



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, December 18, 2024

MINUTES

1. NEW BOARD MEMBER PROCEDURAL EVENTS

A. Swearing-in Ceremony for Newly Elected Board Members

Dr. McLaughlin administered the Oath of Office to returning Board Trustees Lauren Gill and Karen Sylvester.

2. 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), Case OAH 2024080843

Closed Session ended at 5:52 p.m.

3. 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

President Goldberg asked for a Moment of Silence following the Pledge of Allegiance in honor of the passing of a child from the Newbury Park community on Thursday, December 5, 2024.

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), Case OAH 2024080843

Trustee Gorback made the motion to approve the Settlement Agreement for Case OAH 2024080843, seconded by Trustee Powell. **Motion carried: 5-0.**

D. Approval of the Agenda

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

E. Student Recognitions

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

Girls Tennis: CIF Southern Section Champions and Marmonte League Co-Champions

Boys Water Polo: CIF Southern Section Champions

F. Employee Recognitions – CVUSD Inclusion Heroes

The Board of Education and District staff recognized eight (8) CVUSD employees that were selected as this year’s CVUSD Inclusion Heroes and presented them with honorary certificates.

G. Reports from Student Reporters

Century Academy: Abigail Vey

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

Newbury Park High School: Shea Grohs (not present)

Thousand Oaks High School: Kinley Moorhead subbed for Ella Neale

Westlake High School: Brandon Osborn (not present)

Students reported on: finals and end of semester activities, college application workshops, ASG events, winter spirit rallies, field trips, assemblies, community talent show, family weekly workshops, annual Thanksgiving feasts and food drives, CVHS Model Continuation School visit, school promotional videos, outdoor school program student interviews, community service opportunities and clothing donation drives, staff spotlight awards, performing arts events, fall sports achievements, and Future Lancer Night.

H. Reorganization of the Board of Education

President Goldberg turned the Board meeting over to Dr. McLaughlin, and Dr. McLaughlin explained the Board reorganization process, stated that the Board had the ability to choose Board representatives for various committees or postpone that decision for a later Board meeting, and opened the floor for nominations for Board President.

Trustee Sylvester nominated Trustee Powell for Board President, and Trustee Powell accepted the nomination. Dr. McLaughlin asked if there were any other nominations for Board President or any comments or discussion, which there were none. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Light.**

6. INFORMATION/DISCUSSION ITEMS – GENERAL

A. Business Services – Final Report of Bond Sale – Measure I Refinance – Series A Bonds

Dr. Hayek introduced Jin Kim from Piper Sandler, who reported on the outcome of the final bond sale, which included information on the District's upgraded credit rating, highlights from the Moody's and Standard and Poor's reports, an overview of the refinancing payment schedule and savings, sources and uses of the funds received, an issuance of the cost breakdown, and disclosures. There was no Board discussion on this agenda item.

B. Student Services – Presentation: Supports for Foster Youth and Students Experiencing Homelessness

President Powell stated that there was one (1) public comment request submitted, and that speaker received three (3) minutes to speak. Christina Harrison and Amber Bowman presented information on identifying and supporting special student populations, which included definitions, criteria, and number of students experiencing homeless, Foster Youth, McKinney-Vento, and migrant youth; the identification process, challenges faced by special student populations, the district's role in providing support, legal rights and protections, outreach and ongoing communication, Conejo Closet, support from community partners, and additional support programs and services. Ms. Harrison and Ms. Bowman responded to questions from Board members regarding the closing of the group home through the Ventura County Probation Department, additional department needs, future plans, and changes to programs being offered.

C. Instructional Services – Presentation: WeTip Reporting

Mr. Loo and Gary Bradbury presented information on WeTip reporting, which included an overview of the WeTip program, reporting categories, reporting data and trends, Workplace Violence Prevention Plan Senate Bill, process for reporting, investigating, and resolving incidents of workplace violence; and data and trends for workplace violence reports. There was no Board discussion on this agenda item.

D. Instructional Services – Approval of New Middle School Core Literature Title – Wildoak (Second Time as Information Item)

Mr. Loo provided background on the core literature approval process and stated that this title will move forward for Board approval at the meeting on January 15, 2025. There was no Board discussion on this agenda item.

E. Human Resources – Discussion of Administrative Regulation 4157.1 – Work-Related Injuries

Mrs. Ashmore stated that this Administrative Regulation is new to CVUSD and relates to the establishment of the Workers' Compensation program, notification requirements for new and existing employees, and the process and protocols to report work-related injuries. Mrs. Ashmore responded to a Board member's question regarding whether the content in this administrative regulation was added as an identified gap in our current protocols.

- K. Instructional Services - Approval of Overnight Trip Request - Emerald Cove Outdoor Science Institute, Inc. - EARTHs Magnet School**
- L. Instructional Services - Approval of Amendment to the Contract with Conejo Recreation and Park District (CRPD)**
- M. Instructional Services - Approval of Contract Amendment - EdFiles – DEC**
- N. Instructional Services - Approval of Contracts Under \$5,000**
- O. Instructional Services - Approval of Amendments to Board Policy and Exhibit 6163.4 - Student Use of Technology**
- P. Instructional Services - Parent Support/Booster Organization Reauthorization**
- Q. Instructional Services - Approval of New Contract - Copyleaks Technologies Ltd. (DBA Copyleaks) – DEC**
- R. Instructional Services - Approval of Award of Contract for Expanded Learning Opportunities Program (ELOP)**
- S. Student Services - Approval of Contracts for Residential Treatment Center Placement**
- T. Student Services - Approval of Contracts Under \$5,000**
- U. Business Services - Notices of Completion**
- V. Business Services - Ratification of Workers' Compensation Claims (under \$50,000)**
- W. Business Services - Disposal of Surplus and Obsolete Equipment**
- X. Business Services - Approval of Purchase Order Report (POs exceeding \$5,000)**
- Y. Business Services - Ratification of Purchase Order Report (POs under \$5,000)**
- Z. Business Services - Acceptance of Donations/Gifts**
- AA. Business Services - Approval of Transfer of Funds - November 2024**
- BB. Business Services - Ratification of Warrants - November 2024**
- CC. Business Services - Approval of Addendum to the Certification of Signatures for 2024-2025**
- DD. Business Services - Approval of Amendments to Agreements with Conejo Recreation and Park District for the Pools at Newbury Park and Thousand Oaks High Schools**
- EE. Business Services - Approval of Child Care Program Rates for the 2025-2026, 2026-2027, and 2027-2028 School Years**
- FF. Business Services - Approval of Child Care Contracts**
- GG. Business Services - Approval of Amendment No. 3 to the Agreement with Arakelian Enterprises, Inc. (dba Athens Services)**
- HH. Business Services – Ratification of Professional Services Agreement for Recruitment Services with McPherson & Jacobson, L.L.C.**
- II. Business Services - Approval of Award of Contract for Intranet Services**
- JJ. Business Services - Approval of Award of Contract for Intranet Services at City Center**
- KK. Business Services - Approval of 2025 Memorandum of Understanding with Conejo Schools Foundation**

balances. Dr. Hayek responded to questions from Board members regarding the use of Health and Welfare and reserve funds in lieu of budget cuts, refraining from budget cuts until next year (if cuts are necessary), and the determination of an ideal balance for the Health and Welfare fund. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Light.**

D. Business Services – 2023-2024 Annual Comprehensive Financial Report (Audit) – All Funds Including Measure I

Trustee Goldberg made the motion to approve, seconded by Trustee Sylvester. Dr. Hayek provided background on the financial audit process and responded to questions from Board members regarding whether the Measure I Committee reviewed the audit prior to Board approval, followed by a discussion on options to encourage member attendance at Measure I Committee meetings. The Board reached a consensus to direct District staff to generate a letter to committee members reminding them of the importance of attending committee meetings and providing a quorum. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Light.**

5. ACTION ITEMS – CONSENT

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

CONSENT AGENDA ITEMS:

- A. Board of Education - Approval of Minutes**
- B. Board of Education - Review of 2023-2024 Annual Williams Settlement Report**
- C. Human Resources - Personnel Assignment Orders**
- D. Human Resources - Ratification of Changes to Future School Year Calendar: 2025-2026**
- E. Human Resources - Approval of Amendments to Board Policy 4040 - Employee Use of Technology**
- F. Human Resources - Approval of Undergraduate Student Teaching Program Agreement Between the Conejo Valley Unified School District and California Lutheran University**
- G. Human Resources - Approval of School Counseling Practicum Agreement Between the Conejo Valley Unified School District and Point Loma Nazarene University**
- H. Human Resources - Receipt of the 2024-2025 Initial Proposal for Successor Collective Bargaining Negotiations Submitted by the Conejo Valley Unified School District and the California School Employees Association (CSEA), Conejo Chapter #620**
- I. Instructional Services - Approval of New Agreement with Ventura County Arts Council - Ladera STARS Academy**
- J. Instructional Services - Approval of Renewal Contract - Emerald Cove Outdoor Science Institute (ECOS) - EARTHs Magnet School**

President Powell continued the reorganization process by opening up the floor for nominations for Board Vice President. Trustee Goldberg nominated Trustee Sylvester for Board Vice President, and Trustee Sylvester accepted the nomination. President Powell asked if there were any other nominations or discussion, which there were none. **Motion carried 5-0, with a preferential “yes” vote from Trustee Light.**

President Powell opened up the floor for nominations for Board Clerk. Trustee Goldberg nominated Trustee Gorback for Board Clerk, and Trustee Gorback accepted the nomination. President Powell asked if there were any other nominations or discussion, which there were none. **Motion carried 5-0, with a preferential “yes” vote from Trustee Light.**

President Powell opened up the floor for nominations for the Ventura County Committee on School District Organization. Trustee Gorback nominated Trustee Gill, and Trustee Gill accepted the nomination. President Powell asked if there were any other nominations or discussion, which there were none. **Motion carried 5-0, with a preferential “yes” vote from Trustee Light.**

President Powell requested that Board members email her directly with their interest in participating on Board Committees and stated that this item will be voted on by the Board at their regular meeting on January 15, 2025.

I. Comments – Public

President Powell announced that there was one (1) public comment request submitted, and that speaker received three (3) minutes to speak.

4. ACTION ITEMS – GENERAL

A. Student Services – Adoption of Annual Resolution #24/25-19: International Holocaust Remembrance Day

Trustee Goldberg 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.**

B. Board of Education – Approval of Scheduled Regular Board Meeting Dates for the Remainder of the 2024-2025 School Year and a Portion of the 2025-2026 School Year

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.**

C. Business Services – Approval of 2024-2025 First Interim Financial Statements

Trustee Sylvester made the motion to approve, seconded by Trustee Goldberg. Dr. Hayek presented information on the 2024-2025 First Interim Financial Statements, which included the Education Code definition for certifications, budget cycle and reporting, updated state budget information, 2024-25 First Interim estimated revenue, expenses, and projected ending fund balance; factors and assumptions for multi-year projections, and a breakdown of other fund

F. Comments - Board of Education

Board members provided comments.

G. Comments – Superintendent

Dr. McLaughlin provided comments.

7. ADJOURNMENT

A. Future Board Topics / Activities

Board members added the following topics to be discussed at future Board meetings:

- Update on Mastery Grading

B. Adjournment

President Powell adjourned the Open Session at 9:12 p.m. The next regularly scheduled Board meeting will be Wednesday, January 15, 2025, 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.

January 15, 2025



Date

Board Clerk

January 15, 2025



Date

Superintendent

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