



Wednesday, February 4, 2026
Board of Education Regular Meeting Minutes

1. CLOSED SESSION

2. OPEN SESSION

A. Call the Meeting to Order

President Sylvester called the meeting to order at 6:00 p.m.

Board Members present: Board President Karen Sylvester, Board Vice President Lauren Gill, Board Clerk Bill Gorback, Board Trustees Cindy Goldberg and Lisa Powell, 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 Sylvester announced that the following items were discussed in Closed Session:

1B. Conference with Legal Counsel, Anticipated Litigation, Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2). (One Case)

No Board action was taken on this agenda item.

**1C. Conference with Legal Counsel, Existing Litigation,
Pursuant to Government Code §54956.9(d)(1), Case OAH
2025081022**

**Recommended Action: Approve the Settlement
Agreement for Case OAH 2025081022, as submitted.**

Moved by: Bill Gorback

Seconded by: Lisa Powell

Motion Carried: 5-0.

D. Approval of the Agenda

Recommended Action: Approve the agenda, as submitted.

Moved by: Lauren Gill

Seconded by: Lisa Powell

**Motion Carried: 5-0, with a preferential "yes" vote by
Trustee Kerns.**

E. Student Recognitions

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

- 2025 Congressional App Challenge - California's 26th Congressional District Winner: Kevin F. - Westlake High School
- 2026 Regeneron Science Talent Search Top 300 Scholar: Lila P. - Thousand Oaks High School

F. Comments - Public

President Sylvester announced that sixteen (16) public comment requests had been submitted. Due to the number of speakers, the allotted speaking time was reduced to two (2) minutes per speaker.

Trustee Sylvester stated that the Board hears the concerns regarding technology use and noted that two Board members have been assigned to serve on the Technology Committee.

She added that the Committee is currently reviewing and updating the District's technology policy, as well as developing a new artificial intelligence (AI) policy, with updates on both anticipated over the next few months.

Dr. McLaughlin noted that salary negotiations are ongoing, with continued efforts to problem-solve and reach an agreement through the negotiation teams.

3. ACTION ITEMS - GENERAL

- A. No items

4. ACTION ITEMS – CONSENT

Recommended Action: Approve the Consent Agenda, as submitted.

Moved by: Lisa Powell

Seconded by: Finneas Kerns

Motion Carried: 5-0, with a preferential "yes" vote from Trustee Kerns.

- A. Board of Education - Approval of Minutes
- B. Human Resources - Personnel Assignment Orders
- C. Human Resources - Approval of Contract Between the Conejo Valley Unified School District and ProCare Therapy
- D. Human Resources - Receive the 2025-2026 Proposal for Successor Collective Bargaining Negotiations Submitted by the Conejo Valley Unified School District and the Conejo Valley Pupil Personnel Association (CVPPA)
- E. Instructional Services - Annual Approval of the Development and Implementation of the 2024/2025 School Accountability Report Cards (SARC)
- F. Instructional Services - Approval of New High School Core Literature Title "James" by Percival Everett

- G. **Instructional Services - Approval of Administrative Regulation 5125.3 - Challenging Student Course Grade/Challenging Student Records**
- H. **Instructional Services – Approval of Renewal Contract with Disciplina Positiva, Inc.**
- I. **Instructional Services - Approval of Contracts Under \$5,000**
- J. **Student Services - Approval of Contracts Under \$5,000**
- K. **Business Services - Disposal of Surplus and Obsolete Equipment**
- L. **Business Services - Approval of Purchase Order Report (POs exceeding \$5,000)**
- M. **Business Services – Measure I and Other Sources - Notices of Completion**
- N. **Business Services - Approval of Agreement with Foster & Foster Consultants**
- O. **Business Services - Approval of Agreement with Bay Actuarial Consultants for the Workers' Compensation Fund Actuarial Study**
- P. **Business Services - Approval of the Values - Aligned Joint Purchasing Agreement for School Food Authorities**

5. INFORMATION/DISCUSSION ITEMS - GENERAL

- A. **Instructional Services - Deletion of Board Policy and Administrative Regulation 5145.13 - Response to Immigration Enforcement**

Mr. Loo noted that the District receives updates from CSBA regarding recent changes in California law, including six upcoming updates to Board policies and administrative regulations related to student rights and immigration enforcement.

He further noted that the updated policies and regulations must be submitted to the California Department of Education (CDE) by March 6, 2026, and that the Board will take action on the proposed updates at the next Board meeting.

Board Policy and Administrative Regulation 5145.13 were deleted and replaced with Board Policy and Administrative Regulation 1445 - Response to Immigration Enforcement. There was no Board discussion on this agenda item.

B. Student Services - Discussion of New Board Policy and Administrative Regulation 1445 - Response to Immigration Enforcement

Mr. Loo noted that the proposed updates reflect new law, expanding prior guidance on immigration enforcement, including additional notification requirements and protections against discrimination.

He stated that the updates to the administrative regulations outline procedural responses regarding immigration enforcement and clarified that immigration officers have not been present at schools or requesting information. Mr. Loo added that the District has implemented the policy's proposed actions, including providing "Know Your Educational Rights" materials, conducting training and outreach events, establishing procedures, and training staff on steps to follow if an immigration officer visits a site.

Mr. Loo responded to questions from Board members regarding the differences between the current and proposed Board policy and administrative regulations, whether the amended language was provided solely by Gamut, alignment of the District's process with Gamut's recommendations, site awareness and training on recognizing valid judicial subpoenas, and any additional training that may be needed.

C. Student Services - Discussion of Board Policy and Administrative Regulation 1340 - Access to District Records

Mr. Loo noted that the proposed updates align the Board policy and administrative regulation with new California law. He stated that the administrative regulation has been revised to reference the Response to Immigration Board Policy and to reflect the guidance outlined in that policy. There was no Board discussion on this agenda item.

D. Student Services - Discussion of Board Policy and Administrative Regulation 0450 - Comprehensive Safety Plan

Mr. Loo noted that the proposed updates reflect new California law, including a requirement that safety plans outline procedures for notifying parents/guardians and district staff when immigration officers are present at school sites. There was no Board discussion on this agenda item.

E. Student Services - Discussion of Board Policy and Administrative Regulation 5125 - Student Records

Mr. Loo noted that the proposed updates reflect new California law, specifying that a request by immigration authorities for student records or information may be denied except in accordance with Board Policy and Administrative Regulation 1445 - Response to Immigration Enforcement. There was no Board discussion on this agenda item.

F. Student Services - Discussion of Board Policy and Administrative Regulation 5125.1 - Release of Directory Information

Mr. Loo noted that the proposed updates reflect new California law, which includes the addition of language that is equivalent to the model policy language developed by the California Attorney General in "Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes." There was no Board discussion on this agenda item.

President Sylvester noted that the approval of the aforementioned Board Policies and Administrative Regulations is scheduled for the next Board meeting.

G. Human Resources - Discussion of Grant Funded Mental Health Resolutions

President Sylvester announced that there was one (1) public comment request submitted, and that speaker received three (3) minutes to speak.

Dr. McLaughlin noted that the grant, originally scheduled to end next year, was expected to fund positions, and the possibility of a reduction in force was clearly communicated when the funds were accepted. He stated that the federal government canceled the funding a year early and clarified that the reduction in force is not related to the local budget, but is due to a federal decision.

Mr. Loo stated that the grant funding will be discontinued and efforts to retain it, including seeking an injunction, were unsuccessful. He clarified that the district would continue to sustain services where possible, billing private insurance and keeping staff and parents informed, though only some mental health services can be maintained if funding is permanently lost. He recognized Dr. Chamberlin and her team for pursuing grant funding and noted that the continuation of services is being carefully planned.

Mrs. Ashmore stated that Human Resources is reviewing whether employees in specially funded positions previously held other roles and will assess the displacement (bumping) rights associated with each position.

Mr. Loo responded to questions from Board members regarding the administration's procedures for appealing grant suspensions, the appropriate authority for such appeals, and the early consideration of Children and Youth Behavioral Health Initiative (CYBHI) funding.

Mr. Loo noted the district's statutory obligation to notify employees of reductions in force and stated that, while one-time funds are available to sustain some services, it is prudent to include the resolution given the uncertainty of future funding.

H. **Human Resources - Discussion of Resolution #25/26-21:
Layoff/Reduction of Classified Positions**

President Sylvester announced that there were five (5) public comment requests submitted, and each speaker received three (3) minutes to speak.

President Sylvester confirmed that the Board would not be taking any action or voting on any resolutions at the meeting.

Mrs. Ashmore provided an overview of the District's current budget situation and declining enrollment, noting that expenditures continue to exceed revenues. She explained that although prior actions addressed reductions through attrition and vacant positions, those measures are insufficient to resolve the current shortfall and additional reductions must be considered. Mrs. Ashmore further outlined the required process, which includes reviewing employee displacement rights and timelines, with consideration given to seniority, applicable policies, and the 39-month reemployment list. She noted that last year's reductions began with management and District Office positions.

Dr. McLaughlin noted that although discussions regarding eliminations are difficult, the District has relied on administrative reductions and vacant positions to avoid cutting filled and classified positions, while continuing efforts to balance the budget. He explained that personnel costs represent the primary source of savings and that, despite prior one-time and stimulus funding, future reductions may be necessary to achieve fiscal stability.

President Sylvester stated that the District continues to face increasing pressure to maintain a balanced budget, with declining enrollment, driven by demographic shifts, an aging community, high housing costs, and declining birth rates,

being the primary factor impacting revenues, despite reductions in chronic absenteeism. She noted that one-time COVID funds were used responsibly and emphasized the District's commitment to minimizing disruption to students while addressing rising operational costs.

Dr. McLaughlin thanked a public speaker for their suggestion concerning the reduction of the paraeducator and paraeducator supervisor positions.

Trustee Kerns reminded the audience that he does not participate in personnel-related decisions, while Trustee Gill recognized the challenges of the rightsizing process, noted that decisions regarding prior reductions were made gradually, and emphasized that future staffing decisions should be guided by limited funds and ongoing trends.

I. **Human Resources - Discussion of Resolution #25/26-20: Reduce or Discontinue Particular Kinds of Services at the Close of the Current Year**

Mrs. Ashmore stated that the district began certificated reductions last year, focusing on management positions and roles that do not directly report to students.

Dr. McLaughlin confirmed that last year, reductions were made in filled administrative positions, with affected employees reassigned to vacant roles. He confirmed that over the past two years, forty UACT/teacher positions were eliminated through attrition, retirements, and resignations.

President Sylvester noted that while other districts in Ventura county are reducing staff, our District has focused its reductions primarily on administrative positions.

J. **Board Committee Reports**

Trustee Gorback provided an update from the recent Wellness Committee meeting, where discussion topics included efforts to pursue grant funding, billing private insurance for services, and the increased use of mental health and wellness services.

President Sylvester provided an update from the recent Conejo Coalition for Youth and Families meeting, where representatives from CVUSD, the City of Thousand Oaks, and the Conejo Recreation and Park District reviewed past discussions, the committee's logo, meeting format, and agreement updates, with a goal of adding more voices to the committee. She noted that upcoming meetings will include presentations from three related nonprofit organizations, addressing issues such as immigration health and resources, mental health, and housing. President Sylvester added that Community Conscience has available space in their building, and that the City of Thousand Oaks added a bus route connecting students at school sites to the Teen Center.

K. **Comments - Board of Education**

Board members provided comments.

L. **Comments - Superintendent**

Dr. McLaughlin stated that he plans to discuss with Cabinet two positions listed on the Classified Layoff Resolution - Paraeducator (.66 FTE) and Warehouse Technician (1.0 FTE).

6. **ADJOURNMENT**

A. **Future Board Topics / Activities**

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

B. **Adjournment**

President Sylvester adjourned the Open Session at 8:13 p.m. The next regularly scheduled Board meeting will be Wednesday, February 18, 2026, 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.

2/18/26

Date


Board Clerk

2/18/26

Date


Superintendent