



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, April 16, 2025

MINUTES

1. 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 and Student Services; and Shauna Ashmore, Assistant Superintendent, Human Resources.

B. Pledge of Allegiance

C. Open Session Procedures

D. Approval of the Agenda

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

E. Student Recognitions

The Board of Education and District staff recognized students for the following visual and performing arts accomplishments:

- 2025 California State PTA Reflections Art Program winners

F. Weathersfield Elementary K-Kids Presentation

Teacher Cristy Warner and the Weathersfield Elementary K-Kids shared their thoughts on a book they wrote titled, “What Makes Me Happy,” followed by formal acknowledgement by board members and district staff.

G. 2024-2025 Greater Conejo Valley Chamber of Commerce Teacher of the Year

The Board and District staff, along with a Chamber representative, recognized Ms. Alyssa Peters, teacher at Weathersfield Elementary School, as the 2024-2025 Greater Conejo Valley Chamber of Commerce Teacher of the Year.

H. Reports from Student Reporters

Century Academy: Abigail Vey

Conejo Valley High School: Angeleen Pinn

Newbury Park High School: Shea Grohs (absent)

Thousand Oaks High School: Ella Neale

Westlake High School: Brandon Osborn and Fiona Mercer

Students reported on: school site events and activities, rallies and spirit weeks, food and blood drives, student leadership workshops, field trips, yearbook and graduation preparation, CVHS student graduations and new students, attendance incentives, community building events, CTE Student Showcase at CLU, club updates, state testing completion, Unified Sports soccer game, Asian American, Native Hawaiian, and Pacific Islander (AANHPI) Heritage Month, All District Music Festival concerts, spring musicals and performances, student academic and athletic accomplishments and competitions, and the Ventura County Science Fair.

I. Report from Parent Organization – Gifted and Talented Education District Advisory Council (GATE DAC)

GATE DAC Chairperson Christine Wells shared this year's priorities, highlighted GATE's virtual and in-person events and activities, discussed GATE testing and the welcoming of new students, and emphasized the significance of DAC takeaways.

J. Comments – Public

President Powell announced that there were fourteen (14) public comment requests submitted, and each speaker received three (3) minutes to speak. Following the public comment period, President Powell announced that district staff would be available in the lobby to assist any attendees who needed support. Dr. McLaughlin asked the primary contact from the concerned group to share their contact information so the district can continue engaging in collaborative discussions.

2. ACTION ITEMS – GENERAL

A. Student Services - Approval of Annual Resolution #24/25-38: In Support of National Mental Health Awareness Month

Trustee Sylvester 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 - Approval of Annual Resolution #24/25-39: In Support of Asian American, Native Hawaiian, and Pacific Islander Heritage 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.**

C. Student Services - Approval of Annual Resolution #24/25-40: In Support of Jewish American Heritage Month

Trustee Gill 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.**

D. Student Services - Approval of Annual Resolution #24/25-41: In Support of National Speech-Language-Hearing Month

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.**

E. Human Resources - Approval of Annual Resolution #24/25-34: "National Teacher Appreciation Week" – May 5-9, 2025

Trustee Gill made the motion to approve, seconded by Trustee Gorback made the motion to approve, seconded by Trustee Light. President Powell read a portion of the annual resolution honoring the district's teachers for their service and dedication. There was no board discussion on this agenda item. **Motion carried: 5-0, with a preferential "yes" vote from Trustee Light.**

F. Human Resources - Approval of Annual Resolution #24/25-35: "National School Nurse Day" – May 7, 2025

Trustee Gill 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.**

G. Student Services - Adoption of Resolution #24/25-03: Commitment to Racial Equity in the Conejo Valley Unified School District

Trustee Gorback made the motion to approve, seconded by Trustee Sylvester. President Powell clarified that the board requested revisions to this resolution when it was first presented for approval in the fall of 2024. There was no board discussion on this agenda item. **Motion carried: 5-0, with a preferential "yes" vote from Trustee Light.**

3. ACTION ITEMS – CONSENT

Trustee Goldberg 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. Board of Education - Approval of Minutes

B. Human Resources - Personnel Assignment Orders

C. Human Resources - Approval of Professional Services Agreement with Carbon Health Medical Group of California, P.C. (Carbon Health)

D. Human Resources - Ratification of Memorandum of Understanding Between CVUSD and California School Employees Association and its Conejo Chapter 620 (CSEA)

- E. Instructional Services - Approval of Renewal Memorandum of Understanding (MOU) with Antelope Valley Learning Academy, Inc. (Elementary and Middle School, 2025)**
- F. Instructional Services - Approval of Renewal Memorandum of Understanding (MOU) with Vista Real Public Charter, Inc. (High School, 2025)**
- G. Instructional Services - Approval of Overnight Trip Request - Odyssey of the Mind Worlds - Lang Ranch Elementary**
- H. Instructional Services - Renewal Contract for Impact Audio Visual, Inc. for Thousand Oaks High School Graduation 2025**
- I. Instructional Services - Ratification of the Thousand Oaks High School Proposed Bell Schedule**
- J. Instructional Services - Approval of Agreement for Inter-District Services (Educator Support and Effectiveness Programs) Between the Ventura County Office of Education and the Conejo Valley Unified School District for the 2025-2026 School Year**
- K. Instructional Services - Approval of Contracts Under \$5,000**
- L. Student Services - Approval of Contracts Under \$5,000**
- M. Business Services - Notices of Completion**
- N. Business Services - Disposal of Surplus and Obsolete Equipment**
- O. Business Services - Approval of Purchase Order Report (POs exceeding \$5,000)**
- P. Business Services - Ratification of Purchase Order Report (POs under \$5,000)**
- Q. Business Services - Acceptance of Donations/Gifts**
- R. Business Services - Approval of Quarterly Report on Williams Uniform Complaints**
- S. Business Services - Approval of Transfer of Funds - March 2025**
- T. Business Services - Ratification of Warrants - March 2025**
- U. Business Services - Approval of Agreement with Bay Actuarial Consultants for the Workers' Compensation Fund Actuarial Study**
- V. Business Services - Maintenance & Operations Department - Approval of Contract for 2024-2025**
- W. Business Services - Approval of Transportation Services Agreement with Top Transportation Service Inc.**

4. INFORMATION/DISCUSSION ITEMS – GENERAL

A. Student Services - Presentation: Promoting Positive Student Attendance

Ms. Christina Harrison and Ms. Amber Bowman provided a presentation on promoting positive attendance, which included the importance of attendance, definition of chronic absence and truancy, attendance data mindset shifts, Average Daily Attendance (ADA) and chronic absenteeism data (annually and by subgroup), school attendance liaison responsibilities, district practices to ensure effective attendance, attendance incentives, School Attendance Review Team (SART) and Student Attendance Review Board (SARB) processes, and district attendance accomplishments. Ms. Harrison and Ms. Bowman responded to questions from board members regarding the effect of school family activities on overall attendance, the average number of SART meetings, age breakdown for SARBs, resources provided for students based on age, and recurring student attendance issues.

B. Business Services - 2025-2026 District Fee Review: Transportation Fees

Dr. Hayek explained that the proposed transportation fee schedule includes a 10% increase to address significant rises in transportation costs and to help sustain current bus routes. He also responded to a board member's question regarding transportation fee increases in previous years.

C. Business Services - 2025-2026 District Facility Use Fees and Rules and Regulations

Dr. Hayek provided background on previous facility use fee increases and an overview of the proposed fee schedule, which included adjustments to the rules and regulations to incorporate new technology user fees. He also responded to a board member's question regarding site signage related to user rules and compliance.

D. Business Services - Discussion of Board Policy and Administrative Regulation 3311 – Bids

Dr. Hayek provided background on the proposed amendments, which included changes to the bid process for products and services, the addition of landscape projects under bid requirements, and new stipulations regarding sole sourcing. He also responded to a board member's question regarding cost concerns associated with sole sourcing.

E. Business Services - Discussion of Board Policy and Administrative Regulation 3311.1 - Uniform Public Construction Cost Accounting Procedures

Dr. Hayek provided background on the proposed amendments, which included legal updates to the bidding process for public construction and a provision for allowing the district discretion to reject bids if it determines the work can be completed in-house.

F. Business Services - Discussion of Board Policy 3312 – Contracts

Dr. Hayek provided background on the proposed amendments, which included legal updates to the contract process for food sale agreements, provisions ensuring compliance with applicable laws for board members and district employees involved in contract decisions, revised contract language, and clarifications regarding public records requirements.

G. Business Services - Discussion of Board Policy 3515.5 - Sex Offender Notification

Dr. Hayek provided background on the proposed amendments, which included updates to district requirements when working with law enforcement and revised language to reflect current laws concerning the role of district police and security departments.

H. Business Services - Discussion of Board Policy 3516.5 - Emergency Schedules

Dr. Hayek provided background on the proposed amendments, which included updated requirements for learning continuity plans aimed at recovering lost attendance due to natural disasters, and the addition of an instructional continuity plan to be incorporated into the school safety plan.

I. Board Committee Reports

Trustee Goldberg shared an update on her attendance at the Wellness Committee meeting, which included the introduction of the new Child Nutrition Director and her vision for the department, robust discussion on concerns raised at the District Advisory Council (DAC) meeting, and issues related to PE uniform requirements for middle school students.

President Powell shared an update on her attendance at the Health Benefits Committee meeting, which involved discussions with staff from Fiscal and Human Resources, representatives from bargaining units, and the district's insurance broker on program enrollment numbers, associated costs, and health benefit options available to district employees.

J. Comments – Board of Education

Board members provided comments.

K. Comments – Superintendent

Dr. McLaughlin provided comments.

5. ADJOURNMENT

A. Future Board Topics / Activities

Board members added the following topics for discussion at future board meetings:

- Presentation on Title IX procedures and training
- Presentation on student consent – the board reached a consensus for staff to include information about student consent from the district's Teen Talk curriculum in its weekly board report
- Child Nutrition Services/reorganization (added for the 2025/26 school year)

B. Adjournment

President Powell adjourned the Open Session at 8:53 p.m. The next regularly scheduled board meeting will be Wednesday, May 7, 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.

May 7, 2025

Date



Board Clerk

May 7, 2025

Date



Superintendent

Please note that all regular CVUSD board Meetings are recorded for public viewing, are considered matters of Public Record, and are housed on the CVUSD website in perpetuity. The video recording of this board meeting can be viewed on the CVUSD website on the Board of Education page under *Board Meeting Videos – Watch Meetings Live* at the following link:

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