

CONEJO VALLEY UNIFIED SCHOOL DISTRICT

**REGULAR MEETING OF THE
EDUCATIONAL TELEVISION FOR THE CONEJO
(ETC)**

BOARD OF DIRECTORS

TUESDAY, MARCH 29, 2022

12:00 P.M. OPEN SESSION

AGENDA

LOCATION

**Conejo Valley Unified School District
District Operational Center
750 Mitchell Road
Newbury Park, CA 91320**

**Public advisory: The location of the Educational Television for the
Conejo Board of Directors meeting is closed to the public.**

Join Zoom meeting via Video

<https://conejousd-org.zoom.us/j/85184329210>

BOARD OF DIRECTORS

**Sue Wells, President (2024)
Denise Reader, Secretary (2023)
Victor Hayek, Ed.D., Treasurer (2022)
Richard Blake, Director (2023)
Derrick Grimes, Director (2024)**

EXECUTIVE DIRECTOR

Terry McCallum

HELPFUL INFORMATION

PURSUANT TO THE EXECUTIVE ORDER, AND IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA), IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THE EDUCATIONAL TELEVISION FOR THE CONEJO BOARD OF DIRECTORS MEETING, PLEASE CONTACT THE DISTRICT AT 805-498-4557, EXTENSION 7501 WITHIN 48 HOURS OF THE MEETING.

The Educational Television for the Conejo Board of Directors regular meeting will be teleconference meeting where one or more members of the Board will be attending the meeting via teleconference/video conference.

If you wish to register your opinion on a topic but not speak, you may submit your written comment via email to mneff@conejousd.org (please indicate the agenda number in the subject line). To give the Board of Directors adequate time to review your comments, please submit your comments prior to 9:00 a.m. on the day of the meeting (March 29, 2022). Members of the Board of Directors will review these written comments prior to the meeting.

If you wish to address the Educational Television for the Conejo Board of Directors, members of the public can address the Board of Directors via Zoom. If you would like to speak on an agenda item, please submit your request to speak via email to mneff@conejousd.org (please indicate the agenda number in the subject line) or by calling Business Services' office at (805) 498-4557, extension 7501, by no later than 3:00 p.m. the day before the meeting (March 28, 2022). When participating via teleconference, please remember that you are participating in an official meeting of the Educational Television for the Conejo Board of Directors. Disruptive individuals will be disconnected. Members of the public will be required to provide their name and be logged in to Zoom to address the Board of Directors when the item is being discussed during the meeting. Please be advised that communications directed to the Board of Directors are public records and are subject to disclosure pursuant to the California Public Records Act and Brown Act unless exempt from disclosure under the applicable law. Communications will NOT be edited for redactions; will be printed/posted as submitted. Pursuant to the Brown Act, the Board of Directors cannot enter into a formal discussion, nor can a decision be made in regard to public comments. The Board of Directors 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 via Zoom will be limited to three minutes. On those occasions where there is an unusually large number of requests to speak, the Board of Directors President 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.

REGULARLY SCHEDULED COMMITTEE MEETINGS 2021/2022

November 30, 2021

January 19, 2022

May 4, 2022

AGENDAS ARE POSTED AT THE FOLLOWING LOCATIONS

CVUSD District Educational Center, 1400 E. Janss Road, Thousand Oaks, CA

This serves as the main posting location pursuant to the Brown Act, Government Code §54954.2(a)

Additional Locations

Newbury Park High School, 456 Reino Road, Newbury Park, CA

Thousand Oaks High School, 2323 Moorpark Road, Thousand Oaks, CA

Westlake High School, 100 N. Lakeview Canyon Road, Westlake Village, CA

CVUSD District Operational Center, 750 Mitchell Road, Newbury Park, CA

District website: www.conejousd.org

AGENDA
EDUCATIONAL TELEVISION FOR THE CONEJO (ETC)
BOARD OF DIRECTORS
Tuesday, March 29, 2022

I. 12:00 P.M. REGULAR SESSION

Opening Provisions

- A. President will Call the Meeting to Order and Roll Call
- B. Pledge of Allegiance
- C. Announcements and Procedures
- D. Approval of the Agenda
- E. Public Comments

Pursuant to the Brown Act, the Board members 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.

II. ACTION ITEMS

- A. Approval of Minutes of January 19, 2022 Meeting (Attachment A of this packet)
- B. Accept Resignation of Victor Hayek, effective June 30, 2022 (not seeking re-appointment)
- C. Accept Resignation of Sue Wells

III. DISCUSSION and INFORMATION

- A. Purpose, function, responsibility and management of ETC
 - a. Review of [1998 Business Plan](#)
 - b. Review of [Articles of Incorporation](#)
 - c. Need for cable channel vs. Current web based media outlets (YouTube, etc.)
 - d. Dissolution and creation of a new corporation (outside the auspice of CVUSD) vs. update of articles of incorporation and business plan
 - e. Review and update of by-laws
 - f. Possibility of joining City of Thousand Oaks channel
- B. Tentative 2023 Reorganization of Board and Executive Team
 - a. Need Treasurer for July 1 – Does not have to be an officer. The Board may delegate activities of the corporation
 - b. Two upcoming vacant board seats (Hayek - 2022 and Wells - 2024)
 - c. Nomination and election of officers for 2023
 - i. President
 - ii. Secretary
 - iii. Treasurer

IV. ADJOURNMENT

NEXT MEETING
May 4, 2022

ATTACHMENT A

Tentative Minutes of the January 19, 2022, Committee Meeting
presented for action by the Committee on March 29, 2022
(Action Item II, A)

EDUCATIONAL TELEVISION FOR THE CONEJO (ETC) BOARD OF DIRECTORS

MINTUES – JANUARY 19, 2022 3:30 P.M.

**Zoom - Conejo Valley Unified School District
District Operational Center
750 Mitchell Road, Newbury Park, California 91320**

I. OPEN REGULAR SESSION – OPENING PROVISIONS

A. Call to Order and Roll Call

Ms. Denise Reader called the meeting to order at 3:30 p.m. and called roll:

<u>Board of Directors</u>		<u>Other Attendees</u>	
Sue Wells, ETC President	Present	Terry McCallum, Executive Director	Present
Denise Reader, ETC Secretary	Present		
Victor Hayek, Ed.D., Treasurer	Present		
Richard Blake, Director	Present		
Derrick Grimes, Director	Present		

Ms. Denise Reader led the Pledge of Allegiance and read the procedural announcements.

D. Approval of the Agenda

Mr. Richard Blake made the motion to approve the Agenda as written, motion seconded by Dr. Victor Hayek. Motion carried 5-0.

E. Comments

1. Public – None

II. ACTION ITEMS

A. Approval of Minutes Dated November 30, 2021

Dr. Victor Hayek made the motion to approve the Minutes for November 30, 2021 as submitted, motion seconded by Mr. Richard Blake. Motion carried 5-0.

III. INFORMATION / DISCUSSION ITEMS / OLD BUSINESS

A. Executive Director Report

Mr. Terry McCallum made the following report:

- Had a conversation with Mr. Brian Mercer about administration and issues with all the schools. Mr. Mercer said he would mention the issues discussed at the next Principal's meeting.
- Update on the missing studio equipment from B3 at Thousand Oaks High School: Dr. Bergmann sent several emails saying they have found the equipment and will return it right away.
- Brought up the idea of using the same process of filming in PACs to other areas in school sites (i.e., stadiums, athletic fields, and swimming pool). Connectivity is a challenge.
- Discussed equal representation of boys' and girls' sports.
- Mr. McCallum noted we have to purchase rights to broadcast certain events. ETC currently has a waiver from ASCAP and BMI to broadcast our shows, but that does not cover full musical shows and nothing Disney related.

- ETC is ready to film playoff games (some had to be delayed because of COVID). Received permission from CIF that we do not need to pay for rights to broadcast games between CVUSD teams.
- Mr. Blake met with Spectrum about the quality of the channel. TOTV was also having issues and they had to upgrade their video encoder to fix the problem. ETC will have to upgrade the equipment even though it is owned by Spectrum.

B. Follow up: Equipment at TOHS

Dr. Hayek reported that he received communication from Dr. Bergmann that he located everything but the ceiling mounted studio lights. Most of the equipment was in a server room adjacent to room B3. Mr. McCallum noted not all the equipment was in the server room. Mr. McCallum will follow up with Dr. Bergmann.

C. Follow up: Video of events at high schools

Dr. Hayek gave an update about filming procedures at the high schools. Confirmed that Mr. Brian Mercer spoke with school principals and assistant principals to ensure there was authority to video school events.

ADJOURNMENT

Ms. Reader adjourned the Open General Session at 4:13 p.m. The next scheduled meeting is:

Date: Wednesday, May 4, 2022

Time: 3:30 p.m.

Place: Zoom

Date

President/Secretary