



CONEJO VALLEY UNIFIED SCHOOL DISTRICT
CVUSD Board Room
1402 E. Janss Rd., Thousand Oaks, CA 91362
BOARD OF EDUCATION SPECIAL MEETING
Thursday, May 27, 2021

MINUTES

1. OPENING PROVISIONS

A. Call the Meeting to Order and Roll Call

Call to Order and Roll Call: President Fitzgerald called the meeting to order at 10:00 a.m. Board Members present: President Jenny Fitzgerald, Vice President Bill Gorback, Karen Sylvester, Lauren Gill, Cindy Goldberg, and Student Trustee Addie Craig. Administration present: Dr. Mark McLaughlin, Superintendent; Victor Hayek, Deputy Superintendent, Business Services; Jeanne Valentine, Assistant Superintendent, Human Resources; Lou Lichtl, Assistant Superintendent, Instructional Services and Dr. Lisa Miller, Assistant Superintendent, Student Services.

B. Pledge of Allegiance

C. Approval of the Agenda

President Fitzgerald asked for unanimous consent to approve the Agenda, to which there were no objections. The motion was approved.

D. Comments – Public

President Fitzgerald announced that there were no public comment requests or public written statements submitted.

2. STUDY SESSION

A. District Goals/Budget Committee Recommendations/Future Guidance to Budget Committee

District Goals: Dr. McLaughlin provided background on the establishment of District Goals, which includes the mission statement/vision, multiple LCAP goals that meet with respective goals, measuring and reporting results with an action statement tied to each goal, baseline metrics and desired outcomes, and actions taking place.

Highlights for Goal 1 (Dr. Miller):

- Increase direct services to students to support their social-emotional learning and mental health needs in a coordinated manner as part of a student's general education experience.
- Strengthen the overall foundation of social emotional learning and Multi-Tiered Systems of Supports for all students through grade-span specific social-emotional learning lessons and targeted skill development (Tier 1).
- Strengthen and provide support for students who may need extra instruction/support to develop social emotional skills through small group or individual targeted supports and interventions (Tier 2).

- Includes the hiring of two (2) full-time mental health clinicians to provide direct supervision to Wellness Counselor interns.
- Create Wellness Centers at each comprehensive high school staffed with interns and one (1) Mental Health Clinician.

Board members provided the following comments/questions regarding Goal 1:

- Concern with the need for long-term connections with students rather than short-term assistance from interns – staff responded that there is a supply and demand issue with Intensive School Based Therapists (ISBT) staff.
- Can the District adequately staff wellness centers on high school campuses? Staff responded that they are confident that enough interns will be hired to adequately staff the wellness centers.
- Is the jump from baseline to Year 1 metrics plausible? Staff anticipates a surge of mental health needs and plans to train teachers/staff on how to support students, look for signs of distress, and direct students to available resources.
- What is the expected level of interaction between Mental Health Clinicians and students in the Wellness Centers? Staff responded that Mental Health Clinicians will likely have some level of interaction with students but may not develop a relationship with every student as their primary responsibility is to supervise the Wellness Counselors and interns.
- How are the Wellness Centers currently working? Staff responded that Wellness Centers have been established at two sites with coping supplies and materials. They are not fully staffed yet with interns, and students are accessing the centers to some degree but are not on campus for full days.
- When will training occur for teachers and counselors? Staff responded that professional development is being planned for teachers and counselors prior to the start of the 2021-22 school year, and that training will also be built in during the school year.
- How does the 60 minutes per week of Social Emotional Learning lessons tie in with the curriculum? Staff responded that the lessons, including social emotional skills and strategies, are naturally incorporated into existing lessons, with some structured events.
- Recommendation on formatting – add some reference to metrics for each goal and include the goal percentage.

Highlights for Goal 2 (Dr. McLaughlin, Mr. Loo):

- Focus on increasing educational equity for all CVUSD students within the standard grading process and curriculum implementation.
 - Create a uniformed secondary grading policy
- Address lack of diversity in materials/books by adopting books from more diverse authors.
- Build working groups based on diversity and equity, including teachers.
- Adopt core curriculum and supplemental materials consistent with the Fair Education Act in K-12 history/social science curriculum.

Board members provided the following comments/questions regarding Goal 2:

- What is the process to remove problematic books on the core literature list? Staff responded that there is not a process – a policy adjustment would be necessary to put in place with a plan to review the list every 2-5 years to see if other books are dropping off.
- Are the required books for all students? Staff responded that the required books are for all students, excluding students in the International Baccalaureate (IB) program.
- Important to provide support to teachers and administration and solicit feedback as the District brings forward new titles for approval.

- When will teachers be trained on the implementation of new core literature? Staff responded that teachers would receive compensation to create training materials over the summer for existing diverse texts.
- Important to involve the District's counselors in the core literature training as well.
- Update this goal/description to be more encompassing of all information. Provide more specificity in the goals related to core literature, addressing what the ultimate goal will be.
- Collect feedback on whether the addition of new core literature results in the use of these new materials.
- Incorporate information from the Commitment to Racial Equity Resolution into the actions under this goal.
 - Increase focus on the recruitment and hiring process
 - Acknowledge and address the general treatment of students and staff on campuses.
- Is there a process in place to solicit feedback from targeted groups to see if the addition of new literature is effective? Staff responded that there is no formal process in place but will investigate incorporating a process into the Board policy.
- Board has requested to receive an inventory of core literature used at the sites with the frequency of use. Staff responded that this information will be provided in an upcoming Board report.
- Discuss the restorative justice approach as a goal moving forward.

Highlights for Goal 3 (Dr. McLaughlin and Mr. Loo):

- Adopt and receive Board approval for a Comprehensive Sexual health and HIV/AIDS Education Curriculum that is compliant with the California Healthy Youth Act (CHYA).
- Provide training to staff (compensated with training pay) on the California Department of Education's Health Education Framework and allow for collaboration with others throughout the county.
- Provide Parent/Community Preview events for families to review the three proposed curricula and learn about CHYA.
- During summer and fall, provide training to teachers (compensated with training pay) on the materials approved by the Board.
- Include an additional action to create focus groups to gather feedback and input from teachers and students.
- Update the Family Life materials/videos and discuss next steps for curriculum updates for grades 4-6.
- Focus on using framework guidance to adopt materials that are aligned with the Fair Education Act.

Board members provided the following comments/questions regarding Goal 3:

- Is the District out of compliance with other standards? Should the goal be broadened to come into compliance with all required curriculums? Staff responded that we are behind in curriculum adoptions, and that the mathematics curriculum will be discussed next.
- What is the status of the Ethnic Studies curriculum? Staff responded that the District will be working with the Ethnic Studies team over the summer and are evaluating a phased-in approach prior to the compliance deadline of 2027.

Highlights for Goal 4 (Dr. Hayek):

Dr. Hayek presented information on enrollment history and ADA projections for 2022 and 2023, assumptions, revenue, expense and fund balance history, multi-year projections, pension spikes, reserve recommendations, and the impact of donations on revenue and expenses.

- The current budget goal is to present a balanced budget, defined as proposed expenses not to exceed estimated revenue, by June of 2024.

- Update and maintain position control roster.
- Establish staffing ratios tied to student enrollment and work toward a Memorandum of Understanding with bargaining units regarding staffing changes.
- Charge the Budget/LCAP Committee with special target goals with direct impact to expenditures.
- Budget supplies and services based on prior year actuals.
- Proposal of a new budget goal addressing the maintenance of an undesignated fund balance of no less than \$6 million, inclusive of the \$3 million fiscal stabilization reserve (FSR), with budget adjustments triggered when the projected balance in year three is forecast to be below \$3 million (inclusive of the FSR).

Board members provided the following comments/questions regarding Goal 4:

- Important to note that the District does not end up in a deficit from a public standpoint.
- Important that the District explain the difference in the operating deficit versus the final budget when discussing the budget publicly.
 - Staff recommended to review the budget each year with a multi-year approach.
 - Staff recommended providing a training for the Budget/LCAP Committee on the timeframe for closing the budget.
- Important to focus on balancing the budget each year rather than placing the major focus on multi-year balancing.

Highlights for Goal 5 (Ms. Gold):

- Implement community outreach, communication, and marketing strategies to increase student enrollment and provide information to future and current CVUSD families.
- Increase the District's exposure, reach and engagement through print, digital and social media.
- Identify the volume, value and effectiveness of marketing strategies and advertisements
- Formulate a Communications/Marketing Committee, including parents, staff members, students, and community members.
- Increase Web Content Specialist position from part-time to full-time.
- Increased focus on crisis communication management and adjustment of response tactics.

Board members provided the following comments/questions regarding Goal 5:

- Utilize District students as interns in the Communications Department to assist them in building skills and capacity and sharing their existing talents. Possibly expand internship idea beyond the Communications Department.
- Add Visual/Performing Arts (VPA), CTE and extra/co-curriculars to the metric on academic offerings (5.1).
- Update baseline metric to show the current status and what will be different for the next three years.
- Add measurement to the metrics – a specific number of percentages for increase purposes.
- Develop a standardized communications process.
 - Noted benefit for students to receive communications in class directly from teachers.
 - Determine types of communications that would go directly to students
 - Determine effectiveness of communications directly to students as opposed to their learn accounts.
- Create a subcommittee of the proposed Communications/Marketing Committee to focus solely on crisis communication and provide feedback from an outside perspective on clarity.

President Fitzgerald stated that the remaining agenda items discussing Budget Committee Recommendations and Future Guidance to the Budget Committee would be moved to a Special Board Session or added to a general agenda if there were no objections from Board members, which there were none.

3. ADJOURNMENT

A. Future Board Topics / Activities

The Board did not add any new topics to be discussed at future Board meetings.

B. Adjournment

President Fitzgerald adjourned the Open Session at 12:51 p.m. The next scheduled Board meeting will be Tuesday, June 1, 2021, 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.

June 15, 2021


Date



Clerk

June 15, 2021

Date



Superintendent

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<https://conejousd.org/Board-of-Education/Board-Meeting-Videos-Watch-Live>