

MOORPARK UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
Tuesday, September 9, 2025
4:30 PM Closed Session
5:30 PM Regular Meeting
District Office Board Room
5297 Maureen Lane
Moorpark, California 93021
Adopted 10/14/2025

1. CALL TO ORDER & ROLL CALL

Board President Adams called the closed session to order at 4:34 PM and the regular meeting to order at 5:31 PM

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

OTHERS PRESENT: Dr. Kelli Hays, District Superintendent; Dr. Cathy Lasure, Assistant Superintendent for Personnel Services; Juan Pablo Herrera, Assistant Superintendent for Business Services; Dr. Melissa LaBelle, Assistant Superintendent for Instructional Services; and Areli Hernandez, Executive Assistant to the Superintendent

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) *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/Goal Setting: District Superintendent*
Government Code section 54957
- c) *Conference with Legal Counsel - 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 Adams reconvened the meeting to open session at 5:31 PM, recognized the presence of a Board quorum and indicated no reportable action was taken in closed session.

5. PLEDGE OF ALLEGIANCE

Dr. Jane Wagmeister led the Pledge of Allegiance.

Board President Adams called for a moment of silence in remembrance of September 11, 2001

6. REORDERING AND APPROVAL OF THE AGENDA – MOTION NO.13

On a motion by Robert Perez and second by Ute Van Dam, the Board unanimously approved the agenda with the reordering of item 9a to follow item 7.

7. APPROVAL OF MINUTES – MOTION NO. 14

On a motion by Ute Van Dam and second by Robert Perez, the Board unanimously approved the minutes of the August 5, 2025 regular meeting.

9. REPORT FROM SUPERINTENDENT

a) Appreciation - Assistance League of Conejo Valley: “Operation School Bell”

The Board and Superintendent Hays recognized and thanked Madeline Sattler, Gail Warekois, and Yanka Ricklefs for their service and commitment to providing school-related clothes and supplies to elementary students in MUSD.

8. PUBLIC COMMENT

Board President Adams called for comments from the public regarding items of interest that are pertinent to the Moorpark Unified School District.

Rafael Moreno, Lori Gorley, Donna Leavitt, JoLinn Hay, Rebecca Jones, Tom Flicht, Peter Gillette, and Jeff Gillyham addressed the Board to request that Crossview School be allowed to lease the Condor Drive property.

10. REPORT FROM DISTRICT BOARD MEMBERS

(Resolutions/Commendations, Correspondence, Committee Reports)

Dan Burchfield reported on the following: first day of school visits to all of the sites; Back to School Night functions; finance subcommittee meeting and the MHS football games.

Nathan Sweet reported on the following: finance subcommittee meeting; homecoming football game; and Back to School Night functions.

Robert Perez reported on the following: first day of school visits to all of the sites; Back to School Night functions; and Country Days on October 4, 2025.

Ute Van Dam reported on the following: first day of school visits to all of the sites; Back to School Night Functions; and Dr. Wagmeister's retirement

Amy Adams reported on the following: Back to School Night functions; recent home football games; and Dr. Wagmeister's retirement.

11. BOARD ITEMS FOR ACTION/DISCUSSION

No items.

12. CONSENT-ACTION – MOTION NO. 15

On a motion by Robert Perez and second by Dan Burchfield, the Board unanimously approved the following consent action items by a roll call vote.

- a) Classified Employment Report No. 09-09-25-03
- b) Certificated Employment Report No. 09-09-25-02
- c) Teacher Assignment Authorizations for 2025-2026
- d) MOUs and Side Letter Agreement with MEA for the following stipends: 1) induction coach (renewal); 2) Induction (renewal); 3) JV flag football (new); and 4) CTE and Certificated Salary Schedule – clarification regarding compensation
- e) Student Teaching Agreements/MOUs: 1) Concordia University, Irvine; and 2) Biola University
- f) Payment of stipends
- g) Resolution for California State Preschool Program Continued Funding Application for 2026-2027
- h) Agreements for Services – 2025-2026
 1. Economic Development Collaborative - 2025-26 - EDC to pay MUSD \$28,750
 2. Amergis - 2025-26 - total cost \$96,000.00
 3. Aspiranet - 2025-26 - total cost \$510,943.10
 4. Autism Center for Treatment - 2025-26 - total cost \$87,187.13
 5. SOW - Instructional Services - 2025-26 - total cost \$6,400.00
 6. Ventura County Adult Education Consortium (for VCAEC Coordinator) - 2025-2026 - no cost to the District
 7. VCOE 2025-2026 Career Technical Education Annual Agreement - no cost
 8. Reliable Translations, Inc - 2025-26 - total cost \$6,500
 9. Fit Learning Los Angeles and Ventura LLC - 2025-26 - total cost \$9,600
 10. ABA Network Inc - 2025-26 - total cost \$540,642.10
 11. Supporting Educational Excellence, LLC, Professional Services Agreement 2025-2026
- i) Obsolete referenced furniture, instructional materials and band instruments
- j) Acceptance of donations:
 1. Ohiopyle Prints:\$38.27 - Moorpark High School - Principal Discretionary Fund
 2. Surf Boba: \$100.00 - High School at Moorpark College - Principal Discretionary Fund
 3. California Pizza Kitchen: \$226.21 - High School at Moorpark College - Principal Discretionary Fund
 4. The Blackbaud Giving Fund: \$46.00 - Flory - FAST Account
 5. Peach Hill Academy PTA: \$1,979.60 - Peach Hill Academy Partnership
 6. Peach Hill Academy PTA: \$260.80 - Peach Hill Academy Field Trips (1st Grade)

7. Peach Hill Academy PTA: \$491.40 - Peach Hill Academy Field Trips (2nd Grade)
 8. Peach Hill Academy PTA: \$330.00 - Peach Hill Academy Field Trips (3rd Grade)
 9. Kroger: \$44.69 - Flory Elementary - Discretionary
 10. Moorpark Education Foundation: \$3,000.00 - Music Departments at Moorpark High School, Chaparral Middles School & Mesa Verde Middle School (\$1,000 per school)
- k) Ratification of warrants issued through August 31, 2025
- l) Ratification of purchase orders in the total amount of \$1,603,852.85:
 2025-2026: B Series: B25-00126 - B26-00153; CO Series: CO25-00439 - CO25-00442, CO26-00025 - CO26-00067; F Series: F26-00006 - F26-00008; P Series: P26-00020 - P26-00259; TB Series: TB26-00008; TP: Series: TP26-00030 - TP25-00036.

BUILDING PROGRAM

PERSONNEL

13. VARIABLE WAIVERS FOR 2025-2026 – MOTION NO. 16

On a motion by Ute Van Dam and second by Robert Perez, the Board unanimously approved the employment of the following employee on the basis of a variable waiver for the 2025-2026 school year.

Employee: Alexander Cyle West
 Job Title: Teacher – MS - Departmentalized
 Subject: Mathematics
 Grades: 7th & 8th
 School: Chaparral Middle School

14. VARIABLE WAIVERS FOR 2025-2026 – MOTION NO. 17

On a motion by Ute Van Dam and second by Robert Perez, the Board unanimously approved the employment of the following employee on the basis of a variable waiver for the 2025-2026 school year.

Employee: Angela Zapata
 Job Title: Teacher – Spch Therapy – DIS
 Subject: Speech and Language
 Grades: 9th – 12th
 School: Moorpark High School

INSTRUCTION

15. PUBLIC HEARING AND APPROVAL OF RESOLUTION – SUFFICIENCY OF INSTRUCTIONAL MATERIALS – MOTION NO.18

A Public Hearing was held to allow public input regarding the sufficiency of instructional

materials in the school district in compliance with Education Code section 60119 and to make a determination through a resolution as to whether each pupil in each school in the district has, or will have within two months of the start of the 2025-2026 school year, sufficient textbooks or instructional materials, or both, in each subject that are consistent with the content and cycles of the curriculum framework adopted by the State Board in Mathematics, Science, and History/Social Science, English/Language Arts, Foreign Language and Health. Board President Adams called for comments from the public regarding this item; there were no comments.

Hearing Open: 6:06 PM

Hearing Closed: 6:07 PM

Subsequent to the public hearing, and on a motion by Robert Perez and second by Dan Burchfield, the Board unanimously adopted Resolution No. 2025-2026-03, Textbook and Instructional Materials Compliance. The Board further certified that as of this date, each pupil in the District, in kindergarten through grade twelve, has been provided with a standards-aligned textbook or basic instructional materials in each of the following areas:

- History/social science
- Mathematics
- English/language arts, including the English language development component of an adopted program
- Science

For students in TK-8, the instructional materials were purchased from an approved standards-aligned state adoption list as required by CCR, Title 5, Section 9531. For students in grades 9-12, the instructional materials were adopted by the local governing board following District review of the materials and their alignment with state content standards as required by CCR, Title 5, Section 9531.

Lastly, the Board certified that each pupil enrolled in a foreign language or health course has been provided with a textbook or instructional materials that are consistent with the content and cycles of the curriculum frameworks adopted by the State board for those subjects, and that laboratory science equipment as applicable to science laboratory courses offered in grades 9-12 is available to pupils in those grades.

17. REPORT FROM HIGH SCHOOL STUDENT REPRESENTATIVE

THS@MC – Sophia Lopez, student representative, reported on the following: new principal, Dr. Jenn Silva; ASB elections; campus police visits; peer partnership program and the upcoming fundraiser on September 16th.

18. LEA AND SCHOOL SITE PARENT AND FAMILY ENGAGEMENT POLICY – MOTION NO. 19

On a motion by Robert Perez and second by Nathan Sweet, the Board unanimously approved the District's LEA and School Site Parent and Family Engagement Policy,

which describes the means for carrying out designated Title I, Part A, parent and family engagement requirements pursuant to the Every Student Succeeds Act (ESSA) Section 116(a). Additional details are noted in the referenced staff report.

19. PROPOSITION 28 ANNUAL REPORT – MOTION NO. 20

Prop 28 funding is provided to school districts from The Arts and Music in Schools - Funding Guarantee and Accountability Act. Funding is allocated using an equity formula based on enrollment and socio-economic status. At least 80% of funds must be used for personnel and up to 20% for materials and supplies. In 2024-25, Prop 28 funds were used to expand access to high-quality, inclusive arts education. Schools enhanced programs in music, visual arts, theater, multimedia, and STEAM. Several elementary schools launched or expanded comprehensive music programs. Visual and performing arts were strengthened with the addition of art and drama instructors. Courses such as claymation and visual arts introduced storytelling and the exploration of cultural art forms. STEAM education grew through labs and project based learning. Middle schools introduced multimedia programs and expanded theater programs. High schools supported offerings in photography, theater, chorus, multimedia, drawing, ceramics, and dance.

In compliance with reporting requirements, local education agencies must complete an annual, board-approved report that describes the district's arts education programs and provides the number of staff hired, students served, and school sites providing arts education.

On a motion by Ute Van Dam and second by Dan Burchfield, the Board unanimously approved the referenced Proposition 28 annual report.

BUSINESS

20. APPROVAL OF UNAUDITED ACTUALS 2024-2025 – MOTION NO. 21

On a motion by Nathan Sweet and second by Robert Perez, the Board unanimously approved the unaudited actuals for the 2024-2025 District budget.

Juan Pablo Herrera reviewed a PowerPoint presentation that included: the annual budget cycle; definition of the unaudited actuals; 24-25 general fund revenue and percentages of revenue; 24-25 general fund expenditures and percentages of expenses; 23-24 revenue to expenditures; summary of other 24-25 funds; next steps and the recommendation for approval to file the 24-25 unaudited actuals with the County Superintendent of Schools.

The Board members thanked Juan Pablo Herrera and his staff for their work in preparing the unaudited actuals.

21. ADOPTION OF RESOLUTION NO. 2025-2026-04, GANN LIMIT DECLARATION – MOTION NO. 22

In November 1979, California voters approved the late Paul Gann's Proposition 4, which places limits on government spending. This became known as The Gann Appropriation

Limits or simply Gann Limits, and applies not only to the State of California, but also to cities, counties, and special districts, as well as to school districts and county offices of education.

The Gann Limit is a limit on the amount of tax money that state and local governments, including school districts, can legally spend. The Gann Limit does not require cuts in government spending, but rather limits the growth in government spending to be no faster than the growth in population and inflation.

A calculation is made to determine those revenues that are subject to the limit to ensure that a school agency is not over its limit. It is important to note that not all revenue sources count against your district's Gann Limit. Gann Limits only constrain the appropriations from state and local tax sources, and so federal aid is excluded, as well as non-tax income, such as revenues from cafeteria sales or adult education fees.

Education Code Section 42132 and G.C. Section 1629 specify that by September 30th each year, the governing board of each school district must adopt a resolution identifying their estimated appropriations limit for the current fiscal year and their actual appropriations limit for the preceding fiscal year.

The Gann Limit report is done in accordance with Government Code (G.C.) Section 7906(f): "Each school district shall report to the Superintendent of Public Instruction and to the Director of Finance, at least annually, its appropriation limit, its appropriations subject to limitation, the amount of its state aid apportionments and subventions included within the proceeds of taxes of the school district, and amounts excluded from its appropriations limit, at a time and in a manner prescribed by the Superintendent of Public Instruction and approved by the Director of Finance."

On a motion by Ute Van Dam and second by Robert Perez, the Board unanimously adopted resolution No. 2025-2026-04, Gann Limit, declaring that the appropriations in the District's budget for the 2024-2025 and 2025-2026 fiscal years do not exceed the limitations imposed by Proposition 4.

22. AGREEMENT WITH BOYS & GIRLS CLUB FOR 2025-2026 AFTERSCHOOL PROGRAMS – MOTION NO. 23

On a motion by Ute Van Dam and second by Nathan Sweet, the Board unanimously approved the agreement between the District and the Boys & Girls Club of Moorpark and Simi Valley to implement the after school programs for the 2025-2026 school year. The Board previously approved an Expanded Learning Opportunities Program (ELOP) Plan and After School Education and Safety (ASES) Plan. This agreement between MUSD and the Boys and Girls Club allows the district to implement the ELOP and ASES programs at select school sites.

The prior agreement expired on June 30, 2025. The proposed agreement is a one (1) year agreement, that may be extended for two (2) additional one (1) year terms. For 2025-26, the rates have increased by \$10 per student, per week. The projected expenditures were included in the 2025-26 Adopted Budget.

DISTRICT POLICIES

23. PROPOSED NEW BP 0441: ARTIFICIAL INTELLIGENCE – MOTION NO. 24

A First Reading was held on the proposed new BP 0441: Artificial Intelligence. Following the First Reading, and on a motion by Robert Perez and second by Dan Burchfield, the Board unanimously waived the Second Reading and approved the proposed new Board Policy as presented.

24. PROPOSED CSBA REVISIONS TO BOARD POLICY SERIES 4000, 5000 AND 6000 – MOTION NO. 25

District staff continues to review recommendations from CSBA regarding updates and minor changes to the Board Policies and Administrative Regulations. The referenced staff reports summarize the proposed changes and updates regarding the 4000, 5000 and 6000 series. On a motion by Nathan Sweet and second by Dan Burchfield, the Board unanimously approved the updates and changes referenced in the staff reports as they apply to the 4000, 5000 and 6000 series of the District's Board Policies.

PENDING AGENDA ITEMS

Board President Adams requested, at a future board meeting, a presentation regarding Artificial Intelligence as it pertains and is implemented at the elementary and secondary schools.

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, October 14, 2025 at 5:30 PM at the District Office Board Room, 5297 Maureen Lane, Moorpark, California.

ADJOURNMENT - MOTION NO. 26

On a motion by Ute Van Dam and second by Dan Burchfield, the Board unanimously adjourned the regular meeting at 6:47 PM.

AMY ADAMS
BOARD PRESIDENT

NATHAN SWEET
CLERK OF THE BOARD

DR. KELLI HAYS
SECRETARY TO THE BOARD

9/9/25