



**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, March 1, 2023**

**MINUTES**

**1. CLOSED SESSION**

**A. Comments – Public**

President Gill announced that there were no public comment requests submitted, and the Board convened into Closed Session at 5:31 p.m. where the following item was discussed:

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

Closed Session ended at 5:50 p.m.

**2. OPEN SESSION**

**A. Call the Meeting to Order**

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

Board Members present: Board President Lauren Gill, Board Vice President Cindy Goldberg, Board Clerk Lisa Powell, Board Trustees Karen Sylvester 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; and Kenneth Loo, Assistant Superintendent, Instructional Services; and Dr. Shanna M. Egans, Assistant Superintendent, Student Services.

**B. Pledge of Allegiance**

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

President Gill announced that the following item was discussed in Closed Session:

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

There was no action taken on this Closed Session agenda item.

**D. Approval of the Agenda**

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

**E. Report from Student Reporters**

Century Academy – Harry Esau

Conejo Valley High School – Aria Turner

Newbury Park High School – Emily Kulhanek subbed for Sophia Di Stefano

Thousand Oaks High School – Carter Supple subbed for Andrew Schuberg

Westlake High School – Savannah Branham subbed for Sophia Kane

Students reported on: Black History Month and Women’s History Month activities; 1 Shine Youth Black History Program performance; CVHS Second Back to School Night; CVHS WASC Accreditation visit; school website updates; Valentine’s Day activities; spirit weeks and rallies; visual and performing arts performances and accomplishments; Unified Sports basketball games; school club and ASB/ASG activities; staff and counselor appreciation events; spring dances; blood drives; sock drive for Harbor House; athletic team competitions and accomplishments; Odyssey of the Mind competition; ASB Board elections; graduation planning; College and Career Center activities; field trips; CTE Collaboration Day; planning for the 2023/2024 school year; National Merit Finalists; Pi Day; Aut2Run Autism event; and WHS Academic Decathlon victory and Mock Trial accomplishments.

**F. Student Recognition – Sequoia Middle School Scholar Musician**

Board members and District administration recognized Sequoia student, Raymond, for his achievement in performing arts for being selected to perform with the 2023 California All-State Honor Band – Junior High School Symphonic Band.

**G. Student Recognition – Westlake High School – 2023 Ventura County Academic Decathlon Winners**

Board members and District administration recognized the Westlake High School Academic Decathlon team and coach for their victory at the 2023 Ventura County Academic Decathlon and for their team’s hard work and dedication.

**H. Comments – Public**

President Gill announced that there were no public comment requests submitted.

**I. Comments - Board of Education**

Board members provided comments.

**J. Comments – Superintendent**

Dr. McLaughlin provided comments.

**3. ACTION ITEMS – GENERAL**

**A. Business Services – 2022-2023 Second Interim Financial Statements**

Trustee Goldberg made the motion to approve, seconded by Trustee Powell. Dr. Hayek presented information on the 2022-2023 Second Interim Financial Statements, including the current budget cycle and reporting; updated state budget information; second interim restricted and unrestricted revenues, expenses, and ending fund balance; multi-year projections and certifications; and other fund balances. Dr. Hayek responded to questions from Board members regarding the mental health grant, the effect of COLA estimates on the Year 3 ending balance, implications of potential block grant funding cuts on pension costs, and whether the district is still using a three-year rolling average to calculate ADA. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Lopez.**

**B. Board of Education – Approval of Changes to Scheduled Board Meeting Dates for the 2022-2023 and 2023-2024 School Years**

Trustee Goldberg made the motion to approve, seconded by Trustee Sylvester. Dr. McLaughlin and President Gill provided background on the proposed schedule changes. There was no Board discussion on this agenda item. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Lopez.**

**C. Instructional Services – Approval of Girls’ Flag Football at the High School Level**

Trustee Gorback made the motion to approve, seconded by Trustee Goldberg. Board members commented on their approval of this agenda item, and Dr. McLaughlin clarified that all three comprehensive high schools will be offering Girls’ Flag Football teams based on interest surveys provided to female athletes at those sites. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Lopez.**

**D. Open School Facilities for Community Use – Westlake Hills Elementary**

Trustee Goldberg made the motion to approve, seconded by Trustee Gorback. Dr. McLaughlin provided background on why Westlake Hills Elementary was selected as an additional site to open and commented on the future need for Board discussion on how to manage additional requests to open sites for community use. Dr. Hayek responded to questions from Board members regarding the timeline and process for opening Westlake Hills Elementary. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Lopez.**

#### **4. ACTION ITEMS – CONSENT**

Trustee Gorback 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 Lopez.**

#### **CONSENT AGENDA ITEMS:**

- A. Board of Education - Approval of Minutes**
- B. Board of Education - Approval of Amendments to Board Bylaw 9220 - Governing Board Elections**
- C. Board of Education - Approval of Amendment to Board Bylaw 9323 - Meeting Conduct**
- D. Superintendent - Approval of Amendments to Administrative Regulation 1220 - Citizen Advisory Committees**
- E. Human Resources - Personnel Assignment Orders**
- F. Human Resources - Approval of Amendments to Board Policy and Administrative Regulation 4112.2 – Certification**
- G. Instructional Services - Approval of Contracts Under \$5,000**
- H. Instructional Services - Overnight Trip Request - TOH ETHOS and DECA**
- I. Instructional Services - Overnight Trip Request - TOH - The Center Spring College Tour**
- J. Instructional Services - Approval to Obsolete and Recycle Previous High School Textbooks and Materials**
- K. Instructional Services - Approval of Renewal Contract - AVID – DEC**
- L. Instructional Services - Approval of Renewal Contract for Conejo Recreation and Park District (CRPD)**
- M. Instructional Services - Approval of Renewal Contract - Darvik Productions Inc. - NPH**
- N. Student Services - New Contract for Residential Treatment Center Placement for Student #31-22/23**
- O. Student Services - Approval of New Contract - International Institute for Restorative Practices**
- P. Student Services - Approval of Amendments to Administrative Regulation 5141.3 - Health Examinations**
- Q. Business Services - Approval of Transportation Plan for School Years 2023 and 2024**
- R. Business Services - District Fee Review: Transportation Fees for 2023-2024 and 2024-2025**
- S. Business Services – MEASURE I: Award of Contract – HVAC and Duct Replacement – Sequoia Middle School**
- T. Business Services – MEASURE I: Award of Contract – Play Equipment Installation and Site Work – Westlake Elementary School**
- U. Business Services - Approval of Purchase Order Report (POs exceeding \$5,000)**
- V. Business Services - Disposal of Surplus and Obsolete Equipment**
- W. Business Services - Approval of Award of Contract for Auditing/ACFR Services**
- X. Business Services – Amendment to the 2022-2023 Major Project List**

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

### **A. Instructional Services – Ratification of Thousand Oaks High School and Westlake High School Bell Schedules**

Mr. Loo presented information on the proposed bell schedules for the 2023-2024 school year for Thousand Oaks High School and Westlake High School Bell, including legal requirements, a bell schedule overview each comprehensive high school for the 2023-2024 school year, adjustments based on Senate Bill 328, background on school and student schedules, timeline to the proposed schedules, and next steps. Dr. McLaughlin clarified why the bell schedules are being ratified as opposed to being approved, and Mr. Loo responded to questions from Board members regarding any single courses that are only offered during “A” or “O” period, the process used to determine the percentage of students allotted to participate in an “A” or “O” period course, the difference in school site terminology of “A” and “O” periods, and the possibility of schedule flexibility for seniors to finish their day prior to the lunch period.

### **B. Instructional Services – Approval of New Middle School Core Literature Title – When Stars are Scattered**

Mr. Loo provided background on the core literature approval process, including the locations where the middle and high school titles (from Agenda Item 5C) are available for parent preview and information on virtual preview nights. Mr. Loo answered questions from Board members regarding clarification on the titles available for preview during the virtual preview nights, background on why virtual preview nights are held and titles brought forward multiple times prior to Board approval, and which of the middle and high school titles offer diversified core literature with an underrepresented protagonist, an underrepresented author, or both.

### **C. Instructional Services – Approval of New High School Core Literature Titles – Interpreter of Maladies, Purple Hibiscus, World of Wonders**

Mr. Loo commented that the same process as described for Agenda Item 5B would apply for the high school core literature approval process and responded to a Board member’s question regarding when these titles will move forward for Board approval.

### **D. Board of Education - Approval of Amendment to Board Bylaw 9223 – Filling Vacancies**

Dr. McLaughlin provided background on the amendments based on Gamut updates. There was no Board discussion on this agenda item.

### **E. Superintendent - Approval of Amendments to Board Policy and Administrative Regulation 1250 - Visitors**

Dr. McLaughlin provided background on the amendments based on Gamut updates and responded to questions from Board members regarding requested verbiage corrections, clarification on how the district’s raptor system notifies staff of a sex offender’s presence, and clarification on the visitor registration process and time limit for classroom visits by parents/guardians.

## 6. ADJOURNMENT

### A. Future Board Topics / Activities

The Board did not add any topics for discussion at future Board meetings.

### B. Adjournment

President Gill adjourned the Open Session at 8:01 p.m. The next regularly scheduled Board meeting will be Wednesday, March 15, 2023, 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.

March 15, 2023

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Date



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Board Clerk

March 15, 2023

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Date



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Superintendent

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