

MOORPARK UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
Monday, December 15, 2025
4:30 PM Closed Session
5:30 PM Regular Meeting
District Office Board Room
5297 Maureen Lane
Moorpark, California 93021
Adopted 1/13/2026

ANNUAL ORGANIZATION MEETING

1. CALL TO ORDER

Dr. Kelli Hays, Chairperson Pro-Tem, called the closed session to order at 4:34 PM and the regular meeting to order at 5:33 PM

2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

Dr. Hays 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-Goals – District Superintendent*
Government Code section 54957
- c) *Conference with Legal Counsel-Existing Litigation – Government Code Section 54956.9(d)(2) or (3): Ventura County Superior Court Case No. 2025CUCR048682*
- d) *Conference with Legal Counsel-Anticipated Litigation – Government Code Section 54956.9(d)(2) or (3): Potential Cases = 1*
- e) *Public Employee Appointment/Employment – Government Code Section 54957*

4. ROLL CALL

PRESENT: Board Members Amy Adams, 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; Dr. Melissa LaBelle, Assistant Superintendent for Instructional Services;

and Juan Pablo Herrera, Assistant Superintendent for
Business Services

5. RECONVENE TO OPEN SESSION: PUBLIC ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION AND RECOGNITION OF A QUORUM

Dr. Hays reconvened the meeting to open session at 5:33 PM, recognized the presence of a Board quorum and stated no reportable action was taken in closed session.

6. PLEDGE OF ALLEGIANCE

Aaron Garcia led the Pledge of Allegiance.

7. ELECTION OF BOARD PRESIDENT – MOTION NO.42

Dr. Hays opened nominations for the office of Board President.

Nathan Sweet nominated Ute Van Dam. Ute Van Dam was unanimously elected Board President.

8. ELECTION OF OTHER OFFICERS

Board President Van Dam opened nominations for the following official positions:

ELECTION OF VICE-PRESIDENT – MOTION NO. 43

Robert Perez nominated Nathan Sweet. Nathan Sweet was unanimously elected Vice-President.

ELECTION OF CLERK OF THE BOARD – MOTION NO.44

Amy Adams nominated Robert Perez. Robert Perez was unanimously elected Clerk of the Board.

ELECTION OF SCHOOL DISTRICT REPRESENTATIVE TO THE VENTURA COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION (EDUCATION CODE 4293) – MOTION NO. 45

Robert Perez nominated Dan Burchfield. Dan Burchfield was unanimously elected School District Representative to the Ventura County Committee on School District Organization.

9. SUPERINTENDENT DESIGNATION – MOTION NO. 46

On a motion by Robert Perez and second by Amy Adams, the Board unanimously designated the Superintendent as Ex-officio Clerk and Secretary to the Board of Education.

10. DAY, TIME AND PLACE OF BOARD MEETINGS – MOTION NO. 47

On a motion by Robert Perez and second by Amy Adams, the Board unanimously designated the day, time and place of its regular monthly meetings as the second and fourth (when necessary) Tuesday of each month at 5:30 PM at the District Office Board Room.

11. REORDERING AND APPROVAL OF THE AGENDA – MOTION NO. 48

On a motion by Robert Perez and second by Amy Adams, the Board unanimously approved the agenda with the reordering of item 15a & b to follow item 12.

12. APPROVAL OF MINUTES – MOTION NO.49

On a motion by Amy Adams and second by Robert Perez, the Board unanimously approved the minutes of the November 18, 2025 Regular Meeting.

15. REPORT FROM SUPERINTENDENT

a) Donation Recognition - Lemmo's

The Board and Superintendent Hays recognized and thanked the Lemmo Family, Dana, Mike and their son Jake, for generously organizing an annual golf tournament benefiting Moorpark athletics. The tournament raised approximately \$73,000, directly supporting the athletic programs and enhancing opportunities for our student athletes.

b) Above & Beyond Recognition

The Board and Superintendent Hays recognized Dan Wolowicz for going Above and Beyond for the students, families, and staff of the Moorpark Unified School District.

13. REPORT FROM STUDENT REPRESENTATIVES

No reports.

14. PUBLIC COMMENT

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

15. REPORT FROM SUPERINTENDENT

c) MUSD 2024-2025 Dashboard Presentation

Dr. Melissa LaBelle and Dr. Rosalinda Silva reviewed a PowerPoint Presentation regarding the District's 2024-2025 Dashboard that included information on the seven state measures and the District's performance levels in each.

16. REPORT FROM DISTRICT BOARD MEMBERS
(Resolutions/Commendations, Correspondence, Committee Reports)

Ute Van Dam reported on the following: the CSBA Annual Education Conference in Sacramento including the various workshops and general session speakers and Holiday on High Street.

Robert Perez reported on the following: Thanksgiving festivities; CSBA Annual Education Conference in Sacramento; and Holiday on High Street

Nathan Sweet reported on the CSBA Annual Conference in Sacramento.

Dan Burchfield reported on the following: the CSBA Annual Conference in Sacramento and various school site functions and holiday events.

Amy Adams reported on the following: recent MHS basketball games and various school site functions and holiday events.

17. BOARD ITEMS FOR ACTION/DISCUSSION

There were no items for Board action/discussion.

18. CONSENT-ACTION – MOTION NO. 50

On a motion by Robert Perez and second by Nathan Sweet, the Board unanimously approved the following consent action items by a roll call vote. Superintendent Hays noted that Mrs. Maribel Rangel has been appointed Program Coordinator as noted on the Certificated Employment Report:

- a) Classified Employment Report No. 12-15-25-06
- b) Certificated Employment Report No. 12-15-25-05
- c) Payment of stipends
- d) 2025-2026 District Classified Negotiations Team: Dr. Kelli Burns, Dr. Cathy Lasure, Cathie Roberts, Jennifer Endecott, Michael Paris, Susie Rossiter, Terri Allison, and Dr. Rosalinda Silva
- e) Student Teaching Agreements/MOUs: 1) University of Phoenix, teaching experience through practice teaching to students; 2) National University, unpaid student teaching and practicum; and 3) National University, special education internships placements
- f) Family Engagement Policies and Annual School Plans for Student Achievements for the 2025-2026 school year
- g) Annual Title III Local Plan Evaluation Update
- h) Declaration of agents authorized to sign orders, warrants, or checks, contracts, documents and other legal papers. A statement of authorized agents along with verified signatures must be filed with the Ventura County Office of Education.
- i) J-13A waiver request for emergency closures due to power outages
- j) Agreements for services for the 2025-2026 school year:

1. Ventura County Office of Education - 2025-26 - total cost \$78,250.00
 2. HopSkipDrive Inc., 2025-26, total cost (TBD based on need for alternative transportation)
- k) Acceptance of declaration of referenced obsolete items (textbooks)
- l) Acceptance of donations:
1. Zumalu (dba Kona Ice) - \$50.00 - Flory FAST account
 2. Peter Lars (dba Cornerstone Photography) - \$162.08 - Flory FAST account
 3. Peter Lars (dba Cornerstone Photography) \$153.67-Donation account
 4. Peter Lars (dba Cornerstone Photography) \$265.87 - School Supplies
 5. Peach Hill PTA - \$1,110.04 - School Supplies
 6. Courtney Wealth Management, Inc - \$1,000 MVMS Mountain Bike Club
- m) Ratification of warrants issued through November 30, 2025
- n) Ratification of purchase orders and food service purchase orders in the total amount of \$1,964,078.99: 2025-2026: B Series: B26-00193 - B26-00220; CO Series: CO26-00139 - CO26-00158; F Series: F26-00018 - F26-00023; FB Series: FB26-00010; P Series: P26-00487 - P26-00736; TP: Series: TP26-00048 - TP26-00061.

BUILDING PROGRAM

PERSONNEL

19. PUBLIC HEARING – 2025-2026 CSEA CONTRACT REOPENERS

The California School Employees Association, Chapter 498 would like to open negotiations with the Moorpark Unified School District for the 2025-2026 school year. CSEA presents their initial proposals for a reopener contract under the provisions of the current bargaining agreement. It is CSEA's intent to alter or amend the following article(s) as indicated below, and present its proposals for public discussion in accordance with Government Code Section 3447. A public hearing will be held at 5:30 PM, or soon thereafter, regarding CSEA's reopener contract for the article(s) noted below. Board President Van Dam called for comments from the public regarding this item; there were no comments.

- Article X - Hours and Overtime
- Article XV: Salaries

Hearing Opened: 6:01 PM Hearing Closed: 6:02 PM

INSTRUCTION

20. 2024-2025 TITLE I PROGRAM EVALUATION

The 2024-2025 Title I Program Evaluation and summary is available for review. The referenced staff report and corresponding evaluation document summarizes the details regarding the Plan and District's priorities. This information is for public reporting purposes only; no Board action is required.

BUSINESS

21. ACCEPTANCE OF FIRST PERIOD INTERIM REPORT – MOTION NO.51

On a motion by Robert Perez and second by Amy Adams, the Board unanimously accepted the District's First Period Interim Report for the period ending October 31, 2025, ratified the budget changes and authorized the filing of a positive certification that the District will be able to meet its financial obligations in all District funds, for the remainder of the fiscal year and the two subsequent fiscal years. A copy of the complete Report is on file at the District. Juan Pablo Herrera shared a PowerPoint presentation that included: review of the 9 district funds; expanded TK and 25-26 Enrollment & ADA; age eligible enrollment & ADA trends; budget planning factors; multi-year budget planning factors; general fund revenue; first interim revenue; first interim budget; first interim expenditures; first interim general fund summary; first interim general fund restricted balance detail; multi-year projects; summary of other funds; considerations to maintain MYP reserves; and recommendation to approve first interim budget and file a positive certification. The Board members thanked Mr. Herrera and his entire fiscal team for the detailed report and positive ending balances.

22. DEVELOPER FEE REPORT - ANNUAL AND FIVE YEAR

In accordance with Government Code sections 66001 and 66006, the District must make available to the public the Collected and Expended Developer Fees. The referenced Reports of Collected and Expended Developer Fees for the 2024-25 fiscal year is for public reporting purposes only; no Board action is required.

23. ARCHITECT SERVICES-CMS FLOORING REPLACEMENT PROJECT - MOTION NO.52

As part of our modernization efforts, staff is planning to replace aging flooring at Chaparral Middle School. This includes new carpeting at various locations on campus, including all classrooms as well as the administration building. Preliminary steps require architect services to prepare plans and specifications for the project, before it can go out to bid. The cost of the architect proposal is \$38,000, and the total estimated cost of the construction project is estimated to total \$250,000. The project will be funded by the Redevelopment Agency Funds budget (Fund 21).

On a motion by Robert Perez and second by Nathan Sweet, the Board unanimously approved the proposed architect agreement with Ruhnau Clarke due to their familiarity and proven performance with our district.

DISTRICT POLICIES

24. CSBA UPDATES/ REVISIONS TO BOARD POLICY 4000, 5000 AND 6000 SERIES - MOTION NO.53

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 4000, 5000 and 6000 series. On a motion by Robert Perez and second by Amy Adams, the Board approved the updates and changes referenced in the staff report as they apply to the 4000, 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, January 13, 2026 at 5:30 PM at the District Office Board Room, 5297 Maureen Lane, Moorpark, California.

ADJOURNMENT - MOTION NO.54

On a motion by Robert Perez and second by Amy Adams, the Board unanimously adjourned the regular meeting at 6:16 PM.

UTE VAN DAM
BOARD PRESIDENT

ROBERT PEREZ
CLERK OF THE BOARD

DR. KELLI HAYS
SECRETARY TO THE BOARD

12/15/25