



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, May 21, 2025

MINUTES

1. OPEN SESSION

A. Call the Meeting to Order

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

Board Members present: Board President Lisa Powell, Board Vice President Karen Sylvester, Board Trustees Lauren Gill and Cindy Goldberg, and Student Board Trustee Aidan Light. Board Clerk Bill Gorback was absent.

- Administration present: Dr. Mark McLaughlin, Superintendent; Dr. Victor Hayek, Deputy Superintendent, Business Services; Kenneth Loo, Assistant Superintendent, Instructional and Student Services; and Shauna Ashmore, Assistant Superintendent, Human Resources.

B. Pledge of Allegiance

C. Open Session Procedures

D. Approval of the Agenda

Trustee Goldberg made the motion to approve the agenda as submitted, seconded by Trustee Sylvester. There was no board discussion on this agenda item. **Motion carried: 4-0, with a preferential “yes” vote from Trustee Light.**

E. Student Recognitions

The Board of Education and District staff honored the following students for their academic and athletic achievements:

- **2024-2025 Indian Education Students of the Year, Graduating Class of 2025, Youth Representative to the Parent Committee, and support staff member**
- **2024-2025 Unified Sports Athletes, Partners, and Support Staff**

Staff from Unified Champion Schools - Aspen Elementary, Madrona Academy of the Arts and Sciences, Maple Elementary, and Conejo Oaks Academy - shared information about their Unified Sports programs.

F. Reports for Student Reporters and Introduction of Next Year's Reporters

Student reporters introduced next year's reporters and reported on the following events and activities: school goals to increase parent engagement, campus active threat drills, graduation and promotion preparation, senior and end of year activities, student assessments and AP testing, spring activities at their respective sites, Classified Employee and Teacher Appreciation Weeks, Asian American, Native Hawaiian, and Pacific Islander Heritage Month; open house events, Grad Night events, prom; theater, band, and choir performances; Special Olympics, Conejo Valley Days Parade participation, ASB officer elections, NPHS annual boat races, college acceptances, and finale rallies.

G. Report from Student Organization – Student District Advisory Committee (SDAC)

Student Board Trustee and SDAC Chairperson Aidan Light, along with SDAC Vice President Finn Kearns, provided an overview of SDAC's work over the past year. Trustee Light highlighted key accomplishments, including a focus on campus culture, attendance, and student engagement through subcommittee efforts, a review of the four main subcommittee goals, and a month-by-month summary of discussion topics, some of which included SDAC bylaw amendments, the district's cell phone policy and equity resolution, TO Transit, Rise with the Rams program, dual enrollment, implications of artificial intelligence, the district's response to immigration enforcement, and the process to swear-in student trustees.

Vice President Finn Kearns shared a forward-looking perspective, expressing appreciation to Aidan Light for his leadership and outlining future goals for SDAC, which included maintaining consistent subcommittee discussions, improving SDAC accessibility and publicity, developing more productive agendas, and providing training for SDAC members.

H. Comments – Public

President Powell announced that there were six (6) public comment requests submitted, and each speaker received three (3) minutes to speak.

2. ACTION ITEMS – GENERAL

A. Business Services - MEASURE I - Accept the 2024-25 Annual Report by the Bond Oversight Committee

Trustee Goldberg made the motion to approve, seconded by Trustee Sylvester. Measure I Committee Chairperson Drew Pletcher presented the 2024-2025 Measure I Annual Report, which included background information on Measure I, a summary of committee responsibilities, the meeting schedule, bond ballot language, committee highlights, an overview of bond capital and technology, the bond schedule, expenditure summaries by site and category, contingency allocations, technology device options, program management, and project updates. Trustee Sylvester noted that the board had discussed the timing and feasibility of a future bond during their May 19, 2025 goals meeting. There was no further board discussion. **Motion carried: 4-0, with a preferential "yes" vote from Trustee Light.**

B. Adoption of Annual Resolution #24/25-47: In Support of Pride Month

Trustee Sylvester made the motion to approve, seconded by Trustee Goldberg. There was no board discussion on this agenda item. **Motion carried: 4-0, with a preferential “yes” vote from Trustee Light.**

C. Adoption of Annual Resolution #24/25-48: Juneteenth Independence Day

Trustee Gill made the motion to approve, seconded by Trustee Light. There was no board discussion on this agenda item. **Motion carried: 4-0, with a preferential “yes” vote from Trustee Light.**

3. ACTION ITEMS – CONSENT

Trustee Goldberg made the motion to approve the Consent Agenda as submitted, seconded by Trustee Sylvester. There was no board discussion on this agenda item. **Motion carried: 4-0, with a preferential “yes” vote from Trustee Light.**

CONSENT AGENDA ITEMS:

- A. Board of Education - Approval of Minutes**
- B. Board of Education - Approval of Amendments to Board Bylaw 9150 - Student Board Members**
- C. Human Resources - Personnel Assignment Orders**
- D. Instructional Services - Approval of Contracts Under \$5,000**
- E. Instructional Services - Approval of Renewal Contract - Document Tracking Services, LLC – DEC**
- F. Instructional Services - Approval of Renewal Contract - ESGI, LLC – DEC**
- G. Instructional Services - Approval of Renewal Contract with Conejo Recreation and Park District (CRPD) for the Acacia Magnet School for Enriched Learning ELOP Program**
- H. Instructional Services - Approval of 2025-2026 Renewal Contract - Discovery Education, Inc. (Mystery Science)**
- I. Instructional Services - Overnight Trip Request - Westlake High School Girls Basketball Tournament**
- J. Instructional Services - Overnight Trip Request for Thousand Oaks High School Cross Country Team**
- K. Instructional Services - Approval of the Renewal Contract with Grand Stand LLC for Newbury Park High School**
- L. Instructional Services - Approval of Renewal Contract with Darvik Productions for Newbury Park High School**
- M. Instructional Services - Approval of the Renewal Contract with Scott Backovich Communications for Newbury Park, Thousand Oaks, and Westlake High Schools**
- N. Instructional Services - Approval of New Contract with Kuder, Inc. for Westlake Elementary School**
- O. Business Services - Notices of Completion - Measure I**
- P. Business Services - Disposal of Surplus and Obsolete Equipment**
- Q. Business Services - Approval of Purchase Order Report (POs exceeding \$5,000)**
- R. Business Services - Ratification of Purchase Order Report (POs under \$5,000)**

- S. Business Services - Approval of Transfer of Funds - April 2025
- T. Business Services - Ratification of Warrants - April 2025
- U. Business Services - Approval of Child Care Contracts and Amendments for End-of-Year Events
- V. Business Services - Approval of 2025-2026 Facilities Agreement with BRIDGES Charter School
- W. Business Services - 2025-2026 Facilities Agreement with MATES Charter School
- X. Business Services - Approval of Amendments to Board Policy and Administrative Regulation 3580 - District Records
- Y. Business Services - Maintenance & Operations Department - Approval of Pape Material Handling Contract for 2024-2025
- Z. Business Services - Approval of the 2025-2026 Stop Loss Renewal Agreement with Berkshire Hathaway Specialty Insurance
- AA. Business Services - Approval of Contract with Biomedical Waste Disposal for Conejo Valley Adult Education

4. INFORMATION/DISCUSSION ITEMS – GENERAL

A. Student Services – Presentation: BreakThrough Program

BreakThrough Counselors Rebecca Cook, Brenda Rachels, and Alex Buenrostro provided an overview of the BreakThrough Program, which included the program's approach, history, intervention models and support, 2024-2025 program data and referrals by grade span, available community resources, parent/guardian workshops, student support groups, local program recognitions, and a parent and student testimonial. Staff responded to a board member's question regarding the program's ability to meet the demand for services.

B. Student Services – Presentation: Paraeducator Professional Development, Hiring, and Positive Performance

Paraeducator Supervisor Meredith Bush provided an overview of the district's paraeducator program, highlighting the position description and tier structure, program data, recruitment and hiring practices, professional development, evaluation and advancement opportunities, and systems of support and recognition. Dr. McLaughlin clarified the difference between a district hire and an agency hire.

C. Instructional Services – Presentation and Discussion of Instructional Materials Adoptions for 2025-2026

Mr. Loo provided a summary of the proposals for new instructional materials for the 2025-26 school year, which included a review of Board Policy 6161.1, process and timeline for prior and proposed materials adoptions for Math, History/Social Science, and English Language Development, estimated costs, and next steps. Mr. Loo responded to questions from board members regarding rollout options for expanding AP World History to additional schools, the availability of hardcopy materials, digital preview options, and the status of the Statistics curriculum update.

D. Instructional and Student Services – Instructional Continuity Learning Plan

Mr. Loo provided an overview of the Instructional Continuity Learning Plan, which included background on Senate Bill 153 and its requirement for districts to adopt learning continuity plans in the event of natural disasters or emergencies, incorporation of the plan into existing school safety plans, and the development of the plan based on collaboration with staff and experience with recent local wildfires. Dr. McLaughlin noted that the district collaborated with bargaining units in developing the plan, explained that it addresses scenarios ranging from multiple days to extended periods of time, and stated that follow-up conversations will be held with bargaining units to gather feedback prior to board adoption.

E. Board of Education – CVUSD Governance Handbook

Trustees Powell and Sylvester explained the process for updating the Governance Handbook, which outlines best practices, trustee norms, and the role of the board to support effective governance. The current version incorporates revisions based on board feedback from a previous meeting on board protocols and consistency. The board reached consensus on minor changes, including corrections, the addition of the student trustee signature on the signature page, and edits to language indicating the handbook will be reviewed as needed rather than annually. The board also reached consensus to direct staff to develop plans to communicate the revised mission statement.

F. Board Committee Reports

There were no committee reports provided by board members.

G. Comments – Board of Education

Board members provided comments.

H. Comments – Superintendent

Dr. McLaughlin provided comments.

6. ADJOURNMENT

A. Future Board Topics / Activities

Board members added the following topics for discussion at future board meetings:

- Summary Report for Measure I (Date TBD)

B. Adjournment

President Powell adjourned the Open Session at 9:19 p.m. The next regularly scheduled board meeting will be Wednesday, June 4, 2025, 6:00 p.m. - Open Session, at Conejo Valley High School in the CVUSD Board Room, 1402 E. Janss Road, Thousand Oaks.

August 13, 2025

Date



Board Clerk

August 13, 2025

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 – Watch Meetings Live* at the following link:

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