



**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, November 20, 2024**

**MINUTES**

**1. CLOSED SESSION**

**A. Comments – Public**

President Goldberg announced that there were no public comment requests submitted, and the Board convened into Closed Session at 5:30 p.m. where the following item was discussed:

**B. Conference with Legal Counsel, Existing Litigation, Pursuant to Government Code §54956.9(d)(1). Number of Matters: 1. Conejo Valley Unified School District – GHC0052783**

Closed Session ended at 5:50 p.m.

**2. OPEN SESSION**

**A. Call the Meeting to Order**

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

Board Members present: Board President Cindy Goldberg, Board Vice President Lisa Powell, Board Clerk Bill Gorback, Board Trustees Lauren Gill and Karen Sylvester, 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**

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

President Goldberg 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). Number of Matters: 1. Conejo Valley Unified School District – GHC0052783**

No Board action was taken on this agenda item.

**D. Approval of the Agenda**

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

**E. Student Recognition – Ventura County Student Logo Design Competition**

The Board of Education and District staff recognized Thousand Oaks High School student Layla for winning the Ventura County Student Logo Design Competition for the 2025 Science Fair category.

**F. Reports from Student Reporters**

- Century Academy: Anya Rammohan (not present)
- Conejo Valley High School: Jocelyn "J.J" Jimenez
- Newbury Park High School: Aleesa Iqbal reported on behalf of Shea Grohs
- Thousand Oaks High School: Ella Neale
- Westlake High School: Brandon Osborn

Students reported on: Latino Connection’s Quinceañera Fashion Show and Dance, spirit weeks and activities, blood drives and food drives, 3 on 3 Alternative Education Basketball Tournament, Thanksgiving feasts and activities, Conejo Valley High Model Continuation School visit, athletic competitions and accomplishments, visual/performing arts performances, Unified Sports Bocce Tournament, gratitude week activities, Annual Breast Cancer Awareness Spirit Day, Homecoming rallies and games, and Inclusive Schools Week activities.

**G. Comments – Public**

President Goldberg announced that no public comment requests were submitted.

**3. ACTION ITEMS – GENERAL**

**A. Student Services – Adoption of Annual Resolution #24/25-18: Inclusive Schools Week**

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

**B. Business Services – Approval of Resolution #24/25-17: Authorizing the Formation of and Selection of the Membership of a Surplus Property Advisory Committee (7-11 Committee)**

Trustee Gill made the motion to approve, seconded by Trustee Sylvester. Dr. Hayek provided background on the requirement for the District to form a 7-11 Committee to make a recommendation to the Board regarding the use, lease, sale, or other action of District surplus property. Dr. Hayek responded to a Board member’s question regarding the timeframe of the 7-11 Committee’s recommendation to the Board. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Light.**

**C. Human Resources – Approval of Resolution #24/25-16 – Ordering of Seniority of Certificated Employees Who First Rendered Paid Service on the Same Day**

Trustee Sylvester made the motion to approve, seconded by Trustee Powell. Dr. McLaughlin clarified that this resolution was created back in 2009 when major layoffs were taking place. There was no Board discussion on this agenda item. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Light.**

**D. Instructional Services – Approval of New High School Pilot Course for the 2024-2025 School Year**

Trustee Powell made the motion to approve, seconded by Trustee Gorback. Mr. Loo provided background on the course pilot approval process and confirmed that Conejo Valley High School will be piloting this course. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Light.**

**4. ACTION ITEMS – CONSENT**

Trustee Gorback made the motion to approve the Consent Agenda as submitted, 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.**

**CONSENT AGENDA ITEMS:**

- A. Board of Education - Approval of Minutes**
- B. Human Resources - Personnel Assignment Orders**
- C. Human Resources - Receipt of the 2024-2025 Proposal for Successor Collective Bargaining Negotiations Submitted by the Conejo Valley Pupil Personnel Association and the Conejo Valley Unified School District**
- D. Instructional Services - Approval of Contracts Under \$5,000**
- E. Instructional Services - Approval of Renewal Contract with Island Packers Cruises - EARTHs Magnet School**
- F. Instructional Services - Approval of New Agreement - Alycia Anderson – Sequoia**
- G. Instructional Services - Approval of New Contract with Skillify LLC - Newbury Park High School**
- H. Instructional Services - Approval of Renewal Contract with Skillify LLC - Thousand Oaks High School**
- I. Instructional Services - Approval of Renewal Contract with the Ronald Reagan Presidential Foundation for Westlake High School**
- J. Instructional Services - Approval of Renewal Contract with The Habit Restaurants - Westlake High School**
- K. Student Services - Approval of New Contract with Ro Health, LLC**
- L. Business Services - Maintenance & Operations Department - Approval of Ad Hoc Maintenance Agreement for 2024-2025**
- M. Business Services - Change Order 2 – Modernization – Science Lab – Acoustical Wall Panels – Wenger Corporation**

- N. Business Services – MEASURE I and Other Sources - Notices of Completion**
- O. Business Services - Ratification of Workers' Compensation Claims (under \$50,000)**
- P. Business Services - Disposal of Surplus and Obsolete Equipment**
- Q. Business Services - Approval of Purchase Order Report (POs exceeding \$5,000)**
- R. Business Services - Ratification of Purchase Order Report (POs under \$5,000)**
- S. Business Services - Acceptance of Donations/Gifts**
- T. Business Services - Approval of Transfer of Funds - October 2024**
- U. Business Services - Ratification of Warrants - October 2024**
- V. Business Services - Authorize the Deputy Superintendent to Establish Banking Services and Terms with Mechanics Bank**

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

### **A. Instructional Services – Presentation: Parent Outreach Program**

Ana Alvarez, Parent Outreach Program Specialist, presented information on the district’s Elementary Parent Outreach Program, which included the program’s vision, mission, and goals; implementation strategies, Back to School supports, parent resource rooms, programs for students, parents and adult family members; English as a Second Language (ESL) and Spanish Literacy classes, tutoring programs, English Learner Advisory Council meetings, parent workshops, Cafecitos and Tertulias, annual conference highlights, family learning nights, Bilingual Family Literacy Program, Hispanic Heritage Month and Multicultural Night celebrations, community resources and partners, feedback survey results, and fundraising and outreach efforts. Board members commented on the importance and impact of this program.

### **B. Instructional Services – Presentation: Update on Artificial Intelligence (AI)**

Dr. Jayna Suter, Assistant Director of Educational Technology and Student Performance, and Mrs. Tiffany Garcia, Technology Integration TOSA, presented an update on Artificial Intelligence (AI) in education, which included information on why AI is used in education, leveraging AI to enhance learning, the benefits and risks of AI, framework for AI integration, actions taken to date, considerations of AI tools for teacher and student use, and professional learning opportunities. Dr. Suter and Mrs. Garcia responded to questions from Board members regarding the mechanisms in place for monitoring district needs and teacher and student use and feedback, vision for AI framework, and the Technology Committee’s involvement in building AI capacity.

### **C. Instructional Services – Approval of New Middle School Core Literature Title – Wildoak**

Mr. Loo provided background on the secondary core literature approval process in accordance with Board Policy and Administrative Regulation 6161.1. He stated that he and Mr. Frank will be hosting two virtual preview events for parents to review the title and confirmed that copies of Wildoak are available for check out at the Newbury Park and Thousand Oaks Libraries, at each middle school office, and at the District Educational Center.

#### **D. Instructional Services – Discussion of Board Policy and Exhibit 6163.4 – Student Use of Technology**

Mr. Loo stated that the Board Policy updates align with Gamut language and address the use of technology by students and references the use of Artificial Intelligence (AI). The district is proposing to change the current Administration Regulation to an Exhibit, as it serves as the Student Acceptable Use agreement. The Board reached consensus to adjust language to affirmatively reflect academic dishonesty on the Board Policy, and to add language into the Exhibit that includes resources for students related to AI once those resources are established.

#### **E. Human Resources – Discussion of Board Policy 4040 – Employee Use of Technology**

Mrs. Ashmore stated that the Board Policy updates align with Gamut language related to providing employees with guidance and professional development in the appropriate use of AI and technology resources, processes for approval of AI apps and web filters on employee devices, and prohibiting the sharing of information with third parties. Mrs. Ashmore responded to a Board member's question regarding the intent of language deleted by Gamut related to the expectation that employees will utilize technology at work. Dr. McLaughlin clarified that staff is open to discussing any language adjustments or deletions from Gamut within Board Policies and Administrative Regulations that the Board feels is necessary to keep.

#### **F. Business Services – Child Care Program Rates for the 2025-2026, 2026-2027, and 2027-2028 School Years**

Dr. Hayek provided background on the proposed child care program rate increases and responded to questions from Board members regarding the purpose and percentage of the proposed rate increases, cost and service structure consistency within the district's child care programs, and staffing challenges based on staffing ratios and compensation. Dr. Hayek clarified that the proposed rate increases will come back on the next agenda for Board approval.

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

Board members provided comments.

#### **H. Comments – Superintendent**

Dr. McLaughlin provided comments.

### **6. ADJOURNMENT**

#### **A. Future Board Topics / Activities**

Trustee Light inquired about when the charge for the LCAP/Budget Committee would be readdressed by the Board, to which Dr. McLaughlin responded that further information regarding the state budget and educational initiatives and priorities is needed prior to addressing that topic. Board members did not add any additional topics for discussion at future Board meetings.

**B. Adjournment**

President Goldberg adjourned the Open Session at 8:42 p.m. The next regularly scheduled Board meeting will be Wednesday, December 18, 2024, 5:00 p.m. - Swearing-in Ceremony for Newly Elected Board Members; 5:30 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.

December 18, 2024

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Date

Board Clerk

December 18, 2024

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Date

Superintendent

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