

MOORPARK UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
Monday, July 7, 2025
4:30 PM Closed Session
5:30 PM Regular Meeting
District Office Board Room
5297 Maureen Lane
Moorpark, California 93021
Adopted 8/5/2025

1. CALL TO ORDER

Board President Adams called the closed session to order at 4:34 PM and the regular meeting to order at 5:33 PM

PRESENT: Board President Amy Adams and Board Members Dan Burchfield and Nathan Sweet

OTHERS PRESENT: Dr. Kelli Hays, District Superintendent; Dr. Jane Wagneister, Assistant Superintendent for Business Services; and Juan Pablo Herrera, Assistant Superintendent for Business Services

ABSENT: Board Members Robert Perez and Ute Van Dam

2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

Board President Adams called for comments from the public regarding the closed session items. There were no comments.

3. CLOSED SESSION

a) *Public Employee Discipline/Dismissal/Release – 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 Adams reconvened the meeting to open session at 5:33 PM, recognized the presence of a Board quorum and made the following statement: The Board voted to accept the resignation of a certificated employee in exchange for a release and reassignment to an assistant principal on special assignment position through the effective date of the employee's resignation.

5. PLEDGE OF ALLEGIANCE

6. REORDERING AND APPROVAL OF THE AGENDA – MOTION NO. 1

On a motion by Nathan Sweet and second by Dan Burchfield, the Board approved the agenda as presented.

7. PUBLIC COMMENT

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

8. REPORT FROM SUPERINTENDENT

9. REPORT FROM DISTRICT BOARD MEMBERS

No reports.

10. CONSENT-ACTION – MOTION NO. 2

On a motion by Dan Burchfield and second by Nathan Sweet, the Board approved the following consent action item by a roll call vote:

- a) Classified Employment Report No. 07-07-25-01

BUILDING PROGRAM

PERSONNEL

INSTRUCTION

BUSINESS

11. APPROVAL OF RESOLUTION: LEASE OF A PORTION OF REAL PROPERTY LOCATED AT 5297 MAUREEN LANE AND REFERENCED AS 5301 MAUREEN LANE AND LEASE AGREEMENT WITH SCHWABE BOOKS, INC. - MOTION NO. 3

The Moorpark Unified School District is the owner of real property located at 5297 Maureen Lane, Moorpark, California, 93021. A portion of the real property, referenced as 5301 Maureen Lane, Moorpark, California, 93021, meets the definition of "exempt surplus land" pursuant to Government Code section 54221(f)(1)(I).

On a motion by Nathan Sweet and second by Dan Burchfield, the Board approved Resolution No. 2025-2026-01 and the Lease Agreement between Moorpark Unified School District and Schwabe Books, Inc.

The lease terms are 3 years + 1 month. The base rent is \$11,500 per month, with an annual 4% increase. The tenant is responsible for utilities, insurance and basic maintenance. Rent is due the 1st of the month. A 10% late fee is assessed if not received

by the 5th of each month. The lease provides rent abatement in month 2 (no rent), and the tenant has asked for early occupancy of 2 weeks, which can be added to the lease if approved. The lease agreement does not reflect dual agency representation.

Projected Unrestricted Revenue:

Year 1: \$126,500 (rent abatement in month 2)

Year 2: \$143,520

Year 3: \$149,260

A revised attachment was posted on July 7, 2025 at 3:27pm. The lease commencement date has been updated to August 1, 2025, and the "draft" watermark has been removed.

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, August 5, 2025 at 5:30 PM at the District Office Board Room, 5297 Maureen Lane, Moorpark, California.

ADJOURNMENT - MOTION NO. 4

On a motion by Dan Burchfield and second by Nathan Sweet, the Board adjourned the regular meeting at 5:38 PM.

AMY ADAMS
BOARD PRESIDENT

NATHAN SWEET
CLERK OF THE BOARD

DR. KELLI HAYS
SECRETARY TO THE BOARD

7/7/25