

MOORPARK UNIFIED SCHOOL DISTRICT  
MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION  
Tuesday, February 13, 2024  
4:00 PM Closed Session  
5:30 PM Regular Meeting  
District Office Board Room  
5297 Maureen Lane  
Moorpark, California 93021  
Adopted 2/27/2024

1. CALL TO ORDER & ROLL CALL

Board President Perez called the closed session to order at 4:09 PM and the regular meeting to order at 5:34 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); California School Employees Association (CSEA) Chapter No. 498; and unrepresented employees
- b) *Public Employee Evaluation-Goals – District Superintendent*  
*Government Code section 54957*
- c) *Public Employee Discipline/Dismissal/Release – Government Code Section 54957*
- d) *Conference With Real Property Negotiations – Government Code Section 54956.8*  
Property: 5700 Condor Drive, Moorpark, CA 93021  
Agency Negotiator: Dr. Kelli Hays, District Negotiator  
Negotiating Parties: Dr. Kelli Hays, District Negotiator & Daniel Margolis  
Under Negotiation: Price and Terms

- e) *Anticipated Litigation – Government Code Section 54956(b)*  
Significant Exposure to Litigation (number of cases to be discussed = 1)

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 5:34 PM, recognized the presence of a Board quorum and announced that the Board took action in closed session to issue a notice of non-reelection to two (2) temporary certificated employees, pursuant to Education Code Section 44954, effective at the end of the 2023-2024 school year, and directed the Superintendent or designee to send out appropriate legal notices. The roll call vote was as follows: Ayes: 5; Nays: 0; Abstentions: 0.

5. PLEDGE OF ALLEGIANCE

Jennifer Silva led the Pledge of Allegiance.

6. REORDERING AND APPROVAL OF THE AGENDA – MOTION NO. 81

On a motion by Ute Van Dam and second by Amy Adams, the Board unanimously approved the agenda as presented.

7. APPROVAL OF MINUTES – MOTION NO. 82

On a motion by Scott Dettorre and second by Ute Van Dam, the Board unanimously approved the minutes of the January 16, 2024 Regular Meeting, January 24, 2024 Special Meeting and February 8, 2024 Special Meeting.

8. REPORT FROM STUDENT REPRESENTATIVES

- a) Jaimie Matyas, THS@MC Student representative, reported on the following: Valentine’s Winter Dance; Valentine’s spirit week; red, white and pink day; upcoming fundraiser at Punjab’s; March 2024 talent show and auction; and the upcoming anticipated receipt of college admissions letters in March.
- b) Emma Winters, MHS Student Representative, reported on the following: ASB activities; recent future freshman rally and future freshman night; road show to all of the middle schools; annual Valentine’s heart search on campus; and ASB merchandise design updates for the student store.

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) MUSD Update
- Dr. Hays announced that Moorpark USD has been recognized by the California School Public Relations Association and received the Award of Excellence (Moorpark USD's first day of School 2023) and the Award of Merit (Recruitment Video: MHS hiring for an ASL teacher), both prepared by Dan Wolowicz. Dr. Hays and the Board Members congratulated and thanked Mr. Wolowicz for his outstanding service to the Moorpark Unified School District.
- b) 2023-2024 MUSD LCAP Survey Results
- Dr. Wagneister, Melissa LaBelle and Jennifer Silva reviewed the survey results in a PowerPoint presentation that included: the top three ranked priorities for all parents, students and staff; responses regarding the use of Internet & Q Connection; use of Canvas; parent engagement; and the climate survey responses from parents, staff and students.

11. REPORT FROM DISTRICT BOARD MEMBERS

(Resolutions/Commendations, Correspondence, Committee Reports)

Ute Van Dam reported on the following: January 2024 VCSBA dinner meeting; February 3<sup>rd</sup> Groundhog Day run; February 4<sup>th</sup> *Wizard of Oz* production at the High Street Theater; recent Chamber of Commerce mixer at Lucky Strike; and the recent special board meetings.

Nathan Sweet reported that he attended the January 2024 VCSBA dinner meeting that included budget topics.

Amy Adams reported on the following: January 2024 VCSBA dinner meeting (very informative); Future Freshman Night at MHS; MEF and Chamber of Commerce Mixer at Lucky Strike; and the Groundhog Day Run.

Scott Dettorre reported on the following: January 2024 VCSBA dinner meeting; Future Freshman Night at MHS: Groundhog Day Run; MEF and Chamber of Commerce Mixer at Lucky Strike; and the recent MHS boys and girls soccer games.

Robert Perez reported on the following: January 2024 VCSBA dinner meeting; January 19<sup>th</sup> STEAM Lab ribbon cutting at Mountain Meadows School; judging at the January 24<sup>th</sup> CMS science fair (Rube Goldberg contest); January 25<sup>th</sup> Flory STEM night; January 27<sup>th</sup> tamale contest and Lucky Strike grand opening; February 3<sup>rd</sup> *Dancing with the Stars* program at MHS; Future Freshman Night at MHS; Chamber of Commerce Mixer at Lucky Strike; MHS varsity baseball game; and the Groundhog Day Run.

12. BOARD ITEMS FOR ACTION/DISCUSSION

- a) CSBA DELEGATE ASSEMBLY – MOTION NO. 83  
Board elections for the CSBA Delegate Assembly are being conducted and ballots must be postmarked on or before March 15, 2024. There are four (4) vacancies in

Sub-Region 11B (Ventura County). Darlene Bruno (Hueneme ESD); Lauren Gill (Conejo Valley USD); Mary Ann Rodriguez (Oxnard SD); and Daniel Sandoval (Santa Paula USD) are noted on the ballot. On a motion by Ute Van Dam and second by Scott Dettorre, the Board unanimously agreed to submit the ballot in support of all four candidates listed on the ballot for Sub-Region 11B (Ventura County).

13. CONSENT-ACTION – MOTION NO. 84

On a motion by Scott Dettorre and second by Nathan Sweet, the Board unanimously approved the following consent action items by a roll call vote:

- a) Classified Employment Report No. 2-13-24-08
- b) Certificated Employment Report No. 1-13-24-07
- c) Revisions to BP 4026, Rates of Pa for Non-Represented Employees
- d) Payment of referenced stipends
- e) Professional Nursing Student Education Agreement between the District and VCCCD
- f) Payment of stipends
- g) Acceptance of donations:
  - 1. See's Candy Shops, Inc.-
    - o \$518.53- HSMC - Prom, Grad, Bash & Graduation
  - 2. Charities Aid Foundation America
    - o \$100.00 - Peach Hill - School Supplies
- h) Student overnight trips: a) MHS Wrestling Team, Norwalk, CA – February 9-10, 2024; b) MHS Wrestling Team, Palm Springs, CA – February 15-16, 2024
- i) Agreements for services: 2023-2024
  - 1. Ventura County Office of Education - 2023-24 - total cost \$110,250.00
  - 2. Ventura County Office of Education - 2023-24 - total cost \$77,000.00
  - 3. Ventura County Office of Education - 2023-24 - total cost \$77,200.00
  - 4. ABA Network - 2023-24 - total cost \$47,079.76
  - 5. ABA Network - 2023-24 - total cost \$40,566.29
- j) Warrants issued through January 31, 2024
- k) Ratification of purchase orders and food service purchase orders in the total amount of \$1,532,007.80 B Series: B24-00235-B24-00249; CO Series: CO24-00195-CO24-00219; F Series: F24-00026-F24-00032; P Series: P24-00140; P24-00681-P24-00922; TB Series: TB24-00005-TB24-00007; TP Series: TP24-00050-TP24-00076.

BUILDING PROGRAM

PERSONNEL

14. AB 1200 DISCLOSURE

In accordance with AB 1200, school districts are required to disclose the provisions of collective bargaining unit agreements, including increases in compensation and future costs, prior to ratification by the Board of Education. The referenced Disclosure of

Collective Bargaining Agreement outlines the costs of salary increases for Moorpark Educators Association (MEA), California School Employees Association (CSEA), Chapter No. 498; confidential employees, management employees and the Assistant Superintendents and Superintendent along with the sources of funding for the proposed payments. The Disclosure of Collective Bargaining Unit Agreement has been submitted to the Ventura County Office of Education for the required ten-day review and has been accepted.

15. TENTATIVE AGREEMENT BETWEEN THE DISTRICT AND CSEA CHAPTER 498 – MOTION NO. 85

On a motion by Ute Van Dam and second by Amy Adams, the Board unanimously approved the referenced Tentative Agreement between the District and the California School Employees Association, Chapter 498 for the 2023-2024 school year, including the following:

- On-schedule increase of 5% to the classified salary schedule, including anniversary increments, retroactive to July 1, 2023;
- Various classified salary schedule adjustments, as referenced on the attached document;
- Revisions to Classified Salary Schedule, as noted on attachment;
- Changes to Article XV, Salaries: Salary verification & correction; and
- Minor modifications to the following job descriptions:
  - 1) Child Nutrition Operations Assistant;
  - 2) Bus Driver; and
  - 3) Transportation Driver

16. TENTATIVE AGREEMENT BETWEEN THE DISTRICT AND THE MOORPARK EDUCATORS ASSOCIATION – MOTION NO. 86

On a motion by Nathan Sweet and second by Amy Adams, the Board unanimously approved the Tentative Agreement between the District and the Moorpark Educators Association, including the following:

**Retroactive to July 1, 2023:**

- On-schedule increase of 4.5% to the certificated and counselor salary schedules, including anniversary increments.
- The modification of the certificated salary schedule for teachers who exclusively hold a CTE credential with the following salary placement and Class definition modifications:
  - o Class II: CTE Credential and Industry Experience
  - o Class III: CTE Credential and BS or BA
  - o Class IV: CTE Credential, BS or BA, +30 Units
  - o Class V: CTE Credential, BS or BA, +45 Units or MA
  - o Class VI: CTE Credential, BA or BS, +60 Units or MA +15 Units
  - o Semester units in Class IV must be subsequent to BA or BS degree and be in upper division or graduate level courses. Maximum amount of previous teaching

experience granted for salary placement shall be ten (10) years of verified full-time experience requiring certification or eligible for CTE hours or one year of experience on the salary schedule shall be granted for every three (3) years of industry experience. Units must be in area of Industry Sector to be eligible for salary advancement.

- Modifications to the coaching stipend schedule to add two additional steps recognizing years of experience coaching a specific sport at a CIF sanctioned institution or for coaching another sport offered by Moorpark High School.
  - o Step 1: current stipend amounts for coaches with 0-3 years of coaching experience;
  - o Step 2: 10% increase from Step 1 for coaches with 4-6 years of coaching experience;
  - o Step 3: 10% increase from Step 2 for coaches with 7 or more years of coaching experience;
  - o An additional Postseason Stipend of \$150/week for coaches whose team reaches the playoffs – maximum of four (4) weeks.

**Beginning January 1, 2024:**

- 4% increase to Academic Stipends
- Increase to the annual Special Education Stipend from \$1083 to \$2,000;
- Increase to the annual Bilingual Stipend from \$500 to \$1,000;

**Beginning June 1, 2024:**

- Summer School instructional rate increase from \$35/hour to \$65/hour.

**Beginning July 1, 2024:**

- Elimination of Class 1A and Class 1B from the Certificated Salary Schedule. Interns shall remain on Class II, Step 1 until preliminary credential is granted. Year one (1) of probationary or temporary status shall be Step 1.

17. SALARY INCREASE – CONFIDENTIAL EMPLOYEES – MOTION NO. 87

On a motion by Ute Van Dam and second by Scott Dettorre, the Board unanimously approved the proposed salary increase for all confidential employees as noted below:

- An on-schedule increase of 4% to the confidential salary schedule, including longevity, retroactive to July 1, 2023
- An additional column on the salary schedule beginning with the 2024-2025 school year

18. SALARY INCREASE FOR ALL CLASSIFIED AND CERTIFICATED MANAGEMENT EMPLOYEES – MOTION NO. 88

On a motion by Amy Adams and second by Nathan Sweet, the Board unanimously approved the proposed salary increase for all classified and certificated management employees as noted below:

- An on-schedule increase of 4% to the classified and certificated management salary schedule, including longevity, retroactive to July 1, 2023
- An additional column(s) on the salary schedule beginning with the 2024-2025 school year, for those positions significantly below the mean compared to unified districts in the area

19. THIRD AMENDMENT TO ASSISTANT SUPERINTENDENT CONTRACTS – MOTION NO. 89

On a motion by Amy Adams and second by Ute Van Dam, the Board unanimously approved the Third Amendment to the Assistant Superintendents Employment Contracts for: Lynn David, Dr. M. Cathrine Lasure, and Dr. Jane Wagneister, as follows:

- Contract extension until June 30, 2027
- An increase of 4% to the base salary earnings, including longevity, in alignment with the proposed increase for all management employees, retroactive to July 1, 2024
- Step increase of 3% to the base salary for 2024-2025, 2025-2026 and 2026-2027 school years, having met or exceed evaluation goals

20. FIFTH AMENDMENT TO SUPERINTENDENT EMPLOYMENT CONTRACT- MOTION NO. 90

On a motion by Nathan Sweet and second by Scott Dettorre, the Board unanimously approved the Fifth Amendment to the employment agreement with Kelli J. Hays, Ed.D., as follows:

- Contract extension until June 30, 2028
- Salary: \$270,000
- Longevity, in alignment with the proposed increases for all management employees, retroactive to July 1, 2023
- Step increase of 3% to the base salary for 2024-2025, 2025-2026, and 2026-2027 school years, having met or exceeded evaluation goals

Board President Perez and the Board Members stated that neighboring school districts are currently conducting searches for new superintendents with salaries starting at \$290,000, yielding no applicants. Superintendent positions are not easy to retain given the current environment, and research indicates that consistent, effective leadership is a hallmark of successful school districts. The current salary increase for the administrative team, specifically the Superintendent, is still comparatively lower, and the Board is grateful for the time, service and dedication in continuing their service to Moorpark USD.

21. NEW JOB DESCRIPTION – CHIEF TECHNOLOGY OFFICER – MOTION NO. 91

A First Reading was held on the proposed new job description: Chief Technology Officer. Following the First Reading and on a motion by Amy Adams and second by Ute Van Dam, the Board unanimously waived the Second Reading and approved the job description as presented.

## INSTRUCTION

### 22. SCHOOL ACCOUNTABILITY REPORT CARDS

The 2022-2023 School Accountability Report Cards (SARCs) are completed and were posted on the District's website on February 1, 2024 as mandated by law. Additionally, and in accordance with the Education Code, the District notified parents that the SARCs were available for review. This item is for public reporting purposes only, no Board action is required.

### 23. ADOPTION OF NEW K-5 SCIENCE INSTRUCTIONAL MATERIALS– MOTION NO. 92

On a motion by Scott Dettorre and second by Nathan Sweet, the Board unanimously adopted the following new K-5 science instructional materials as recommended by the K-5 science adoption committee: **Bring Science Alive! By Teachers' Curriculum Institute (TCI)**. Additional information regarding the materials is noted below:

**Science Instructional Materials Adoption for Kindergarten - Grade 5:** The California State Board of Education adopted the Next Generation Science Standards (NGSS) in 2013. A MUSD science adoption committee was formed in the Fall of 2022 and included K-5 teachers from each of the elementary school sites including Campus Canyon. This committee attended seventeen meetings and invested over forty-six hours to analyze and evaluate eleven publishers using tools and rubrics from the CA Toolkit for Instructional Materials Adoption Evaluation (TIME) approved by the California County Superintendents and Curricular & Improvement Support Committee. During the pilot process the committee implemented lessons and analyzed student work. The District hosted two public review meetings for parents to review the recommended instructional materials on December 14 and 15.

## BUSINESS

### 24. INSPECTOR OF RECORD FOR DISTRICTWIDE SOLAR CONSTRUCTION PROJECTS - MOTION NO. 93

Construction inspection is essential for a successful project delivery ensuring that the solar contractor delivers services that meet industry standards for accuracy, quality, and to keep construction work on time and within budget. Districts are required by DSA to hire an IOR for all construction projects.

Staff recommends proceeding with Vernier Construction Services, Inc. as the IOR due to their familiarity with our district. Their combination of knowledge and proven track record with prior district projects indicates that Vernier Construction Services, Inc. best meets the needs of the district to seamlessly navigate the solar construction project.

Vernier Construction Services, Inc. will provide full time inspection services for all aspects of the solar construction projects and will verify that the requirements of the DSA approved plans are executed according to the design specifications and all applicable



building codes. All expenses for the IOR services will be reimbursed per the agreement with Luminace Solar.

On a motion by Ute Van Dam and second by Amy Adams, the Board unanimously approved the proposal for the inspector of record (IOR) services with Vernier Construction Services, Inc.

25. LABORATORY OF RECORD FOR DISTRICTWIDE SOLAR CONSTRUCTION PROJECTS – MOTION NO. 94

Lab testing on material samples such as soil, asphalt, aggregate, concrete, and masonry taken from the field site is a reliable method to provide detailed analysis on the materials, ensuring that the materials on a job site will not cause any project-related issues. Districts are required by DSA to hire a LOR for all construction projects.

Staff recommends proceeding with NV5 as our LOR to provide materials testing and in-plant inspection services for the solar construction project at Mesa Verde Middle School.

Total LOR fees for the solar construction project at Mesa Verde Middle School are \$32,887. All expenses are reimbursable by Luminace, the solar contractor, ensuring no budgetary impact to MUSD.

On a motion by Nathan Sweet and second by Scott Dettorre, the Board unanimously approved the proposal for the laboratory of record (LOR) services with Vernier Construction Services, Inc.

DISTRICT POLICIES

26. REVISIONS TO BOARD POLICY SERIES 5000 and 6000 – MOTION NO. 95

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 5000 and 6000 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 5000 and 6000 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 27, 2024 at 5:30 PM at the District Office Board Room, 5297 Maureen Lane, Moorpark, California.

ADJOURNMENT - MOTION NO. 96

On a motion by Ute Van Dam and second by Nathan Sweet, the Board unanimously adjourned the regular meeting at 6:35 PM.

---

ROBERT PEREZ  
BOARD PRESIDENT

---

SCOTT DETTORRE  
CLERK OF THE BOARD

---

DR. KELLI HAYS  
SECRETARY TO THE BOARD

2/13/24