

CONEJO VALLEY UNIFIED SCHOOL DISTRICT

**REGULAR MEETING OF THE
EDUCATIONAL TELEVISION FOR THE CONEJO (ETC)
BOARD OF DIRECTORS**
TUESDAY, SEPTEMBER 18, 2018
3:00 P.M. OPEN SESSION

AGENDA

LOCATION

Conejo Valley Unified School District
District Office Conference Room B1
1400 E. Janss Road
Thousand Oaks, CA 91362

BOARD OF DIRECTORS

Sue Wells, President (2018)
Denise Reader, Secretary (2020)
Victor Hayek, Ed.D., Treasurer (2019)
Santee Everett (2019)
Mark McLaughlin, Ed.D., (2018)

EXECUTIVE DIRECTOR

Terry McCallum

HELPFUL INFORMATION

PERSONS WITH DISABILITIES REQUIRING SPECIAL ACCOMMODATIONS TO PARTICIPATE IN A COMMITTEE MEETING SHOULD CONTACT THE BUSINESS SERVICES OFFICE PRIOR TO THE MEETING - PHONE 805-497-9511, EXTENSION 206, OR EMAIL MODELL@CONEJOUSD.ORG

If you are on the agenda to present a report and need to use a computer and audio equipment, please contact the Business Services Office 24 hours prior to the meeting at 805-497-9511, extension 206, or email modell@conejousd.org.

If you wish to address the Educational Television for the Conejo Board of Directors, it is necessary to complete a speaker form (blue) and hand it to the recording secretary. If you would like to make comments about items not on the agenda, a speaker form should be completed and *submitted prior to the Public Comments section* of the agenda. If you wish to address an agenda item, please complete and *submit your form prior to the Action section* of the agenda. Pursuant to the Brown Act, the Committee cannot enter into a formal discussion nor can a decision be made in regard to public comments. The Committee may provide a reference to staff or other resources of information, request staff to report back at a subsequent meeting, or direct staff to place an item on a future agenda. Public comments will be limited to three minutes. On those occasions where there is an unusually large number of speaker cards, the Committee President may make the decision to decrease the time. Please present your comments in a factual, respectful, and dignified manner that models how we expect our children to participate in the democratic process.

If you wish to register your opinion on a topic but not speak, please fill out a public written statement form (yellow) and hand it to the recording secretary. Members of the Board of Directors will review these forms following the meeting.

Your input is greatly appreciated. The information on the speaker cards will assist the President in conducting the meeting and is needed for the official minutes. The information on the cards will become public record. Thank you for your cooperation and compliance with these guidelines. Please feel free to call the Business Services office if you have any questions (805-497-9511 x206).

REGULARLY SCHEDULED COMMITTEE MEETINGS 2018/2019

September 18, 2018
January 29, 2019
May 14, 2019

AGENDAS ARE POSTED AT THE FOLLOWING LOCATIONS

CVUSD District Office, 1400 E. Janss Road, Thousand Oaks, CA

This serves as the main posting location pursuant to the Brown Act, Government Code §54954.2(a)

Additional Locations

Newbury Park High School, 456 Reino Road, Newbury Park, CA
Thousand Oaks High School, 2323 Moorpark Road, Thousand Oaks, CA
Westlake High School, 100 N. Lakeview Canyon Road, Westlake Village, CA
CVUSD District Operations Facility, 750 Mitchell Road, Newbury Park, CA
District website: www.conejousd.org

AGENDA
EDUCATIONAL TELEVISION FOR THE CONEJO (ETC)
BOARD OF DIRECTORS
Tuesday, September 18, 2018

I. 3:00 P.M. REGULAR SESSION

Opening Provisions

- A. President will Call the Meeting to Order and Roll Call
- B. Pledge of Allegiance
- C. Announcements and Procedures
- D. Approval of the Agenda
- E. Comments
 - a. Public

Pursuant to the Brown Act, the Board members cannot enter into formal discussion with individuals making public comments to the Committee. The Committee cannot take action on any issues raised during public comments that are not on the meeting agenda. Individual Committee members may respond to public comments during the Individual Committee Member's Comments section of the agenda (I.E.3.).
 - b. Individual Board of Directors – Comments
- F. Executive Director Report

II. ACTION ITEMS

- A. Annual Elections
 - a. (Re) Election of Directors
 - i. Sue Wells
 - ii. Mark McLaughlin
 - b. Nominations for President
 - c. Election of President
- B. President assumes control of meeting
 - a. Nominations for Secretary
 - b. Election of Secretary
 - c. Nominations for Treasurer
 - d. Election of Treasurer
- C. Approval of Minutes of May 16, 2018 Meeting (Attachment A of this packet)

III. INFORMATION / DISCUSSION ITEMS / OLD BUSINESS

- A. 2017-2018 Recap of activities – Terry
- B. 2018-2019 Budget – Terry
- C. Donations from Sponsors Update –Terry

IV. TOPICS FOR NEXT MEETING

V. ADJOURNMENT

NEXT MEETING
January 29, 2019

ATTACHMENT A

Tentative Minutes of the May 16, 2018, Committee Meeting
presented for action by the Committee on September 18, 2018
(Action Item II, A)

EDUCATIONAL TELEVISION FOR THE CONEJO (ETC) BOARD OF DIRECTORS

MINTUES – MAY 16, 2018 1:30 P.M.

Conejo Valley Unified School District

Conference Room B1

1400 E. Janss Road, Thousand Oaks, California 91362

OPEN REGULAR SESSION – OPENING PROVISIONS

Call to Order and Roll Call

Sue Wells, ETC President, called the meeting to order at 1:33 p.m. and called roll:

<u>Board of Directors</u>		<u>Other Attendees</u>	
Sue Wells, ETC President	Present	Terry McCallum, Executive Director	Present
Denise Reader, ETC Secretary	Present	Richard Blake, A/V Technician	Present
Victor Hayek, Ed.D. Treasurer	Present	Cindy Goldberg, Exec. Dir., CSF	Present
Sandee Everett, Director	Absent		
Mark McLaughlin, Ed.D. Director	Present		

Sue Wells led the Pledge of Allegiance and read the procedural announcements.

Approval of the Agenda

Denise Reader moved to approve the Agenda as written, Dr. Hayek seconded the motion, and the motion carried 4-0.

Comments

1. Public – None
2. Executive Director

Terry McCallum reported that ETC is an official CIF broadcaster which helped the schools to approve broadcasting of sport games. CIF assigned ETC to cover Playoff Finals games from Ventura County, Santa Clarita and Santa Barbara areas. CIF asked to cover State Playoff games. Streamed CIF playoffs on NFHS but not on ETC channel, Mr. McCallum wants direction on what sporting events to broadcast on the channel since we have the rights to broadcast these games. It was agreed to use non-district games as fillers if a program is needed finish a schedule.

Mr. McCallum is looking for a new studio to do their weekly student broadcasts since the studios at Thousand Oaks High School, Los Cerritos Middle School and Westlake High School have been removed. Mr. McCallum will talk with principals to see who would be willing to give a room for a studio.

Mr. McCallum wants direction on what ETC should cover. He would like to cover everything from Camarillo to Calabasas and to become the Marmonte League Channel. He was working toward that goal when Mr. McCallum was given direction by the previous Superintendent to only cover our high schools. He has been contacted by Moorpark Community College and California Lutheran University for joint broadcast opportunities that he would like to participate in. Past summer programing for ETC was our student reporters doing stories on our students' activities during the summer out in the community. These stories would

include performances at the Thousand Oaks Civic Arts Center, the Conejo Recreation & Park District's summer program at our high schools and other community events.

Mr. McCallum presented a potential programming schedule for May 2018. He created a serial number system for each recording listed at the end of the program description to make coordination easier for himself and Richard Blake.

ACTION ITEMS – GENERAL

Approval of Minutes Dated February 6, 2018

Denise Reader moved to approve the Minutes as submitted. Dr. Hayek seconded the motion, and the motion carried 4-0.

INFORMATION / DISCUSSION ITEMS

Donations from Sponsors – Terry McCallum

Terry McCallum reported he talked with restaurants and banks on wanting to do sponsorships for programs monthly. Mr. McCallum also reported that the booster clubs are willing to add our programming sponsorship to their packages of athletic sponsorships.

Topics for the Next Meeting

None.

NEW BUSINESS

MOU for 2018-2019

Dr. Hayek reported the MOU will be on the Board agenda for information June 5, 2018 and then for action on June 19, 2018.

2018-2019 Budget – Terry

Mr. McCullum submitted a budget for the remaining calendar year, he will revise the budget to correlate with the fiscal year.

Meeting Dates for 2018-2019

Change the June 18, 2019 meeting to May 14, 2019.

Quicken Purchase

Dr. Hayek would like to buy Quicken for ETC since there is more activity with the account. Cindy Goldberg mentioned a website called TechSoup where non-profits get computer programs at a discounted rate. Ms. Goldberg will check what is available and get back to Dr. Hayek.

ADJOURNMENT

Sue Wells adjourned the Open General Session at 2:21 p.m. The next scheduled meeting is:

Date: Tuesday, September 11, 2018

Time: 3:00 p.m.

Place: TBD

Date

President