



Wednesday, August 12, 2026

Board of Education Regular Meeting Minutes

1. CLOSED SESSION

A. Comments – Public

President Sylvester 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. Conference with Legal Counsel - Existing Litigation: BKK Working Group v. 1700 Santa Fe Ltd et al.(\$ 54956.9), Case 2:18-CV-05810-MWF-PLA

Closed Session ended at 5:57 p.m.

2. OPEN SESSION

A. Call the Meeting to Order

Call 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 Jalen Oben.

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 item was discussed in Closed Session:

1B. Conference with Legal Counsel - Existing Litigation: BKK Working Group v. 1700 Santa Fe Ltd et al.(\$ 54956.9), Case 2:18-CV-05810-MWF-PLA

There was no reportable Board action taken on this agenda item.

D. Approval of the Agenda

Recommended Action: Approve the agenda, as submitted.

Moved by: Lisa Powell; seconded by: Bill Gorback

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

E. Comments - Public

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

Mr. Loo responded to the Board President's question, which arose from a public comment, regarding whether the bike form was developed in response to concerns about e-bikes.

3. ACTION ITEMS - GENERAL

A. Student Services - Adoption of Resolution #26/27-01 in Support of National Hispanic Heritage Month

There was no Board discussion.

Recommended Action: Adopt Resolution #26/27-01, declaring September 15, 2026, to October 15, 2026, as National Hispanic Heritage Month in the Conejo Valley Unified School District.

Moved by: Bill Gorback; seconded by: Lisa Powell

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

B. Student Services - Adoption of Resolution #26/27-02 in Support of Attendance Awareness Month

There was no Board discussion.

Recommended Action: Adopt Resolution #26/27-02, declaring September 2026 as Attendance Awareness Month in the Conejo Valley Unified School District.

Moved by: Lisa Powell; seconded by: Cindy Goldberg

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

C. Board of Education - City of Thousand Oaks Request for Letter of Support for an Opportunity Zone

The Board discussed the City of Thousand Oaks' request for a letter of support for its Opportunity Zone 2.0 application. The Board majority expressed support for the City's application and the potential for increased housing, investment, and economic development. The Board reached consensus for district staff to prepare and submit a brief letter expressing support for the City's application without including or endorsing unverified data presented in the City's draft letter.

Recommended Action: Approve the submission of a letter to the Thousand Oaks City Council supporting its application to designate Census Tract 06111007100 as an Opportunity Zone.

Moved by: Cindy Goldberg; seconded by: Lisa Powell

Motion Carried: 4-1, with Trustee Gill voting "no" and a preferential "yes" vote from Trustee Oben.

- D. **Human Resources - Approval of Tentative Agreement Between the Conejo Valley Unified School District and the California School Employees Association and its Conejo Chapter 620 (CSEA)**

Recommended Action: Approve the Tentative Agreement between the Conejo Valley Unified School District and the California School Employees Association and its Chapter 620, as submitted.

Motion Carried: 5-0.

Mrs. Ashmore expressed appreciation to the District and CSEA bargaining teams for their work in reviewing the contract in its entirety and stated that she believed the agreement would serve the interests of all parties. There was no Board discussion.

President Sylvester stated that Trustee Oben would not participate in the vote on this agenda item as it pertained to employment matters.

4. ACTION ITEMS – CONSENT

Recommended Action: Approve the Consent Agenda, as submitted.

Moved by: Bill Gorback; seconded by: Lisa Powell

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

- A. **Board of Education - Approval of Minutes**
- B. **Board of Education - Appointment of Subcommittee's Recommendations for Independent Citizens' Bond Oversight Committee Member Selection**
- C. **Board of Education - Approval of Contract with Diligent Corporation**
- D. **Board of Education - Approval of Amendments to Board Bylaw 9322 - Agenda/Meeting Materials**
- E. **Board of Education - Approval of Amendments to Board Bylaw 9323 - Meeting Conduct**
- F. **Human Resources - Personnel Assignment Orders**
- G. **Human Resources - Approval of Unpaid Internship Placement Agreement Between Conejo Valley Unified School District and California State University, Northridge**
- H. **Human Resources - Approval of Renewal Contract - Frontline Education**
- I. **Human Resources - Approval of Contract Renewal - San Joaquin County Office of Education**

- J. **Instructional Services - Approval of Overnight Trip Request - Newbury Park High School's Chamber Orchestra**
- K. **Instructional Services - Approval of Overnight Trip Request - Thousand Oaks High School's Cheer Squad to UCA Cheer Camp**
- L. **Instructional Services – Approval of Renewal Contract with Craig Newton - Sycamore Canyon School**
- M. **Instructional Services – Approval of Renewal Contract with Craig Newton - Banyan Elementary School**
- N. **Instructional Services - Approval of Renewal Contract with Solution Tree, Inc.**
- O. **Instructional Services - Approval of Contracts Under \$5,000**
- P. **Instructional Services - Approval of Renewal Contract with Secural Security Corporation for Newbury Park High School**
- Q. **Instructional Services - Approval of New Contract - Lucca Petrucci**
- R. **Instructional Services – Approval of Renewal Contract with Conejo Recreation and Park District (CRPD) for Aspen Elementary - Lunch Recess Program**
- S. **Instructional Services – Approval of Renewal Contract with Conejo Recreation and Park District (CRPD) for a TK/K PE Program for Aspen Elementary**
- T. **Student Services - Approval of Renewal Contract with Thrive Testing Center**
- U. **Student Services - Approval of Contracts Under \$5,000**
- V. **Student Services - Approval of New Contract with Helping Hands Psychology, Inc. dba Thrive Care Neuropsychology**
- W. **Student Services - Approval of Renewal Contract with Everway LLC**
- X. **Student Services - Approval of New Contract with Neurosense Psychology, PC**
- Y. **Student Services - Ratification of Alternative Dispute Resolution (under \$50,000)**
- Z. **Student Services - Approval of Contracts for Residential Treatment Center Placement**
- AA. **Student Services - Approval of the 2026-2027 SELPA Master Contract with Zen Educate**
- AB. **Student Services - Approval of Contract for Non-Public School Placements**
- AC. **Business Services - Disposal of Surplus and Obsolete Equipment**
- AD. **Business Services - Approval of Purchase Order Report (POs exceeding \$5,000)**
- AE. **Business Services - Approval of Purchase Order Report (POs under \$5,000)**
- AF. **Business Services - Acceptance of Donations/Gifts**
- AG. **Business Services - Approval of Transfer of Funds - June and July 2026**
- AH. **Business Services - Ratification of Warrants - June and July 2026**
- AI. **Business Services - Measure I and Other Sources - Notices of Completion**
- AJ. **Business Services - Approval of Quarterly Report on Williams Uniform Complaints**

- AK. **Business Services - Approval of Settlement Agreement - BKK Working Group v. 1700 Santa Fe Ltd et al., Case 2:18-cv-05810-MWF-PLA**
- AL. **Business Services - Approval of Application to Receive Mandated Block Grant Funding for Fiscal Year 2026-2027**
- AM. **Business Services - Approval of Designation of VCSSFA Representative and Alternate**
- AN. **Business Services - Approval of Addendum to the Certification of Signatures for 2026-2027**
- AO. **Business Services - Ratification of Agreement with Raptor Technologies**
- AP. **Business Services - Ratification of Data Protection and Data Management Solution Purchase**
- AQ. **Business Services - Approval of Amendment to Joint Use of Facilities Agreement with Conejo Recreation and Park District**
- AR. **Business Services - Approval of the Software Services Agreement with DSSV, Inc. dba Brightwheel for the Conejo Valley Adult Education Horizon Hills Parenting Program**
- AS. **Business Services - Approval of Adult School Courses for 2026-2027**
- AT. **Business Services - Approval of Renewal Contract with Secural Security Corporation for Conejo Valley Adult Education**
- AU. **Business Services - Facilities, Maintenance & Operations Department - Ratification of Filming Contract for 2026-2027**
- AV. **Business Services - Facilities, Maintenance & Operations Department - Ratification of Contract with Cintas Corporation for Districtwide Custodial Supply Rental**
- AW. **Business Services - Approval of Award of Contract for Child Nutrition Serving Counter Equipment**

5. INFORMATION/DISCUSSION ITEMS - GENERAL

A. Student Services - Presentation: Back to School Community Partnerships

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

Mrs. Harrison and Mrs. Bowman provided a presentation highlighting the important role of community partnerships in removing barriers to learning, promoting student attendance and engagement, and supporting academic achievement and student well-being. They shared information regarding the District's partnerships with the Assistance League of Conejo Valley, Conejo Free Clinic, and Conejo Schools Foundation, and highlighted programs and resources providing clothing, school supplies, vision and dental care, immunizations, toiletries, and other essential items to McKinney-Vento students, foster youth, and other students with identified needs. The presentation emphasized the growing needs of the District's most vulnerable students and encouraged the community to support local organizations that help ensure students have the resources they need to succeed.

Board members expressed appreciation for the District's community partnerships and recognized the important role these organizations play in supporting students and connecting them with needed resources. They also thanked District staff and community partners for their continued commitment to student success.

B. Board of Education - Discussion of Board Bylaw 9270 - Conflict of Interest and Exhibit A - Designated Positions and Filing Officers

Dr. McLaughlin stated the bylaw revisions stem from changes to previously proposed Gamut language, while the Exhibit revisions were specific to changes in job titles. He noted that the Exhibit is reviewed annually and revised as needed to reflect changes to designated positions. There was no Board discussion.

C. Instructional Services - Discussion of Board Policy and Administrative Regulation 6158 - Independent Study

Mr. Loo noted that the revisions included minor updates to GAMUT language based on changes over the past two years. The revisions clarify that independent study may be provided for a single school day, reflecting current District practice. There was no Board discussion.

D. Business Services - Discussion of Revised Administrative Regulation 3350 - Travel, Meal, and Meeting Expenses

Dr. Hayek reviewed annual updates to the District's travel and meal reimbursement procedures, including mileage reimbursement for employees using personal vehicles for District business based on the IRS rate, a 30-day deadline for submitting reimbursement requests, and parameters for meeting refreshments and meal reimbursements. He noted that District travel has decreased significantly, with travel generally approved when grant funded, and that efforts are made to remain below allocated reimbursement limits.

Dr. Hayek responded to a Board member's question regarding whether the change in the reimbursement submission timeframe would increase the workload for fiscal staff.

E. Business Services - Discussion of Monthly Automobile Allowance Schedule as Exhibit 1 to Administrative Regulation 3350 - Travel, Meal, and Meeting Expenses

Dr. Hayek explained that the District has historically provided a monthly mileage stipend and proposed a flat monthly amount of \$335 to simplify the process. The amount reflects the current rate and may be adjusted in the future based on changes to the IRS mileage rate.

Dr. McLaughlin noted that Executive Cabinet members are not affected by this change and do not receive a flat monthly stipend, as they submit monthly mileage reimbursement logs. He also clarified that the stipend applies to eligible classified and certificated employees, not solely management.

Dr. Hayek responded to a Board member's questions regarding whether the stipend is a new practice and if the stipend applies to the eligible position rather than the individual employee.

F. Business Services - Discussion of New Exhibit to Administrative Regulation 3513.1 - Cellular Phone Reimbursement Allowance Schedule

Dr. Hayek explained that the policy allows for a cell phone allowance for employees who use their personal phones for District business, reducing the need to carry separate phones. He noted that the proposed stipends include two tiers, \$35 per month or \$50 per month for employees requiring 24-hour access, and are based on a review of comparable public agencies.

Dr. Hayek responded to a Board member's questions regarding whether the proposed stipend amounts were consistent with those of comparable public agencies and whether the practice was newly implemented.

G. Board Committee Reports

Trustee Powell reported on her and Trustee Gorback's attendance at the recent TOPASS meeting, noting that the organization provides annual funding to support CVUSD schools through an endowment. She shared that approximately \$500,000 is currently available for District facility improvements, with proposed projects including improvements to the Thousand Oaks High School pool area and decking, as well as the stadium press box and bleachers.

Trustee Gorback noted that the pool improvements were being seriously considered, while other facility improvements remain pending state agency approval.

Dr. Hayek clarified that the pool area upgrades will be submitted to the Division of the State Architect (DSA) and that other stadium improvements remain in the design phase pending a determination of available funding.

H. Comments - Board of Education

Board members provided comments and welcomed Trustee Oben as the new Student Board Trustee for the 2026–27 school year.

I. Comments - Superintendent

Dr. McLaughlin provided comments and thanked all District Office and school site staff for their efforts in preparing campuses to welcome students for the new school year.

6. ADJOURNMENT

A. Future Board Topics / Activities

The Board reached consensus to add the following topic for discussion at a future Board meeting:

- Update on cell phone policy (Spring 2027)

B. Adjournment

President Sylvester adjourned the Open Session at 7:19 p.m. The next regularly scheduled Board meeting will be Wednesday, September 2, 2026, 5:30 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.

9/2/26

Date



Board Clerk

9/2/26

Date



Superintendent

Please note that all regular CVUSD Board Meetings are recorded for public viewing, are considered matters of Public Record, and are housed on the CVUSD website in perpetuity. The video recording of this Board meeting can be viewed on the CVUSD website on the Board of Education page under *Board Meeting Videos – Watch Meetings Live* at the following link:

<https://www.youtube.com/channel/UCwMRcdezDa6wbm8DhLrV-HQ>