

MOORPARK UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
Tuesday, January 16, 2024
4:30 PM Closed Session
5:30 PM Regular Meeting
District Office Board Room
5297 Maureen Lane
Moorpark, California 93021
Adopted 2/13/24

1. CALL TO ORDER

Board President Perez called the closed session to order at 4:38 PM and the regular meeting to order at 5:32 PM

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

OTHERS PRESENT: Dr. Kelli Hays, District Superintendent; Dr. Cathy Lasure, Assistant Superintendent for Personnel Services; Lynn David, Assistant Superintendent for Business Services; Dr. Jane Wagmeister, Assistant Superintendent for Instructional Services; and Areli Hernandez, Executive Assistant to the Superintendent

2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

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

Board President Perez reconvened the meeting to open session at 5:32 PM, recognized the presence of a Board quorum and indicated no reportable action was taken in closed session.

5. PLEDGE OF ALLEGIANCE

Eleanore Godfrey led the Pledge of Allegiance.

6. REORDERING AND APPROVAL OF THE AGENDA – MOTION NO. 61

On a motion by Ute Van Dam and second by Nathan Sweet, the Board unanimously approved the agenda with the reordering of items 17, 18, and 19 to follow item 10.

7. APPROVAL OF MINUTES – MOTION NO. 62

On a motion by Scott Dettorre and second by Nathan Sweet, the Board unanimously approved the minutes of the December 12, 2023 Regular Meeting.

8. REPORT FROM STUDENT REPRESENTATIVES

- a) Jaimie Matyas, THS@MC Student representative, reported on the following: start of second semester; seniors job shadowing projects; and she thanked the Board and school district for the THS@MC program.
- b) MHS Student Representatives & MHS Renaissance – no reports

9. 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.

10. REPORT FROM SUPERINTENDENT

- a) Recognition – *Going Above and Beyond*
 - *Eleanore Godfrey, Chaparral Middle School*

The Board and Superintendent Hays recognized Eleanore Godfrey for going *Above and Beyond* for Moorpark students and staff.

- b) School Board Recognition Month

Dr. Hays stated that January is School Board Recognition Month; she thanked the board members for their service and dedication to the students, staff and families of Moorpark and read a proclamation to be displayed at MUSD schools.

17. ACCEPTANCE OF THE MUSD 2022-2023 AUDIT REPORT – MOTION NO.63

On a motion by Ute Van Dam and second by Amy Adams, the Board unanimously accepted the District's Audit Report for the fiscal year 2022-2023. According to the California Education Section 41202, the District must be audited each fiscal year by an independent auditing firm, and a report must be submitted to the Governing Board as well as County and State agencies. The auditing firm of Clifton Larsen Allen, Certified

Public Accountants, has completed the audit and a complete report is on file at the District Office. Taylor Ulrich, partner from Clifton Larsen Allen, presented and reviewed the report, stating that the District received an unmodified opinion, which means it is a clean audit and that the District is in line with all the proper rules and regulations.

18. ACCEPTANCE OF THE MUSD 2022-2023 DISTRICT'S MEASURE S GO BOND AUDIT REPORT – MOTION NO.64

The Proposition 39 General Obligation Bonds Financial and Performance Audit reports the financial activities of the District's Measure S General Obligation Bond Building Fund for the 2021-2022 fiscal year, plus supplemental information in accordance with government standards. Taylor Ulrich, partner from Clifton Larsen Allen, Certified Public Accountants, presented the report. The report has also been shared with members of the Measure S Citizens Bond Oversight Committee. On a motion by Scott Dettorre and second by Nathan Sweet, the Board unanimously accepted the Measure S General Obligation Bond Audit for 2022-2023 as presented. The report is on file at the District Office.

19. APPROVAL OF AUDIT MASTER SERVICES AGREEMENT AND STATEMENT OF WORK WITH CLIFTON LARSON ALLEN (CLA) - MOTION NO.65

According to the California Education Code Section 41202, districts must be audited each fiscal year by an independent auditing firm. The District has contracted with the auditing firm of Clifton Larsen Allen (CLA), Certified Public Accountants for several years. The referenced Master Services Agreement and Statement of Work would engage CLA to perform the District's annual audit for three years: 2023-24; 2024-25; and 2025-26. The total cost for the audit services over the three-year period is \$208,425; \$66,675, \$69,300, and \$72,450 respectively. On a motion by Amy Adams and second by Scott Dettorre, the Board unanimously approved the three-year Audit Master Services Agreement with Clifton Larsen Allen.

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

Scott Dettorre reported that he attended the PTSA Reflections presentation at the VCOE.

Amy Adams reported that she has attended various MHS basketball games.

Ute Van Dam reported on the following: Wished everyone a Happy New Year and the upcoming Ground Hog Day run.

Robert Perez reported on the following: holidays with the family and wished everyone a Happy New Year; Friends of the Library holiday events; Moorpark Morning Rotary meeting; Chamber of Commerce Mixer; civic events in Moorpark; Flory assembly; and the MHS baseball training.

12. BOARD ITEMS FOR ACTION/DISCUSSION

The Ventura County Office of Education has reviewed and accepted the District's 2023-2024 First Period Interim Report positive certification. The official letter is referenced and provided as an information item for review; no Board action is required. Board President Perez thanked Dr. Hays and Lynn David for their ongoing work in keeping the District's finances in order.

13. CONSENT-ACTION – MOTION NO.66

On a motion by Ute Van Dam and second by Amy Adams, the Board unanimously approved the following consent action items by a roll call vote:

- a) Classified Employment Report No. 1-16-24-07
- b) Certificated Employment Report No. 1-16-24-06
- c) MOU between District and MEA for ELOP Curriculum Developer Stipend in the amount of \$1,000
- d) Payment of referenced stipends
- e) Annual Title III Local Plan Evaluation
- f) Student overnight trips: a) MHS Wrestling Team, Santa Ynez/Solvang, CA – January 12-13, 2024; b) MHS Softball Tournament, Bullhead City, AZ – February 28-March 2, 2024
- g) Agreements for services: 2023-2024
 - 1) VCOE, \$37,825
 - 2) West Shield Adolescent Services, \$20,000
 - 3) Dr. Cynthia Norall, Inc., \$7,300
 - 4) Communication Matters, SLP, PC - \$1,500
 - 5) VCOE, \$56,825
 - 6) Dell – Calendar Year 24-25, \$56,010.82
 - 7) Apple Direct Customer Agreement (to guarantee educational pricing on Apple products)
- h) Warrants issued through December 31, 2023
- i) Acceptance of the following donations for the end of year 2023:
 - Peter Lars –
 - 1. \$1,853.57 – Moorpark High School – Principal's Discretion Acct.
 - Kroger –
 - 1. \$45.91 – Flory Academy – Falcon Account
 - Walnut Canyon PTA –
 - 1. \$2,475.00 – Walnut Canyon – Code Campus
 - Ohiopyle Prints, Inc. –
 - 1. \$240.84 – Moorpark High School – Principal's Discretion Acct.
 - Trend Graphics –
 - 1. \$579.39 – Mountains Meadows – Pony Account
 - Jeff Brodsly –
 - 1. \$1,000.00 – Grocery Outlet Gift Cards
 - Thomas O'Leary –
 - 1. Miscellaneous items for Moorpark High School
 - FrontStream SPV LLC –

- 1. \$62.40 – Peach Hill – Partnership Account
 - The Blackbaud Giving Fund –
 - 1. \$60.00 – Flory Academy – Fast Account
 - Zumalu LLC –
 - 1. \$76.00 – Flory Academy – Fast Account
 - Moorpark Education Foundation –
 - 1. \$9,000.00 – Chaparral Middle School – Mariachi Music Program
 - Zumlau LLC –
 - 1. \$61.00 – Flory Academy – Fast Account
 - Yan Linn & Zin S Myint –
 - 1. \$200.00 – Flory Academy – Library
 - 2. \$300.00 – Flory Academy – STEM & Science
 - 3. \$100.00 – Flory Academy – Ms. Maki’s Classroom
 - The Blackbaud Giving Fund -
 - 1. \$40.00 - Flory Academy - Fast Account
 - Kroger -
 - 1. \$52.52 - Flory Academy - Fast Account
- k) Ratification of purchase orders and food service purchase orders in the total amount of \$727,118.11: series: B24-00232 - B24-00234; CO Series: CO24-00167 - CO24-00194; F Series: F24-00021 - F24-00030; P Series: P24-00689 - P24-00812; TP Series: TP24-0065 - TP24-0069.

BUILDING PROGRAM

PERSONNEL

14. PROPOSED NEW CLASSIFIED JOB DESCRIPTION – ACCOUNTING SPECIALIST – MOTION NO.67

A First Reading was held on the proposed new classified job description: Accounting Specialist. Following the First Reading and a motion by Nathan Sweet and second by Ute Van Dam, the Board unanimously waived the Second Reading and approved the proposed new job description as presented.

INSTRUCTION

15. WILLIAMS QUARTERLY REPORT DISCLOSURE

In accordance with Education Code Section 35186, school districts must provide quarterly reports to disclose any Williams Uniform Complaints filed for the period of October 2023 through December 2023. Attached is the Moorpark Unified School District’s January 2024 Quarterly Report on Williams Uniform Complaints, indicating that no complaints were filed with any school in the District during this quarter. This information is for public reporting purposes only; no Board action is required.

16. RESOLUTION – OBSERVATION OF BLACK HISTORY MONTH – MOTION NO.68

On a motion by Ute Van Dam and second by Amy Adams, the Board unanimously adopted Resolution No. 2023-2024-06, Recognition of Black History Month, February 2023.

BUSINESS

20. RESOLUTION – OBSERVATION OF THE HOLIDAY OF LINCOLN’S BIRTHDAY-
MOTION NO.69

On a motion by Ute Van Dam and second by Scott Dettorre, the Board unanimously approved Resolution No. 2023-2024-07, Observation of the Holiday of Lincoln’s Birthday.

21. INCREASE TO ADULT PAID MEAL PRICES – CHILD NUTRITION SERVICES –
MOTION NO. 70

Due to numerous price increases with food, supplies, labor, insurance, and benefits, the adult meal price should increase starting in the 2023-24 school year. Adult lunch pricing will increase by \$2.00 to \$6.00 per meal and adult breakfast pricing will increase by \$1.00 to \$4.00 per meal. On a motion by Scott Dettorre and second by Nathan Sweet, the Board unanimously approved the adult meal pricing increase to maintain program integrity and to ensure the fiscal solvency of the Child Nutrition Department.

22. REPLACEMENT OF THREE HVAC UNITS AT THE DISTRICT OFFICE – MOTION
NO.71

HVAC units typically have a 15-20 year life cycle if maintained property. The HVAC units at the District Office building have exceeded their expected lifespan. On a motion by Amy Adams and second by Scott Dettorre, the Board unanimously approved: 1) the replacement of three (3) HVAC units at the District Office; and 2) the proposal, following CUPPCCA guidelines, submitted by KNK Construction Corporation in the amount of \$30,043 for the replacement of the units.

23. REPLACEMENT OF THE HVAC UNIT AT WALNUT CANYON MULTIPURPOSE
ROOM – MOTION NO. 72

HVAC units typically have a 15-20 year life cycle if maintained property. The HVAC units at the Walnut Canyon School Multi-purpose room was manufactured in 1998 and has exceeded its expected lifespan. On a motion by Ute Van Dam and second by Nathan Sweet, the Board unanimously approved: 1) the replacement of the HVAC unit at the Walnut Canyon MPR; and 2) the proposal, following CUPPCCA guidelines, submitted by KNK Construction Corporation in the amount of \$49,198.20 for the replacement of the unit.

DISTRICT POLICIES

24. REVISIONS TO BOARD POLICY SERIES 3000 – MOTION NO. 73

District staff continues to review recommendations from CSBA regarding updates and minor changes to the Board Policies and Administrative Regulations. The referenced staff report summarizes the proposed changes and updates regarding the 3000 series. On a

motion by Nathan Sweet and second by Scott Dettorre, the Board unanimously approved the updates and changes referenced in the staff report as they apply to the 3000 series of the District's Board 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, February 13, 2024 at 5:30 PM at the District Office Board Room, 5297 Maureen Lane, Moorpark, California.

ADJOURNMENT - MOTION NO. 74

The Board recessed back to closed session at 6:22 PM. On a motion by Ute Van Dam and second by Amy Adams, the Board unanimously adjourned the regular meeting at 7:26 PM.

ROBERT PEREZ
BOARD PRESIDENT

SCOTT DETTORRE
CLERK OF THE BOARD

DR. KELLI HAYS
SECRETARY TO THE BOARD

1/16/24