**
- M. Student Services - Approval of Contracts for Non-Public School Placement**
- N. Business Services - Notices of Completion**
- O. Business Services - California Uniform Public Construction Cost Accounting Act Update (CUPCAA)**
- P. Business Services - Ratification of Workers' Compensation Claims (under \$50,000)**
- Q. Business Services - Disposal of Surplus and Obsolete Equipment**
- R. Business Services - Approval of Purchase Order Report (POs exceeding \$5,000)**
- S. Business Services - Ratification of Purchase Order Report (POs under \$5,000)**
- T. Business Services - Acceptance of Donations/Gifts**
- U. Business Services - Approval of Transfer of Funds - December 2024**
- V. Business Services - Ratification of Warrants - December 2024**
- W. Business Services - Approval of Addendum to the Certification of Signatures for 2024-2025**
- X. Business Services - Approval of Transportation Services Agreement with Intermex, Inc.**
- Y. Business Services - Maintenance & Operations Department - Approval of Contracts for 2024-2025**
- Z. Business Services - Approval of Amendment to Agreement with City of Thousand Oaks for 110 South Conejo School Road, Thousand Oaks, CA 91362**
- AA. Business Services - Approval of Quarterly Report on Williams Uniform Complaints**

## **5. INFORMATION/DISCUSSION ITEMS – GENERAL**

### **A. Business Services - MEASURE I: Mid-year Report by the Bond Oversight Committee - Mr. Drew Pletcher, Committee Chair**

Mr. Drew Pletcher, MEASURE I Committee Chair, provided the Measure I mid-year report, which included information on committee members, ballot language, Measure I background and overview, bond issuance schedule, bond expenditures, contingency allocation, projects in the planning phase, current projects, top 6 technology category purchases, Series A refinancing and taxpayer savings, and committee attendance issues. Mr. Pletcher responded to questions from Board members regarding bylaws relating to attendance issues, number of committee meetings scheduled per year, whether the committee is mandated by law, committee response to letter generated regarding attendance, lack of quorum during meetings, and next steps regarding attendance enforcement. Dr. McLaughlin directed staff to provide committee attendance information from the last two years, and stated that he will work with President Powell and another Board member to determine whether members with repeated attendance issues need to be removed from the committee based on the bylaws.

### **B. Instructional Services - Presentation: Elementary Co-Teaching**

Dr. Dena Sellers and Dr. Shane Craven, Aspen Elementary Principal, presented information on the elementary co-teaching program, which included the definition and rationale of co-teaching, effect on Least Restrictive Environment (LRE), program benefits, co-teaching models and descriptions, background and logistics of Aspen's co-teaching program, components for program development, and program outcomes to date. Dr. Sellers and Dr. Craven responded to questions from Board members regarding the timing and process for co-teaching team selection, expansion of program to other grades and campuses, cycle of model rotations, process for student selection for co-taught class placement and whether all students cycle through a co-taught class, and expectation of academic growth for co-taught students, and noted student success and learning outcomes.

### **C. Business Services - Discussion of Board Policy and Administrative Regulation 3100 – Budget**

Dr. Hayek provided background on the proposed amendments related to the appointment of a budget committee and the charge of such committee, and new laws regarding changes in the Local Control Funding Formula (LCFF) and the repeal of the requirement to public notification of the hearing date and location for inspection for the district's proposed budget in a newspaper of general circulation. Dr. Hayek clarified that Board direction was needed regarding language options related to a budget committee's composition and duties. The Board discussed the challenges of the proposed budget committee composition options when addressing major budget cuts, sensitive topics, and personnel issues. The Board reached a consensus on choosing option 1 in the Board Policy to clarify that a budget advisory committee will be appointed by the Superintendent. Dr. Hayek responded to a Board member's question regarding whether a discussion item needed to be placed on a future Board agenda related to budget scenarios.



**D. Business Services - Discussion of Board Policy and Administrative Regulation 3280 - Sale, Lease, Rental of District-Owned Real Property**

Dr. Hayek provided background on the proposed amendments related to district requirements to appoint a district advisory committee for the sale or lease of surplus property (7-11 Committee) and new definitions related to surplus property. Dr. Hayek responded to a Board member's request for clarification on distinctions of required actions related to surplus property versus exempt surplus property.

**E. Student Services - Discussion of Board Policy and Administrative Regulation 5113 - Absences and Excuses**

Dr. Egans provided background on the proposed amendments regarding excused absences related to work in the entertainment or allied industry, attendance at religious retreats, and for the purpose of attending funeral services or grieving the death of a student's immediate family or person determined by the family to be immediate family, and the requirement for teachers to provide identical or equivalent assignments and test when a student has an excused absence. There was no Board discussion on this agenda item.

**F. Student Services - Discussion of Board Policy and Administrative Regulation 5141.21 - Administering Medication and Monitoring Health Conditions**

Dr. Egans provided background on the proposed amendments regarding the district authorization to hire a licensed vocational nurse in lieu of a suitable credentialed nurse if an appropriate search was conducted, and new law related to requirements for those authorized to provide epinephrine auto-injections in emergency situations, storage of auto-injectors in accessible locations, and the authorization for districts to provide emergency stock albuterol inhalers to school nurses or trained personnel. Dr. Egans responded to questions from Board members regarding whether emergency inhalers are located at all sites, and whether training is provided to those authorized to administer medication in emergency situations.

**G. Human Resources - Discussion of Administrative Regulation 4112.5 - Criminal Record Check**

Mrs. Ashmore provided background on the proposed amendments related to clarifying language concerning pre-employment criminal record checks, subsequent arrest notifications, and the prohibition of districts requesting information from an applicant related to prior use of cannabis unless legally permitted to consider such information. Mrs. Ashmore referenced a recommended edit to remove specific language in the administrative regulation on page 2 to align with district practice, to which the Board discussed and reached a consensus to approve the recommended edit. Dr. McLaughlin directed staff to properly note that the recommended edit was Board approved and should not be added back in during future edits.

**H. Comments – Board of Education**

Board members provided comments.

**I. Comments – Superintendent**

Dr. McLaughlin provided comments.

**6. ADJOURNMENT**

**A. Future Board Topics / Activities**

Board members added the following topic to be discussed at a future Board meeting:

- District Infrastructure Needs

Dr. McLaughlin confirmed that he will provide information in the weekly Board Report regarding athletic event fees as discussed during this agenda item.

**B. Adjournment**

President Powell adjourned the Open Session at 9:02 p.m. The next regularly scheduled Board meeting will be Wednesday, February 5, 2025, 4:00 p.m. – Discussion Session; 5:00 p.m. - Closed Session; 6:00 p.m. - Open Session, at Conejo Valley High School in the CVUSD Board Room, 1402 E. Janss Road, Thousand Oaks.

February 5, 2025

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Date

*Bill Portback*

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Board Clerk

February 5, 2025

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Date

*Mad T M*

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Superintendent

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<https://www.conejousd.org/domain/122>