

**World of Work Foundation Meeting Minutes**  
**Date: April 1, 2025**  
**Time: 1:30 PM**  
**Location: Business Services Conference Room**

Attendees: Scott Buxbaum, Miranda Durning, Jonathon Guertin, Michelle Hayes, Karen Minschew, and David Miyashiro.

1. Call to Order

Meeting called to order at 1:30 PM.

2. Approval of Minutes – January 28, 2025

Motion to approve minutes:

Moved by: Scott Buxbaum

Second: Miranda Durning

Vote: 5-0

Motion passed

3. Discussion: Contract Addendum – Hope King Teaching Resources, Inc.

Reviewed timeline and proposed solutions. *Attachment referenced.*

There was discussion related to the overall timeline and actions regarding the proposed professional learning sessions in 2024. Staff interest in attending the annual Get Your Teach On (GYTO) conference had been rising, prompting plans for a local, GYTO-inspired professional development session during CVUSD's Summer Academy. However, concerns from the CVUSD Board regarding presenter alignment led to a request for content review, which was denied by Hope King Teaching Resources, Inc. due to their use of independent contractors. As a result, the event was canceled, despite a \$77,500 payment already made. Although alternative services or a refund were initially offered, no refund was issued after promotional efforts were made on behalf of GYTO. To utilize the payment, the district will instead establish two World of Work (WOW) Engagement Labs for middle school students, providing immersive, career-connected learning experiences.

Motion to approve:

Moved by: Jon Guertin

Second: Michelle Hayes

Vote: 5-0

Motion passed

4. WOW Foundation Strategic Planning Meeting

Tentative date and time: April 28 at 10:00 AM

Discussed conducting a SWOT analysis

There was discussion on using the upcoming meeting to help shape the future direction of the WOW Foundation through focused strategic planning. A SWOT analysis will be used to identify key internal and external factors impacting the Foundation's work. The Board will also explore possible changes to its membership structure. Additional topics include planning for setting clear goals, milestones, and success indicators for the next 1 to 5 years.

5. WOW Foundation Organization of Officers

Motion to table for future discussion after gaining greater clarity on the foundation's future direction following the SWOT analysis:

Moved by: Michelle Hayes

Second: Miranda Durning

Vote: 5-0

Motion passed

6. Review and Acceptance of Board Member Annual Policies

Policies discussed:

- Conflict of Interest Policy
- Whistleblower Protection Policy  
President reminded committee members to sign and submit required documents.

7. Future Agenda Items

No additional items proposed.


8. Adjournment

Meeting adjourned at 2:03 PM.

Signatures:

President: Jon Guertin

Secretary: Karen Minshew

The image shows two handwritten signatures in blue ink. The first signature is for Jon Guertin, the President, and the second is for Karen Minshew, the Secretary. Both signatures are written over horizontal lines that serve as a baseline for the text.