



REGULAR MEETING OF THE BOARD OF EDUCATION - August 11, 2026 Minutes

Tuesday, August 11, 2026 - Adopted

Closed Session, 4:30 PM

Regular Meeting, 5:30 PM

District Office Board Room 5297 Maureen Lane Moorpark, California 93021

1. MEETING OPENING

A. Call to Order

Board President Van Dam called the closed session to order at 4:36 PM and the regular meeting to order at 5:32 PM.

B. Roll Call

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

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

ABSENT: Board Member Nathan Sweet

2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

A. Guidelines for Public Comments on Closed Session Items

Board President Van Dam 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: District Superintendent – Government Code Section 54957
- C. Public Employee Employment – Government Code Section 54957
- D. Public Employee Discipline/Dismissal/Release - Government Code Section 54957

4. RECONVENE TO OPEN SESSION

- A. Recognition of a Quorum

Board President Van Dam recognized the presence of a Board quorum and reconvened the meeting to open session at 5:32 PM.

- B. Public Announcement of Reportable Action Taken in Closed Session

No reportable action taken in closed session.

- C. Pledge of Allegiance

Dan Wolowicz led the Pledge of Allegiance.

- D. Reordering and Approval of the Agenda – Motion No. 1

On a motion by Robert Perez and second by Amy Adams, the Board approved the agenda as presented.

Moved by: Robert Perez; seconded by: Amy Adams

Yes: Ute Van Dam, Dan Burchfield, Robert Perez, and Amy Adams

Approved 4-0

- E. Approval of Minutes – Motion No. 2

On a motion by Robert Perez and second by Amy Adams, the Board approved the minutes of the June 16, 2026 and June 18, 2026 regular meetings.

Moved by: Robert Perez; seconded by: Amy Adams

Yes: Ute Van Dam, Nathan Sweet, Dan Burchfield, Robert Perez, and Amy Adams

5. PUBLIC COMMENT

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

June Dubreuil addressed the Board regarding the Moorpark Education Foundation, including fundraising efforts and membership drive.

6. REPORT FROM SUPERINTENDENT

- A. Summer Highlights Update

Dr. Hays reported on the following: The successful summer programs for students at MHS, SPED and ELOP; 20,000 meals served to Moorpark students; installation of new high-resolution security cameras at the secondary schools and repurposing existing cameras to the elementary sites; internet upgrades; new flooring installation at CMS; new roof installation for the MHS auxiliary gym; staffing updates; and the annual Bike and Scooter giveaway at Flory School. And lastly, Dr. Hays shared a news clip of MHS student Yash Oruganti for having received the Congressional Gold Medal and being recognized as the *Hometown Hero* on Channel 2 local news for his volunteer work.

7. REPORT FROM DISTRICT BOARD MEMBERS

- A. Individual Board Member Reports

Robert Perez reported on the following: family summer activities; excited for the new school year; recent Miss Moorpark pageant; and thanked the community for their continued support and trust in allowing him to remain on the School Board another term to represent trustee area 3, as no other candidate filed paperwork for the November 2026 election.

Amy Adams reported on the following: family summer activities and complemented the school regarding the MHS student check-in procedures.

Dan Burchfield reported on the following: Memorial Walk for his son, Joel; THS@MC 1st day of school visit; and attended the Family Resource Fair.

Ute Van Dam reported on family news and summer activities.

8. **CONSENT AGENDA – MOTION NO. 3**

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

Moved by: Robert Perez; seconded by: Dan Burchfield

Yes: Ute Van Dam, Dan Burchfield, Robert Perez, and Amy Adams

Approved 4-0

- A Classified Employment Report No. 08-11-26-01
- B Certificated Employment Report No. 08-11-26-01
- C Payment of stipends
- D Teacher Assignment Authorizations for 2026-2027 school year.
- E Workers' Compensation Insurance Coverage
Resolution No. 2026-2027-01, which provides for Workers' Compensation insurance coverage for authorized personnel performing volunteer service, student teachers, and students performing in Exploratory Work Experience.
- F Student Teaching Agreements/Memorandums of Understanding
Approval of the following student teaching agreements/MOUs:
 - 1. MOU, MUSD and Azusa Pacific University for educational field experience, 2026-2029
 - 2. MOU, Alliant University for clinical training experience, 2026-2029
 - 3. Student Teaching Agreement, California Lutheran University to provide teaching experience through practice teaching, August 1, 2026-2029
 - 4. Placement Agreement, Western Governors University for clinical experience training, August 2026-August 2029

[8-11-26 MOU Azusa Pacific University 2026-2029.pdf](#) 

[8-11-26 MOU Alliant University.pdf](#)  [8-11-26 CLU MOU.pdf](#) 

[8-11-26 WGU MOU.pdf](#) 
- G School Plans for Student Achievement
Approval of the School Plans for Student Achievement (SPSA) ATSI Plans for Mesa Verde Middle School, Chaparral Middle School, and Moorpark High School.

[8-11-26 CMS SPSA.pdf](#)  [8-11-26 MVMS SPSA.pdf](#)  [8-11-26 MHS SPAS.pdf](#) 
- H Business: Agreements for Services
Approval of the following agreements for services:
 - 1. Interface Family Services, MOU 2026-2027 - no cost
 - 2. VCOE, K-12 Library Support Services, 2026-2027 - \$7,920.00
 - 3. Dale Scott & Company (DS&C) - Bond Post Issuance Compliance Services for 2026-27 - \$5,000 + other services
 - 4. Falcon Roofing Company - MHS Aux Gym Repair - \$8,000.00
 - 5. VCOE (#SpEd 27-023) - Special Education Transportation Services - \$253,824.00
 - 6. Natural Gas Solutions (MHS Gas Leak Repair) - \$11,178.00

7. JBK Inspection - DSA Inspector for Peach Hill Shade Structure Project (2026-2027) - \$3,300.00
8. Smith Paving - PH Shade Structure Project (planter removal) - \$7,900.00
9. Oak Park Unified School District - Emergency Transportation Services for July 1, 2026 - June 30, 2029
10. Venterra - CMS Staff Lounge Abatement Project - \$5,325.00
11. Carpet Crown - Peach Hill LVT (Room 0 Project) - \$10,974.00
- 12.

[8-11-26 Interface MOU 2026-27.pdf](#) 

[8-11-26 VCOE Library Support Services MOU 2026-27.pdf](#) 

[Dale Scott & Co - Bond Issuance Compliance Services 2026-27.pdf](#) 

[Falcon Roofing - MHS Aux Gym Roof Repair.pdf](#) 

[VCOE SpEd Transportation Services for 2026-27- SPED27-023.pdf](#) 

[Natural Gas Solutions - MHS Gas Leak Repair Agreement 26-27.pdf](#) 

[JBK Inspection - DSA Inspection for PH Shade Structure Project - Agreement.pdf](#) 

[Smith Paving - Peach Hill Shade Structure planter removal - Agreement 26-27.pdf](#) 

[OPUSD Emergency Transportation Agreement 7-1-26 through 6-30-29 signed.pdf](#) 

[Venterra - CMS Staff Lounge Abatement Agreement 2026-27.pdf](#) 

[Carpet Crown - Peach Hill LVT Project \(Classroom 0\).pdf](#) 

I Obsolete Materials

Declaration of obsolete/surplus by the Superintendent. It is recommended that the Board authorize the disposal of the instructional materials and textbooks as specified in AR 3270.

[HSMC - Obsolete Materials - 06-16-2026.pdf](#) 

J Warrants issued through July 31, 2026

[June 2026 & July 2026 Warrant Report.pdf](#) 

K Ratification of Purchase Orders

Ratification of the referenced purchase orders in the total amount of \$8,015,676.87.

2025-2026: CO Series: CO26-00344 - CO25-00397; F Series: F26-00049 - F26-00052; P Series: P24-00817, P26-01365 - P26-01668; TP Series: TP26-00101 - TP26-00102.

2026-27: B Series: B27-00001 - B2700134; CO Series: CO27-00001 - CO27-00023; F Series: F27-00001 - F27-00010; FB Series: FB27-00001 - FB27-00011; P Series: P27-00001 - P27-00119; TP Series: TP27-00001 - TP27-00027.

[Board Report 06 01 2026 - 07 31 2026.pdf](#) 

9. PERSONNEL-GENERAL ACTION/DISCUSSION ITEMS

A. Proposed New Classified Job Description: School Bus Dispatcher – Motion No. 4

A First Reading was held on the proposed new classified job description: School Bus Dispatcher. Following the First Reading and on a motion by Amy Adams and second by Dan Burchfield, the Board waived the Second Reading and approved the proposed new classified job description as presented.

Moved by: Amy Adams; seconded by: Dan Burchfield

Yes: Ute Van Dam, Dan Burchfield, Robert Perez, and Amy Adams

Approved 4-0

[8-11-26 Job Description - Bus Dispatcher.pdf](#) 

B. Proposed Replacement-Classified Management Job Description: from Public Information Officer to Director of Communications – Motion No. 5

A First Reading was held on the proposed replacement classified management job description: Public Information Officer to Director of Communications. Following the First Reading and on a motion by Robert Perez and second by Amy Adams, the Board waived the Second Reading and approved the proposed replacement job description as presented.

Moved by: Robert Perez; seconded by: Amy Adams

Yes: Ute Van Dam, Dan Burchfield, Robert Perez, and Amy Adams

Approved 4-0

[8-11-26 Job Description - Director of Communications 2026.pdf](#) 

C. Variable Waiver for 2026-2027 school year – Motion No. 6

On a motion by Dan Burchfield and second by Amy Adams, the Board approved the employment of the following employee on the basis of a variable waiver for the 2026-2027 school year.

Employee: Kellie Rowitz

Job Title: Teacher – Speech Therapy – DIS

Subject: Speech and Language

Grades: K-5th

School: Peach Hill & Flory Academy

Moved by: Dan Burchfield; seconded by: Amy Adams

Yes: Ute Van Dam, Dan Burchfield, Robert Perez, and Amy Adams

Approved 4-0

10. INSTRUCTION-GENERAL ACTION/DISCUSSION ITEMS

A. Williams Quarterly Report Disclosure

In accordance with Education Code Section 35186, school districts must provide quarterly reports to disclose any Williams Uniform Complaints filed for the period of January-March 2026. Attached is the Moorpark Unified School District's April 2026 Quarterly Report on Williams Uniform Complaints, indicating that no complaints were filed with any school in the District during this quarter. This information is for public reporting purposes only; no Board action is required.

[July 2026 Williams Quarterly Report.pdf](#) 

B. VCOE Quarter 4 Williams Report, 2025-2026 Fiscal Year - Chaparral Middle School & Mesa Verde Middle School

The Ventura County Office of Education has completed the Quarter 4 Williams Report for the 2025-2026 fiscal year for Chaparral Middle School and Mesa Verde Middle School. Attached are the Summary Reports of Findings for the April-June 2026 visitation periods, indicating all areas reviewed were found to be in compliance. This disclosure is for public reporting purposes only; no Board action is required.

[8-11-26 CMS VCOE 2025-26 \[Q4\] Williams Visitation Report.pdf](#)  [8-11-26 MVMS VCOE 2025-26 \[Q4\] Williams Visitation Report.pdf](#) 

11. BUSINESS-GENERAL ACTION/DISCUSSION ITEMS

A. Revisions-2026-2027 Local Control Accountability Plan (LCAP) - Informational Item

The Ventura County Office of Education reviewed the District's 2026-2027 LCAP and requested the inclusion of supplemental funding sources and to identify them as contributing expenditures. This information is for public reporting purposes only; no Board action is required.

[8-11-26 2026-2027 MUSD Local Control and Accountability Plan - Revised 07-31-2026.pdf](#) 

B. 45 Day Budget Revision

Education Code Section 42127(h) calls for the public review of any revisions to revenues or expenditures that a local educational agency (LEA) makes within 45 days of the enactment of the State Budget. Governor Newsom signed the 2026-27 Budget Act on June 29, 2026. The 45th calendar day falls on Thursday, August 13, 2026, which is the deadline to make public any local budget revisions for revenues and expenditures to reflect the Budget Act.

The District's 45-day budget revision form, with notes, is attached. This information is for public reporting purposes only; no Board action is required.

[8-11-26 2026-27 MUSD 45-Day Budget Revision.pdf](#) 

C. Mandate Block Grant Application - Fiscal Year 2026-27

The Moorpark Unified School District submitted an application for funding for the Mandate Block Grant (MBG) program for fiscal year 2026-2027, pursuant to Government Code Section 17581.6. Funding apportioned for the 2026-27 MBG is specifically intended to fund the costs of the programs and activities identified in the GC Section 17581.6(f). A school district or county office of education that receives MBG funding shall not be eligible to submit claims to the State Controller for reimbursement pursuant to GC Section 17560 for any costs of any state mandates identified in GC Section 17581.6 (f) incurred in the same fiscal year that MBG funding is received.

This item is for informational purposes only; no Board action is required.

[2026–27 Mandate Block Grant Application - MUSD.pdf](#) 

D. Changer Order 1 (CO1): Chaparral MS Flooring Project – Motion No. 7

As part of the Chaparral MS flooring project, the science building plans called for removal of sheet vinyl flooring and installation of a sealed and polished concrete floor. Following demolition and review of a mock up finish, it was discovered that the specification for sealed concrete did not provide the appropriate aesthetic and maintenance performance properties. Staff requested a proposal to support a polished concrete finish. The cost of \$31,956.17 exceeds 10% of the project cost, and requires a change order.

The cost of the change order will be funded via Redevelopment Agency Funds (Fund 25).

On a motion by Robert Perez and second by Dan Burchfield, the Board approved Change Order 1 for the Chaparral MS Flooring Project.

Moved by: Robert Perez; seconded by: Dan Burchfield

Yes: Ute Van Dam, Dan Burchfield, Robert Perez, and Amy Adams

Approved 4-0

[Staff Report - CMS Flooring Project Change Order #1.pdf](#) 

[CMS Flooring Project - Spectra Flooring Change Order 1](#) 

12. DISTRICT POLICIES

13. PENDING AGENDA ITEMS FOR FUTURE BOARD MEETINGS

14. 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 September 8, 2026 at 5:30 PM in the District Office Board Room, 5297 Maureen Lane, Moorpark, California.

15. ADJOURNMENT – Motion No. 8

On a motion by Robert Perez and second by Amy Adams, the Board adjourned the August 11, 2026 regular meeting at 6:09 PM.

Moved by: Robert Perez; seconded by: Amy Adams

Yes: Ute Van Dam, Dan Burchfield, Robert Perez, and Amy Adams

Approved 4-0

16. ADA NOTICE

- A. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the Superintendent's Office at (805) 378-6300 at least 48 hours before the meeting, if possible. Any writing that is a public record relating to an open session agenda item and that is distributed to all or a majority of the Board less than 72 hours prior to a regular meeting will be made available for public inspection at the District Office, located at 5297 Maureen Lane, Moorpark, California.

Board President

Clerk of the Board

Secretary to the Board