



**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**  
**Tuesday, August 16, 2022**

**MINUTES**

**1. CLOSED SESSION**

**A. Comments – Public**

President Sylvester announced that there were no public comment requests received, and the Board convened into Closed Session at 5:00 p.m. where the following items were discussed:

**B. Conference with Legal Counsel, Anticipated Litigation, Pursuant to Gov. Code § 54956.9(d)(2). Number of matters: 1. Carden Westlake Village, Inc.**

**C. Conference with Legal Counsel, Existing Litigation, Pursuant to Government Code §54956.9(d)(1), Case OAH 2022030461 and OAH 2022030819**

**D. Conference with Legal Counsel, Existing Litigation, Pursuant to Government Code §54956.9(d)(1), Case OAH 2022040350 and OAH 2022040427**

Closed Session ended at 5:30 p.m.

**2. OPEN SESSION**

**A. Call the Meeting to Order**

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

Board Members present: Board President Karen Sylvester, Board Vice President Lauren Gill, Board Clerk Rocky Capobianco, Board Trustees Cindy Goldberg and Bill Gorback, and Student Board Trustee Gabby Lopez.

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

## **B. Pledge of Allegiance**

Following the Pledge of Allegiance, President Sylvester asked for a Moment of Silence in honor of Carmen Ramirez, Ventura County Supervisor, who passed away on August 12, 2022.

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

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

**B. Conference with Legal Counsel, Anticipated Litigation, Pursuant to Gov. Code § 54956.9(d)(2). Number of matters: 1. Carden Westlake Village, Inc.**

**C. Conference with Legal Counsel, Existing Litigation, Pursuant to Government Code §54956.9(d)(1), Case OAH 2022030461 and OAH 2022030819**

Trustee Goldberg made the motion to approve the Settlement Agreement for Case OAH 2022030461 and Case OAH 2022030819, 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 2022040350 and OAH 2022040427**

Trustee Goldberg made the motion to approve the Settlement Agreement for Case OAH 2022040350 and Case OAH 2022040427, seconded by Trustee Capobianco. **Motion carried: 5-0.**

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

Trustee Goldberg made the motion to approve the agenda as amended, pulling agenda items 4I and 4T for a separate vote, seconded by Trustee Capobianco. **Motion carried: 5-0, with a preferential "yes" vote from Student Trustee Lopez.**

## **E. Comments - Public**

President Sylvester announced that there were twenty-one (21) public comment requests submitted (13 via telephone; 8 in person), and each speaker received two (2) minutes to speak. One speaker was unable to be reached by telephone after several attempts.

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

Board members provided comments and welcomed the new Student Board Trustee and administrators to the CVUSD team.

## **G. Comments – Superintendent**

Dr. McLaughlin provided comments and welcomed the new Student Board Trustee and administrators to the CVUSD team.

### **3. ACTION ITEMS – GENERAL**

#### **A. Student Services - Adoption of Resolution #22/23-03 for National Hispanic Heritage Month**

Trustee Gorback made the motion to approve, seconded by Trustee Goldberg. President Sylvester announced that there was one (1) public speaker card submitted, and that speaker received three (3) minutes to speak. There was no Board discussion on this agenda item. **Motion carried: 5-0, with a preferential "yes" vote from Student Trustee Lopez.**

#### **B. Business Services - Approval of 2021-2022 Unaudited Actual Financial Report**

Trustee Goldberg made the motion to approve, seconded by Trustee Gorback. Dr. Hayek presented information on the 2021-2022 Unaudited Actual Financial Report, including budget cycle and reporting, revenue sources and expense categories, unrestricted and restricted revenue and expenses, end of year fund balances, historical performance, and balances for other District funds. Dr. Hayek responded to a Board member's question regarding his thoughts on the outcome of the report. **Motion carried: 5-0, with a preferential "yes" vote from Student Trustee Lopez.**

#### **C. Human Resources - Notice of Public Hearing to Approve the Submission of the Disclosure of Collective Bargaining Agreement (AB 1200) for 2022-2023**

President Sylvester opened the Public Hearing at 7:36 p.m. After announcing that there were no public comment requests submitted, President Sylvester closed the Public Hearing at 7:36 p.m. There was no Board discussion this agenda item.

#### **D. Human Resources - Approval of Tentative Agreement Between the Conejo Valley Unified School District and California School Employees Association and its Conejo Chapter 620 (CSEA)**

Trustee Gorback made the motion to approve, seconded by Trustee Goldberg. President Sylvester reminded the Board that Trustee Lopez would not be voting on this agenda item as it pertained to personnel matters. There was no Board discussion on this agenda item. **Motion carried: 5-0.**

### **4. ACTION ITEMS – CONSENT**

President Sylvester stated that the Board would start the approval of the Consent Agenda by first addressing the following pulled agenda items:

#### **I. Instructional Services - Approval of New Contract for Off Broadway Kids LLC**

Trustee Capobianco made the motion to approve, seconded by Trustee Gorback. Trustee Goldberg recused herself from the discussion and vote on this agenda item as it pertained to her former employer. There was no Board discussion on this agenda item. **Motion carried: 4-0, with a recusal from Trustee Goldberg and a preferential "yes" vote from Student Trustee Lopez.**

**T. Instructional Services - Approval of the Amended 2022-2023 Local Control Accountability Plan (LCAP)**

Trustee Goldberg made the motion to approve, seconded by Trustee Capobianco. Mr. Loo responded to a Board member's request to clarify the minor changes that the Ventura County of Education requested by made after their review. There was no further Board discussion.

**Motion carried: 5-0, with a preferential "yes" vote from Student Trustee Lopez.**

**REMAINDER OF CONSENT AGENDA ITEMS:**

**A. Board of Education - Approval of Minutes**

**B. Board of Education - Approval of Amendment to Exhibit A - Designated Positions and Filing Officers of Board Bylaw 9270 - Conflict of Interest**

**C. Human Resources - Personnel Assignment Orders**

**D. Human Resources - Approval of Contract Amendment to the Group Variable Annuity Contract**

**E. Human Resources - Approval of Agreements Between the Conejo Valley Unified School District and California State University, Northridge – General Education Intern Programs**

**F. Human Resources - Approval of Agreement Between the Conejo Valley Unified School District and California Lutheran University – School Counseling Internship**

**G. Instructional Services - Annual Review of Quarter 4 Williams Report by the Ventura County Office of Education**

**H. Instructional Services - Approval of Contracts Under \$5,000**

**J. Instructional Services - Overnight Trip Request - TOH Journalism Club**

**K. Instructional Services - Approval of Contract Amendment - Music, Memories, and More - TOH and NPH**

**L. Instructional Services - Approval of New Contract for Leader in Me by Franklin Covey**

**M. Instructional Services - Approval of Renewal Site Reservation Agreement - Pali Institute - EARTHs Magnet School**

**N. Instructional Services - Approval to Obsolete and Recycle Previous High School Textbooks and Materials (Grades 9-12)**

**O. Instructional Services - Approval of New Contract - The Vineyards – TOH**

**P. Instructional Services - Approval of New Contract - NoRedInk - TOH**

**Q. Instructional Services - Approval of Renewal Contract - Committee for Children**

**R. Instructional Services - Approval of Renewal Contract - Mindful Strategies, Inc.**

**S. Instructional Services - Approval of Contract Renewal - Edmentum (Apex Learning) – HS**

**U. Instructional Services - Approval of Renewal Contract - Boys & Girls Clubs of Greater Conejo Valley**

**V. Student Services - Approval of SELPA Master Contract with Sunbelt Staffing, LLC**

**W. Student Services - Approval of SELPA Master Contract with Soliant Health**

**X. Student Services - Approval of SELPA Master Contract with 3 Chords, Inc. DBA: Therapy Travelers & Therapy Travelers, LLC.**

**Y. Student Services - Approval of SELPA Master Contract with The Stepping Stones Group, LLC.**

**Z. Student Services - Approval of SELPA Master Contract with APA Speech Therapy, Inc.**

- AA. Business Services - Ratification of Workers' Compensation Claims (under \$50,000)**
- BB. Business Services - Ratification of Warrants - June and July 2022**
- CC. Business Services - Acceptance of Donations/Gifts**
- DD. Business Services - Approval of Transfer of Funds - June and July 2022**
- EE. Business Services - Approval of Quarterly Report on Williams Uniform Complaints**
- FF. Business Services - Approval of Application to Receive Mandate Block Grant Funding for Fiscal Year 2022-2023**
- GG. Business Services - Approval of Petty Cash Funds and Responsible Administrator for 2022-2023**
- HH. Business Services - Approval of Addendum to the Certification of Signatures for 2022-2023**
- II. Business Services - Approval of Amendment No. 3 to the Carrier Agreement for Pupil Transportation Services (Home-To-School Transport) with American Transportation Systems**
- JJ. Business Services - Ratification of Memorandum of Understanding with the City of Thousand Oaks for Vehicle Fuel Purchase**
- KK. Business Services - Approval of Amendment No. 1 to the Transportation Services Agreement with Ventura Transit System, Inc.**
- LL. Business Services - Approval of Resolution #22/23-07: Establishing the Gann Appropriations Limit 2022-2023**
- MM. Business Services - Disposal of Surplus and Obsolete Equipment**
- NN. Business Services - Approval of Purchase Order Report (POs exceeding \$5,000)**
- OO. Business Services - Ratification of Purchase Order Report (POs under \$5,000)**
- PP. Business Services - MEASURE I - Change Order 1: Abatement – Conejo Elementary School – VenTerra Environmental, Inc.**
- QQ. Business Services - MEASURE I - Change Order 1: Masonry Seat Wall, V-Ditch and Landscaping – Lang Ranch Elementary School – Civic Construction Associates**
- RR. Business Services - MEASURE I - Change Order 1: Abatement – Sequoia Middle School – VenTerra Environmental, Inc.**
- SS. Business Services - Change Order 1: HVAC – Sequoia Middle School – Brannon Inc. DBA Smith MEP**
- TT. Business Services - Notices of Completion**
- UU. Business Services - Approval of Renewal Agreement for Firewall Support with Digital Scepter**
- VV. Business Services - Accept the GASB 75 Actuarial Valuation**
- WW. Business Services - Approval of Contract Renewal for Privacy Services with California IT in Education**
- XX. Business Services - Ratification of the Agreement with Bay Actuarial Consultants for the Workers' Compensation Fund Actuarial Study**
- YY. Business Services - Ratification of New Contract with Softchoice for Microsoft Unified Enterprise Support**

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

### **A. Instructional Services - Approval of Amendments to Board Policy and Administrative Regulation 6158 - Independent Study**

Mr. Loo provided background on the amendments to the Board Policy and Administration Regulation due to changes to AB 181 and California Education Code, which included minor changes from the previous year and additional language on timelines and IEPs. Mr. Loo clarified that the amended language did not come from the Gamut model, as CSBA had not yet published their revisions to this Board Policy and Administrative Regulation. Mr. Loo answered questions from Board members regarding clarifications on existing verbiage related to eligibility for Independent Study, signature timeframes, physical and non-physical reasons that students may request Independent Study, and the District's Home and Hospital instruction program. The Board reached consensus to add a reference to Administrative Regulation 6183 - Home and Hospital Instruction, to the existing Administrative Regulation on Page 2 under Item 5.

### **B. Business Services - Approval of New Board Policy 1330.1 - Joint Use Agreements**

Dr. Hayek clarified that this new Board Policy recognizes the initiative to enter into joint use agreements with public or private entities for shared use of District or community facilities and the process for developing such agreements, including necessary components. There was no Board discussion on this agenda item.

### **C. Business Services - Approval of Amendment to Board Policy 3110 - Transfer of Funds**

Dr. Hayek clarified that this amendment related to an update required by a change in the California Education Code and consisted of minor verbiage changes. There was no Board discussion on this agenda item.

### **D. Business Services - Approval of Amendment to Administrative Regulation 3517 and Addition of New Exhibit 3517 - Facilities Inspection**

Dr. Hayek clarified that this amendment was in response to an update required by AB 367 and included verbiage changes on Page 2, Item 13. He stated that the new exhibit consists of a requirement notice that the District will post in each restroom on each campus and notes the individual responsible for maintaining feminine product supplies. Dr. Hayek responded to questions from Board members regarding feminine products being offered in all bathrooms, including gender neutral bathrooms, and whether there are any provisions at the elementary school sites. Dr. Hayek agreed to follow up on having provisions available at the elementary school sites, possibly in the school or nurse's office.

### **E. Business Services - Approval of New Board Policy and Administrative Regulation 3523 - Electronic Signatures**

Dr. Hayek clarified that this new Board Policy and Administrative Regulation would allow the District to use and accept electronics signatures with internal and external vendors. Dr. Hayek responded to questions from Board members regarding protections in place for privacy and whether data encryption will be used.

**F. Business Services - Approval of Amendments to Board Policy and Administrative Regulation 3550 - Food Service/Child Nutrition Program**

Dr. Hayek clarified that the amendments presented in Agenda Items 5F, 5G, and 5H revolve around the same updates to law related to providing free breakfast and lunch to all students. Trustee Goldberg requested a verbiage correction on Board Policy 3553 on page 4, Item 3, first paragraph, to change "in ensuring" to "to ensure," to which the Board reached consensus to change. Dr. Hayek responded to questions from Board members regarding necessity of form completion for students moving to states that may not be funding meals, current federal and state meal reimbursements, the importance of all families completing the Free/Reduced Meal Form, and criteria used to determine eligibility for Free/Reduced Meals and Transportation. Dr. Hayek also stated that the Child Nutrition Department will be reaching out to SDAC this year for feedback on the lunch program and taste testing opportunities.

**G. Business Services - Approval of Amendments to Board Policy and Administrative Regulation 3551 - Food Service Operations/Cafeteria Fund**

The Board discussion on this agenda item occurred while the Board was discussing Agenda Item 5F.

**H. Business Services - Approval of Amendments to Board Policy and Administrative Regulation 3553 - Free and Reduced Price Meals**

The Board discussion on this agenda item occurred while the Board was discussing Agenda Item 5F.

**6. ADJOURNMENT**

**A. Future Board Topics / Activities**

Board members added the following topics for discussion at a future Board meeting:

- Expansion of DELAC to include the Latinx community (Dr. McLaughlin will meet with Dr. Egans and Dr. Araiza regarding the possibility of expansion and report back to the Board through a Board report or conversation) - requested by Trustee Gorback
- Feedback on the new bell schedules from students, parents and teachers, and report on the number of students taking a 7:30 am class (could be provided through a Board Report) - requested by Trustee Sylvester

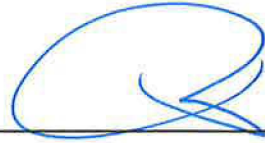
**B. Adjournment**

President Sylvester adjourned the Open Session at 8:16 p.m. The next scheduled Board meeting will be Tuesday, September 20, 2022, 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.

September 20, 2022

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Date



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Clerk

September 20, 2022

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Date



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Superintendent

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<https://conejousd.org/Board-of-Education/Board-Meeting-Videos-Watch-Live>