



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, September 3, 2025

MINUTES

1. CLOSED SESSION

A. Comments – Public

President Powell announced that there were no public comment requests submitted, and the Board convened into Closed Session at 5:30 p.m. where the following item was discussed:

B. Public Employee Discipline/Dismissal/Release, Pursuant to Government Code Section 54957

Closed Session at 5:50 p.m.

2. 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 Clerk Bill Gorback, Board Trustees Lauren Gill and Cindy Goldberg, and Student Board Trustee Finneas Kerns.

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. Announcements from Closed Session and Open Session Procedures

President Powell announced that the following item was discussed in Closed Session:

B. Public Employee Discipline/Dismissal/Release, Pursuant to Government Code Section 54957

President Powell stated that with regard to Agenda Item 1B, there is no announcement at this time pursuant to Government Code Section 54957.1, subdivision (a)(5).

D. Approval of the Agenda

Trustee Sylvester made the motion to approve the agenda as submitted, seconded by Trustee Gorback. There was no board discussion on this agenda item. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Kerns.**

E. Weathersfield K-Kids – Relay for Life

Teacher Cristy Warner and students from the Weathersfield K-Kids Service Leadership Program and the Los Cerritos Middle School Builders Club presented information on the upcoming Relay for Life cancer fundraising event.

F. Reports from Student Reporters

Century Academy: Celena Smith

Conejo Valley High School: Angeleen Pinn

Newbury Park High School: Darwin Rowland (absent)

Thousand Oaks High School: Kayden Studebaker (absent)

Westlake High School: Fiona Mercer

Students reported on: new student orientation activities, student success seminars, fundraisers, rallies and assemblies, student lunchtime activities, food and clothing drives, community partnership opportunities, student leadership training, activities in support of National Hispanic Heritage Month and Attendance Awareness Week, Donut Holes for Goals event with the Thousand Oaks Police Department, senior traditions, back to school nights, homecoming, new art and music programs supported by funding initiatives, and appreciation for all district staff who worked to prepare the campuses for the start of school.

G. Comments – Public

President Powell announced that there were four (4) public comment requests submitted, and each speaker received three (3) minutes to speak. Dr. McLaughlin responded to public comments, clarifying that season and game scheduling decisions are made collaboratively by district staff and school sites, not the Board of Education, and noted that the feedback provided will be reviewed before final decisions are made and communicated.

3. ACTION ITEMS – GENERAL

A. Student Services – Adoption of Resolution #25/26-04 in Support of National Bullying Prevention Month

Trustee Goldberg made the motion to approve, seconded by Trustee Gorback. Board members commented on this year’s theme and emphasized the importance of addressing bullying prevention throughout the year with ongoing programs and projects. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Kerns.**

B. Student Services – Adoption of Resolution #25/26-05 in Support of Unity Day

Trustee Sylvester made the motion to approve, seconded by Trustee Kerns. There was no board discussion on this agenda item. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Kerns.**

C. Instructional Services – Adoption of Resolution #25/26-06 in Support of High School Voter Education Weeks

Trustee Gill made the motion to approve, seconded by Trustee Goldberg. Board members emphasized the importance of voter education and encouraging students to pre-register.

Motion carried: 5-0, with a preferential “yes” vote from Trustee Kerns.

D. Instructional Services – Public Hearing: Resolution #25/26-07 – Pupil Textbook and Instructional Materials

President Powell opened and closed the Public Hearing at 6:44 p.m., noting that no public comment requests were submitted. There was no board discussion on this agenda item.

E. Business Services – Approval of 2024-2025 Unaudited Actual Financial Report

Trustee Sylvester made the motion to approve, seconded by Trustee Goldberg. Dr. Hayek presented an executive summary of the district’s 2024-2025 year-end financial performance, highlighting the budget cycle and reporting, key insights and takeaways, revenue and expense summary, ending fund balances, a three-year budget adjustment plan, the upcoming first interim report for 2025-2026, and recognition of the district’s Certificate of Excellence in Financial Reporting for the 2023-2024 school year. Dr. Hayek responded to a board member’s questions regarding a clarification on the definition of classroom compensation and highlighting any positive financial developments. Dr. McLaughlin noted that administrative positions were reduced before considering eliminations at other levels. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Kerns.**

F. Business Services – Approval of Lease/Agreement with Oaks Christian School for the Real Property Located at 975 Evenstar Avenue, Westlake Village, CA 91361

Trustee Sylvester made the motion to approve, seconded by Trustee Goldberg. President Powell thanked district staff for incorporating the additional language requested by the Board, and Dr. McLaughlin noted that approval of this agenda item would allow the district to reallocate funds from the 975 Evenstar Avenue site to support the refurbishment of the three comprehensive high school tracks and fields. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Kerns.**

4. ACTION ITEMS – CONSENT

Trustee Gorback made the motion to approve the Consent Agenda as submitted, seconded by Trustee Goldberg. There was no board discussion on this agenda item. **Motion carried: 5-0, with a preferential “yes” vote from Trustee Kerns.**

CONSENT AGENDA ITEMS:

A. Board of Education - Approval of Minutes

B. Board of Education - Approval of Amendments to Board Bylaw 9011 - Disclosure of Confidential/Privileged Information

C. Board of Education - Approval of Amendments to Board Bylaw 9012 - Board Member Electronic Communications

- D. Human Resources - Personnel Assignment Orders**
- E. Human Resources - Approval of Amendments to Board Policy 4131.1 - Teacher Support and Guidance**
- F. Instructional Services - Approval of Contracts Under \$5,000**
- G. Instructional Services - Approval of Renewal Contract - Instructure, Inc. (Mastery Connect) – DEC**
- H. Instructional Services - Approval of New Contract with Craig Newton at Sycamore Canyon Elementary**
- I. Instructional Services - Approval of Renewal Contract with Craig Newton at Banyan Elementary**
- J. Instructional Services - Approval of Renewal Contract with Fulcrum Learning Systems, Inc.**
- K. Instructional and Student Services - Approval of Amendments to Board Policy and Administrative Regulation 0460 - Local Control and Accountability Plan**
- L. Instructional Services - Approval of Renewal Contract for Secural Security Corp. with Newbury Park High School**
- M. Instructional Services - Approval of Renewal Contract for Music Matterz, Inc., for Westlake High School**
- N. Student Services - Approval of Contracts Under \$5,000**
- O. Student Services - Approval of Contracts for Residential Treatment Center Placement**
- P. Business Services - Disposal of Surplus and Obsolete Equipment**
- Q. Business Services - Approval of Purchase Order Report (POs exceeding \$5,000)**
- R. Business Services - Notices of Completion**
- S. Business Services - Change Order 1: Play Equipment Installation and Site Work Project – Walnut ES – R.E. Schultz Construction, Inc.**
- T. Business Services - Change Order 1: Roof and Gutter Replacement – Madrona Academy – Chapman Coast Roof Co., Inc.**
- U. Business Services - Approval of Resolution #25/26-03: Establishing the Gann Appropriations Limit for 2025-2026**
- V. Business Services - Maintenance & Operations Department - Ratification of Jeffrey D. Lee, dba Technology Artists Contract for 2024-2025**
- W. Business Services - Ratification of Agreement with Raptor Technologies**
- X. Business Services - Ratification of Contract Renewal for Privacy Services with California IT in Education**
- Y. Business Services - Approval of a Professional Services Agreement with CBRE, Inc.**
- Z. Business Services - Reject all Bids Received for RFB #2025-14 for Child Nutrition Food Delivery Vehicles**
- AA. Business Services - Approval of Amendment to Administrative Regulation 3512 – Equipment**
- BB. Business Services - Approval of Amendment to Administrative Regulation 3542 - School Bus Drivers and Board Policy and Administrative Regulation 4112.42 - Drug and Alcohol Testing for School Bus Drivers**

5. INFORMATION/DISCUSSION ITEMS – GENERAL

A. Board of Education – Discussion of Board Bylaw 224 – Oath or Affirmation

Dr. McLaughlin explained that the proposed revisions are standard Gamut updates made for accuracy and consistency, with the addition of district language relating to the student board member. There was no board discussion on this agenda item.

B. Board of Education – Discussion of Board Policy, Administrative Regulation, and New Exhibit 1113 – District and School Websites

Dr. McLaughlin responded to a board member's question about whether Board Policy 1325 – Advertising and Promotion should be revised for alignment and if the district is meeting the accessibility requirements outlined in the revision.

C. Business Services – Discussion of Board Policy and Administrative Regulation 0450 – Comprehensive Safety Plan

Dr. Hayek explained that the proposed revisions include legal updates to the requirements for school site safety plans and noted that the revisions will return for board approval after the plans are updated and reviewed by School Site Councils. Dr. Hayek responded to a board member's question about whether laws requiring community input in the school safety plan process are new for school sites.

D. Human Resources – Discussion of Board Policy and Administrative Regulation 4030 – Nondiscrimination in Employment

Mrs. Ashmore explained that the proposed revisions clarify that a driver's license may only be required if it is essential to the job and that content on sex discrimination is included to consolidate all discrimination-related material in one section.

E. Board Committee Reports

President Powell shared an update on the Conejo Coalition for Youth and Families' upcoming Annual Youth and Family Summit, noting that committee members will have opportunities to network, learn about community resources, and participate in a panel discussion. She also recognized CVUSD's Amber Bowman for her contributions to community work.

F. Comments – Board of Education

Board members provided comments.

G. Comments – Superintendent

Dr. McLaughlin stated that he had no comments to provide.

6. ADJOURNMENT

A. Future Board Topics / Activities

Board members did not add any topics for discussion at future board meetings.

B. Adjournment

President Powell adjourned the Open Session at 7:26 p.m. The next regularly scheduled board meeting will be Wednesday, September 17, 2025, 5:00 p.m. – Closed Session; 6:00 p.m. - Open Session, at Conejo Valley High School in the CVUSD Board Room, 1402 E. Janss Road, Thousand Oaks.

September 17, 2025

Date



Board Clerk

September 17, 2025

Date



Superintendent

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