

MOORPARK UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
Tuesday, December 12, 2023
4:30 PM Closed Session
5:30 PM Regular Meeting
District Office Board Room
5297 Maureen Lane
Moorpark, California 93021
Adopted 1/16/24

ANNUAL ORGANIZATION MEETING

1. CALL TO ORDER

Dr. Cathy Lasure, Chairperson Pro-Tem, called the closed session to order at 4:17 PM and the regular meeting to order at 5:30 PM

2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

Dr. Lasure called for comments from the public regarding the closed session items. There were no comments.

3. CLOSED SESSION

- a) *Conference with Labor Negotiator – Government Code Section 54957.6*
District Negotiator: Dr. Kelli Hays
Employee Organizations: Moorpark Educators Association (MEA); and California School Employees Association (CSEA) Chapter No. 498
- b) *Public Employee Evaluation-Goals – District Superintendent*
Government Code section 54957

4. ROLL CALL

PRESENT: Board Members Amy Adams, Scott Dettorre, Robert Perez, Nathan Sweet and Ute Van Dam

OTHERS PRESENT: Dr. Cathy Lasure, Assistant Superintendent for Personnel Services; Lynn David, Assistant Superintendent for Business Services; and Areli Hernandez, Executive Assistant to the Superintendent

5. RECONVENE TO OPEN SESSION: PUBLIC ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION AND RECOGNITION OF A QUORUM

Dr. Laure reconvened the meeting to open session at 5:30 PM, recognized the presence of a Board quorum and indicated no reportable action was taken in closed session.

6. PLEDGE OF ALLEGIANCE

Dr. Lasure led the Pledge of Allegiance.

7. ELECTION OF BOARD PRESIDENT – MOTION NO. 44

Dr. Lasure opened nominations for the office of Board President.

Scott Dettorre nominated Robert Perez. Robert Perez was elected Board President.

8. ELECTION OF OTHER OFFICERS

Board President Perez opened nominations for the following official positions:

ELECTION OF VICE-PRESIDENT – MOTION NO. 45

Nathan Sweet nominated Amy Adams. Amy Adams was elected Vice-President.

ELECTION OF CLERK OF THE BOARD – MOTION NO. 46

Ute Van Dam nominated Scott Dettorre. Scott Dettorre was elected Clerk of the Board.

ELECTION OF SCHOOL DISTRICT REPRESENTATIVE TO THE VENTURA COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION (EDUCATION CODE 4293) – MOTION NO. 47

Ute Van Dam nominated Nathan Sweet. Nathan Sweet was elected School District Representative to the Ventura County Committee on School District Organization.

9. SUPERINTENDENT DESIGNATION – MOTION NO. 48

On a motion by Ute Van Dam and second by Scott Dettorre, the Board unanimously designated the Superintendent as Ex-officio Clerk and Secretary to the Board of Education.

10. DAY, TIME AND PLACE OF BOARD MEETINGS – MOTION NO. 49

On a motion by Nathan Sweet and second by Amy Adams, the Board unanimously designated the day, time and place of its regular monthly meetings as the second and fourth Tuesday of each month at 5:30 PM at the District Office Board Room.

11. REORDERING AND APPROVAL OF THE AGENDA – MOTION NO. 50

On a motion by Scott Dettorre and second by Ute Van Dam, the Board unanimously approved the agenda and tabled item 18g until the January 16, 2024 meeting.

12. APPROVAL OF MINUTES – MOTION NO. 51

On a motion by Nathan Sweet and second by Amy Adams, the Board unanimously approved the minutes of the November 14, 2023 Regular Meeting.

13. REPORT FROM STUDENT REPRESENTATIVES

- a) Jaimie Matyas, THS@MC Student representative, reported on the following: upcoming winter break activities, including: recycling and reducing waste at

lunch time; launching eco-friendly waste program; winter spirit week activities; upcoming college finals; and activities committee events.

- b) MHS ASB & MHS Renaissance – no reports.

14. PUBLIC COMMENT

Board President Perez called for comments from the public regarding items of interest that are pertinent to the Moorpark Unified School District. There were no comments.

15. REPORT FROM SUPERINTENDENT

- a) Student Celebration/Recognition: Chaparral Middle School Mariachi Band

The newly formed Mariachi Band at Chaparral Middle School performed a song and accepted a \$9,000 donation from the Moorpark Education Foundation to purchase instruments and charros (uniforms). Principal Tisha Glassman and Band Director Rachel Counihan thanked the MEF for their generous donation and thanked the Board of Education and District for their support and encouragement in the formation of the band.

- b) Moorpark Education Foundation – Donation Presentation for the Chaparral Middle School Mariachi Band

David Pollock, Bruce Thomas and Dylan Gunning presented the \$9,000 donation to the CMS Mariachi Band for the purchase of instruments and charros (uniforms).

- c) MUSD Update

No report.

16. REPORT FROM DISTRICT BOARD MEMBERS
(Resolutions/Commendations, Correspondence, Committee Reports)

Ute Van Dam reported on the following: the CSBA Annual Education Conference and the various workshops and general session speakers, focusing on the opioid crisis.

Amy Adams reported on the following: attendance at the CSBA Annual Education Conference; thanked the Instruction Subcommittee for the new textbook review details; Holiday on High Street event; and MHS basketball functions.

Robert Perez reported on the Holiday on High Street event.

17. BOARD ITEMS FOR ACTION/DISCUSSION

There were no items for Board action/discussion.

18. CONSENT-ACTION – MOTION NO. 52

On a motion by Robert Perez and second by Ute Van Dam, the Board unanimously approved the following consent action items by a roll call vote, and tabled item 18g:

- a) Classified Employment Report No. 12-12-23-06
- b) Certificated Employment Report No. 12-12-23-05
- e) Payment of stipends
- f) Family Engagement Policies and Annual School Plans for Student Achievements for the 2022-203 school year
- g) Annual Title III Local Plan Evaluation Update - TABLED
- h) Declaration of agents authorized to sign orders, warrants, or checks, contracts, documents and other legal papers. A statement of authorized agents along with verified signatures must be filed with the Ventura County Office of Education.
- i) Annual standard updated resolutions, due to changes in personnel:
 - Resolution No. 2022-2023-13, authorizing budget transfers within and between major object of expenditure
 - Resolution No. 2022-2023-14, authorizing signatories as fiscal agents of the District
 - Resolution No. 2022-2023-15, authorizing the Department of General Services and other entities to purchase materials, supplies, equipment and all other items bid for and o behalf of the Moorpark Unified School District and authorizing signatories to sign and deliver all necessary requests and other documents in connection therewith
 - Resolution No. 2022-2023-16, authorizing signatories for purchase of supplies, materials and equipment
 - Resolution No. 2022-2023-18, authorizing signatories for Department of Motor Vehicles documents
 - Resolution No. 2022-2023-19, authorizing signatories for checks drawn on the District Clearing Account
 - Resolution No. 2022-2023-20, authorizing signatories for checks drawn on the District Cafeteria Account
 - Resolution No. 2022-2023-21, authorizing signatories for checks drawn on the Moorpark Unified Student Body Associations Accounts
 - Resolution No. 2022-2023-22, authorizing signatories for checks drawn on the Moorpark Revolving Cash Fund
 - Resolution No. 2022-2023-24, delegation of authority
- j) Student overnight trip: MHS Cross Country State Meet, Fowler, CA Nov. 24-25, 2023
- k) Ratification of warrants issued through November 30, 2023
- l) Agreements for services for the 2023-2024 school year:
 - Ventura County Office of Education - 2023-24 - total cost \$34,300.00
 - Sherri Ragan, Marriage & Family Therapy - 2023-24 - total cost \$89,700.00
 - Marleen Barbee, Licensed Educational Psychologist- 2023-24 - total cost \$5,000.00
 - Ventura County Office of Education - 2023-24 - total cost \$34,300.00
 - Heritage Schools Inc - 2023-24 - total cost \$120,990.00

- Star of CA LLC - 2023-24 - total cost \$59,350.08
 - Star of CA LLC - 2023-24 - total cost \$ 90,600.30
 - West Shield Adolescent Services - 2023-24 - total cost \$10,497.00
 - Accurate Communication - 2023-24 - total cost \$115,543.80
- m) Ratification of purchase orders and food service purchase orders in the total amount of \$2,654,542.39: B Series: B24-00216-B24-00229; CO Series: CO24-00137-CO24-00166; F Series: F24-00018-F24-00020; P Series: P24-00586-P24-00680; TP Series: TP24-00063-TP24-00064.

BUILDING PROGRAM

PERSONNEL

19. APPROVAL OF PROVISIONAL INTERNSHIP PERMIT – MOTION NO. 53

On a motion by Scott Dettorre and second by Ute Van Dam, the Board unanimously approved the employment of the following employee on the basis of a Provisional Internship Permit for the 2023-2024 school year:

Employee:	Alexander C. West
Job Title:	Teacher – Secondary
Subject:	French
Grades:	9 th -12 th
School:	Moorpark High School

20. MEMORANDUMS OF UNDERSTANDING BETWEEN THE DISTRICT AND MEA – SPECIAL EDUCATION HEALTH STIPEND & MHS ACADEMIC COUNSELORS – MOTION NO. 54

On a motion by Amy Adams and second by Ute Van Dam, the Board unanimously approved the two referenced Memorandums of Understanding between the District and MEA for:

- Special education health care stipend
- MHS academic counselor stipend

21. JOB DESCRIPTIONS: CERTIFICATED MANAGEMENT – MOTION NO. 55

A First Reading was held on the following job descriptions:

- Principal, Elementary - proposed revisions that more closely align with the current job duties
- Principal, TK-8 - proposed revisions that more closely align with the current job duties;
- Principal, Middle School - proposed revisions that more closely align with the current job duties;

- Principal, THS@MC - proposed revisions that more closely align with the current job duties;
- Principal, Moorpark High School - proposed revisions that more closely align with the current job duties

Following the First Reading, and on a motion by Ute Van Dam and second by Amy Adams, the Board unanimously waived the Second Reading and approve the job descriptions as presented.

INSTRUCTION

22. 2021-2022 TITLE I PROGRAM EVALUATION

The 2022-2023 Title I Program Evaluation and summary is available for review. The referenced staff report and corresponding evaluation document summarizes the details regarding the Plan and District's priorities. This information is for public reporting purposes only; no Board action is required.

23. APPROVAL OF AFTER SCHOOL EDUCATION AND SAFETY (ASES) PROGRAM CONTINUED FUNDING APPLICATION FOR 2024-2027 – MOTION NO. 56

On a motion by Ute Van Dam and second by Scott Dettorre, the Board unanimously approved the After-School Education and Safety (ASES) Program Renewal Application. In partnership with the Boys and Girls Club, MUSD operates an ASES program at Campus Canyon to provide free after school programming. The CDE released the renewal application to continue funding for ASES programs in Grant Cycle C, which includes MUSD. MUSD will be submitting an ASES renewal application for the amount of \$152,612.13/year to continue providing expanded learning opportunities to the families of Campus Canyon.

BUSINESS

24. INSTALLATION OF MAIN OFFICE ENTRY SECURITY DOOR SYSTEMS

In MUSD's continuing efforts to enhance student and school safety, the District will purchase and install security door systems for the main office entrances at all of the elementary sites. Staff visited neighboring schools that have these systems installed and has determined that these security door systems will benefit MUSD schools. The total purchase cost does not exceed \$50,000. Staff will begin installation upon receipt of the equipment and hardware. This is an informational item only; no Board action is required.

25. DEVELOPER FEE REPORT – ANNUAL AND FIVE YEAR

In accordance with Government Code sections 66001 and 66006, the District must make available to the public the Collected and Expended Developer Fees. The referenced Report of Collected and Expended Developer Fees for the 2022-2023 fiscal year is for public reporting purposes only; no Board action is required.

26. AGREEMENT – SOCIAL MEDIA LAWSUIT – MOTION NO. 57

The United States Surgeon General has declared a national advisory on the youth mental health crisis, blaming social media, in part, for the growing number of youths experiencing depression, anxiety, and other mental health challenges. The full report can be found [here](#). Litigation has commenced on behalf of public entities, such as school districts, against Meta, TikTok, Snap and YouTube as well as other social media companies. The lawsuit alleges that these companies have caused a mental health crisis among children and teenagers that is marked by higher proportions of anxiety, depression and thoughts of self-harm, all of which severely affect their ability to succeed in school.

This lawsuit provides public entities the opportunity to recover financial reimbursements for the expenses the public entities have or will incur because of the youth mental health crisis. No upfront costs are required; payment will come from any settlement awarded at 25% of the total award.

On a motion by Amy Adams and second by Nathan Sweet, the Board unanimously approved the referenced social media lawsuit contingency fee agreement with Frantz Law Group, allowing the District to officially enter the lawsuit and be eligible to receive any fiscal settlement award.

27. ARCHITECT SERVICES – RUHNAU CLARK – HVAC AND FIRE ALARM UPGRADE – FLORY SCHOOL – MOTION NO. 58

HVAC systems typically operate for 12 to 15 years. The HVAC units at Flory have surpassed their expected lifespan and must be upgraded to meet current code standards. Similarly, fire alarm systems generally have a life cycle of 20 years and the outdated system at Flory also necessitates replacement. Upgrades to HVAC units is an allowable use of ESSER III funds. The district intends to fund the proposed HVAC and fire system project with a combination of ESSER III and district funds for capital improvements.

Preliminary steps require architect services to prepare plans and specifications for the project. On a motion by Ute Van Dam and second by Nathan Sweet, the Board unanimously approved the proposed architect agreement with Ruhanu Clarke due to their familiarity and proven performance with our district.

28. ACCEPTANCE OF FIRST PERIOD INTERIM REPORT – MOTION NO. 59

On a motion by Scott Dettorre and second by Nathan Sweet, the Board unanimously accepted the District's First Period Interim Report for the period ending October 31, 2023, ratified the budget changes and authorized the filing of a positive certification that the District will be able to meet its financial obligations in all District funds, for the remainder of the fiscal year and the two subsequent fiscal years. A copy of the complete Report is on file at the District. Lynn David shared a PowerPoint presentation that included: review of the 9 district funds; expanded TK and 23-24 Enrollment & ADA; age eligible enrollment & ADA trends; budget planning factors; multi-year budget planning factors; general fund revenue; first interim revenue; first interim budget; first interim

expenditures; first interim general fund summary; first interim general fund restricted balance detail; multi-year projects; summary of other funds; considerations to maintain MYP reserves; and recommendation to approve first interim budget and file a positive certification. The Board members thanked Ms. David and her entire fiscal team for the detailed report and positive ending balances.

DISTRICT POLICIES

PENDING AGENDA ITEMS

DATE AND TIME OF NEXT REGULAR MEETING

The next Regular Meeting of the Board of Education of the Moorpark Unified School District will be held on Tuesday, January 16, 2024 at 5:30 PM at the District Office Board Room, 5297 Maureen Lane, Moorpark, California.

ADJOURNMENT - MOTION NO. 60

On a motion by Ute Van Dam and second by Nathan Sweet, the Board adjourned the regular meeting at 6:27 PM. The Board thanked Dr. Lasure for serving as Chairperson Pro-Tem at the meeting.

ROBERT PEREZ
BOARD PRESIDENT

SCOTT DETTORRE
CLERK OF THE BOARD

DR. KELLI HAYS
SECRETARY TO THE BOARD

12/12/23