



CONEJO VALLEY UNIFIED SCHOOL DISTRICT  
CVUSD Board Room  
1402 E. Janss Rd., Thousand Oaks, CA 91362

BOARD OF EDUCATION REGULAR MEETING  
Tuesday, March 15, 2022

## MINUTES

### 1. CLOSED SESSION

#### **A. Comments – Public**

President Sylvester announced that there were no public comment requests received, and the Board then convened into Closed Session at 5:00 p.m. where the following items were discussed:

**B. Labor Negotiations, Pursuant to Government Code §54957.6. The agency negotiator is Jeanne Valentine, Assistant Superintendent, Human Resources. Employee Organization: California School Employees Association (CSEA)**

**C. Conference with Real Property Negotiators, Pursuant to Government Code §54956.8. The agency negotiator is Dr. Victor Hayek, Deputy Superintendent. The discussion item is price and terms of payment regarding 2000 La Granada Drive, Thousand Oaks, California 91362. Negotiating Parties: Conejo Valley Unified School District; MATES Charter School**

**D. Conference with Real Property Negotiators, Pursuant to Government Code §54956.8. The agency negotiator is Dr. Victor Hayek, Deputy Superintendent. The discussion item is price and terms of payment regarding 1335 Calle Bouganvilla, Thousand Oaks, California 91360. Negotiating Parties: Conejo Valley Unified School District; BRIDGES Charter School**

Closed Session ended at 5:50 p.m.

### 2. OPEN SESSION

#### **A. Call the Meeting to Order**

Call to Order: President Sylvester called the meeting to order at 6:01 p.m.

Board Members present: Board President Karen Sylvester, Board Vice President Lauren Gill, Board Clerk Rocky Capobianco, Board Trustees Cindy Goldberg and Bill Gorback, and Student Board Trustee Catherine Xu.

Administration present: Dr. Mark McLaughlin, Superintendent; Dr. Victor Hayek, Deputy Superintendent, Business Services; Jeanne Valentine, Assistant Superintendent, Human Resources; Dr. Lisa Miller, Assistant Superintendent, Student Services; and Kenny Loo, Assistant Superintendent, Instructional Services.

#### **B. Pledge of Allegiance**

President Sylvester asked for a moment of silence after the Pledge of Allegiance in honor of the passing of former CVUSD student, Katie Meyer.

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

President Sylvester announced that the following items were discussed in Closed Session:

**B. Labor Negotiations, Pursuant to Government Code §54957.6. The agency negotiator is Jeanne Valentine, Assistant Superintendent, Human Resources. Employee Organization: California School Employees Association (CSEA)**

**C. Conference with Real Property Negotiators, Pursuant to Government Code §54956.8. The agency negotiator is Dr. Victor Hayek, Deputy Superintendent. The discussion item is price and terms of payment regarding 2000 La Granada Drive, Thousand Oaks, California 91362. Negotiating Parties: Conejo Valley Unified School District; MATES Charter School**

**D. Conference with Real Property Negotiators, Pursuant to Government Code §54956.8. The agency negotiator is Dr. Victor Hayek, Deputy Superintendent. The discussion item is price and terms of payment regarding 1335 Calle Bouganvilla, Thousand Oaks, California 91360. Negotiating Parties: Conejo Valley Unified School District; BRIDGES Charter School**

**D. Approval of the Agenda**

Trustee Goldberg made the motion to approve the agenda as amended, pulling items 4H, J, and O for a separate vote, seconded by Trustee Gorback. **Motion carried: 5-0, with a preferential “yes” vote from Student Trustee Xu.**

**E. Report from Conejo Schools Foundation**

Sue Wells, Conejo Schools Foundation President, provided an update on Conejo Schools Foundation, with topics including the All-District Music Festival, Cash 4 Conejo Classroom grants, recruitment for the Executive Director position, Cycle for Success program, Get Ahead program registration, upcoming TEDx youth event, and sponsorship of the BreakThrough Program parent workshops.

**F. Comments – Public**

President Sylvester announced that there were seven (7) public comment requests submitted (3 via telephone; 4 in person), and each speaker received three (3) minutes to speak.

**G. Comments – Board of Education**

Individual Board members provided comments.

**H. Comments – Superintendent**

Dr. McLaughlin provided comments and directed staff to provide information back to the Board or specific public speakers regarding topics addressed during public comments.

**3. ACTION ITEMS – GENERAL**

**A. Business Services – 2021-2022 Second Interim Financial Statements**

Trustee Goldberg made the motion to approve, seconded by Trustee Capobianco. Dr. Hayek provided a report on the 2021-2022 Second Interim Financial Statements, including key guidance based on the Governor’s 2023 budget proposal; proposal to amend the current formula for ADA calculation; budget cycle and reporting; 2021-2022 second interim estimated revenues, expenses, and projected ending fund balance; update on stimulus funds usage for 2021-2022; multi-year projections, factors, and assumptions; and a breakdown of other funds. Dr. Hayek responded to questions from Board members regarding future stimulus funding to secure wellness centers, reporting on the effectiveness and impact of stimulus funds, calculation of funding for unduplicated

pupils, undesignated versus unrestricted funds, 3-year rolling average calculation of ADA and impact to budget, and the deadline to spend ESSER II, ESSER III, and ELO funds. Mr. Loo responded to questions from Dr. McLaughlin regarding the validity of information in a letter that was printed in the Thousand Oaks Acorn regarding an afterschool tutoring program. **Motion carried: 5-0, with a preferential “yes” vote from Student Trustee Xu.**

**B. Instructional Services – Approval of A-G Completion Improvement Grant Plan**

Trustee Gorbach made the motion to approve, seconded by Trustee Goldberg. Mr. Loo answered questions from Board members regarding the process followed to prepare the A-G Completion Grant Plan, including gathering and reviewing feedback from surveys to parents/guardians, students, and District Advisory Councils/Committees, reviewing data regarding students on the D/F list or those not meeting A-G requirements, and the District’s reflection on how to best use these funds. Mr. Loo also answered questions regarding communication methods to students and families on courses required to meet the A-G requirements, background on the new A-G Coordinator position, frequency of “check in” meetings with students by school counselors and the A-G Coordinator, and the caseload of students receiving those services. **Motion carried: 5-0, with a preferential “yes” vote from Student Trustee Xu.**

**C. Instructional Services – Ratification of Proposed High School Bell Schedules**

Trustee Gorbach made the motion to approve, seconded by Trustee Gill. President Sylvester requested a future report on the percentage of students at each comprehensive high school taking a Period A class, feedback on the dedicated Social Emotional Learning (SEL) period at Thousand Oaks High School, and consideration of a dedicated SEL period within each comprehensive high school’s bell schedule. There was no further Board discussion. **Motion carried: 5-0, with a preferential “yes” vote from Student Trustee Xu.**

**4. ACTION ITEMS – CONSENT**

President Sylvester then stated that the Board would start the approval of the Consent Agenda by first addressing the following pulled agenda items:

**H. Instructional Services – Approval of New Contract – Hatching Results**

Trustee Goldberg made the motion to approve, seconded by Trustee Gorbach. Mr. Loo answered questions from a Board member on the impetus for this program and what the program entails. **Motion carried: 5-0, with a preferential “yes” vote from Student Trustee Xu.**

**J. Business Services – Approval of Transfer of Funds – February 2022**

Trustee Goldberg made the motion to approve, seconded by Trustee Gorbach. President Sylvester announced that there was one (1) public comment request submitted (in person), and that speaker received three (3) minutes to speak. Dr. Hayek provided clarification on a public speaker’s comments regarding the transfer of specific funds within this report and responded to a Board member’s question regarding the breakdown of information provided in the second interim budget and SACS report. **Motion carried: 5-0, with a preferential “yes” vote from Student Trustee Xu.**

**O. Business Services – Ratification of Purchase Order Report (POs under \$5,000)**

Trustee Goldberg made the motion to approve, seconded by Trustee Gill. President Sylvester announced that there was one (1) public comment request submitted (in person), and that speaker received three (3) minutes to speak. Dr. Hayek clarified the District’s Cal Card process and pre-authorization requirements. **Motion carried: 5-0, with a preferential “yes” vote from Student Trustee Xu.**

- *Trustee Gorback made the motion to approve the remainder of the Consent Agenda as amended, seconded by Trustee Goldberg. There was no Board discussion on this agenda item. Motion carried: 5-0, with a preferential “yes” vote from Student Trustee Xu.*

**REMAINDER OF CONSENT AGENDA ITEMS:**

- A. Board of Education - Approval of Minutes**
- B. Human Resources - Personnel Assignment Orders**
- C. Instructional Services – Approval of Amendments to Board Policy 6170.1 – Transitional Kindergarten**
- D. Instructional Services – Overnight Trip Request – WHS FBLA Conference**
- E. Instructional Services – Approval of New Contract – Haas Factory Outlet**
- F. Instructional Services – Approval of New Contract – Graphix – WHS**
- G. Instructional Services – Approval of New Contract – Play VS (Play Versus, Inc.) – NPH**
- I. Instructional Services – Approval of New Contract – Conejo Recreation and Park District**
- K. Business Services – Acceptance of Donations/Gifts**
- L. Business Services – Ratification of Warrants – February 2022**
- M. Business Services – Ratification of Workers’ Compensation Claims (under \$50,000)**
- N. Business Services – Approval of Purchase Order Report (POs exceeding \$5,000)**
- P. Business Services – Disposal of Surplus and Obsolete Equipment**
- Q. Business Services – MEASURE I – Notices of Completion**
- R. Business Services – Ratification of Emergency Connectivity Fund Grant for Touchscreen Chromebooks Purchase**
- S. Business Services – Approval of Award of Contract for Category 2 Network Electronics Project**
- T. Business Services – Approval of New Board Policy 3543.1 – Fleet Vehicle Safety and Care**

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

**A. Student Services – Presentation: Wellness Centers**

Dr. Miller introduced Dr. Chamberlin, who provided a presentation on the District’s wellness centers, including the purpose of the wellness centers, acknowledgement of support, service delivery, structure, locations and staffing, costs and revenue, services to date, feedback from students and staff, and next steps. Dr. Chamberlin responded to questions from Board members regarding the delivery of classroom presentations by wellness counselors, referral process, location change for Newbury Park High School’s wellness center, time limits for student visits, peer to peer interaction, hours of availability for students, current staffing allocations, intern service hours, and possibility of exposure to Hatching Results training for wellness counseling staff.

**B. Student Services – Approval of Amendments to Board Policy and Administrative Regulation 6159.2 – Nonpublic, Nonsectarian School and Agency Services for Special Education**

Dr. Miller responded to questions from a Board member regarding the number of District students attending nonpublic, nonsectarian schools, locations of these schools, and visits by District staff to assess student progress.

**C. Human Resources – Approval of Amendments to Board Policy and Administrative Regulation 4112.2 – Certification**

Mrs. Valentine provided background on the policy and regulation amendments and responded to a Board member’s question regarding the difference between interns and student teachers in relation to certification in the absence of a credentialed teacher.

**D. Board of Education – Approval of Amendments to Board Policy 1100 – Communication with the Public**

President Sylvester announced that there were three (3) public comment requests submitted (3 in person), and each speaker received three (3) minutes to speak. Dr. McLaughlin provided clarifications on public speaker comments and answered a Board member’s question regarding how and when the District receives policy and regulation amendments from CSBA. Trustee Goldberg requested changes to the Board Policy, including the correction of an error on pages 2 and 4 and the reordering of the paragraphs regarding mass mailings and the comprehensive communications plan. The Board reached consensus on Trustee Goldberg’s requested changes.

**E. Business Services – City of Thousand Oaks Request for CVUSD Fee Waive for Homekey Project**

President Sylvester announced that there were two (2) public comment requests submitted (1 via telephone; 1 in person), and both speakers received three (3) minutes to speak. Dr. Hayek responded to questions from Board members regarding the fiscal impact for use of a hotel as a residence for the local homeless population for this project and the timeline for a response on the District’s response. Dr. McLaughlin asked Dr. Miller to clarify the number of homeless students currently in our District, to which she replied that 285 students are identified as homeless as defined by the California Department of Education. The Board reached consensus to bring this agenda item back for approval at the next Board meeting.

**F. Business Services – Association of School Business Officials International Certificate of Excellence in Financial Reporting for the Fiscal Year June 30, 2021**

President Sylvester congratulated the District and Dr. Hayek on receiving the Certificate of Excellence in Financial Reporting for the second year in a row. Dr. Hayek stated that our District is the only district in the county that provides a comprehensive annual financial report, and this effort serves as the Board and District’s commitment to transparency.

**6. ADJOURNMENT**

**A. Future Board Topics / Activities**

Board members reached consensus to add the following topics for future Board meetings:

- Presentation on Progress on Student Achievement – President Sylvester asked for this presentation to be moved up as a priority
- Revisit/evaluate progress on Resolution #20/21-08 – Commitment to Racial Equity in CVUSD – President Sylvester
- Report of effectiveness of programs implemented through the Expanded Learning Opportunity Grant (ELOG) – Student Trustee Xu

**B. Adjournment**

President Sylvester adjourned the Open Session at 9:33 p.m. The next scheduled Board meeting will be a Special Board Meeting on Tuesday, April 5, 2022, 10:00 a.m. Study Session at Conejo Valley High School in the CVUSD Board Room, 1402 E. Janss Road, Thousand Oaks.

April 12, 2022

Date

Clerk

April 12, 2022

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 & Live Stream* at the following link:

<https://conejousd.org/Board-of-Education/Board-Meeting-Videos-Watch-Live>