



**BOARD OF EDUCATION**  
**Minutes of Regular Board Meeting**  
**August 31, 2021**

**CALL TO ORDER/MEETING PLACE**

Board President Angela Cutbill called the Board meeting to order at 4:53 p.m. at the Las Virgenes Unified School District, 4111 Las Virgenes Road, Calabasas, CA.

**BOARD MEMBERS PRESENT**

Angela Cutbill  
Dallas Lawrence  
Linda Menges  
Lesli Stein  
Dr. Kate Vadehra, M.D. (participated remotely from: Carretera Transpeninsular KM 22.5, Los Cabos, Baja California 23400 Mexico)

**BOARD MEMBERS ABSENT**

None

**BOARD OF EDUCATION DISCUSSION REGARDING CALENDARING ASSIGNMENTS AND GENERAL ANNOUNCEMENTS**

**ADJOURNMENT TO CLOSED SESSION**

The Board Adjourned to Closed Session at 4:58 p.m.

**ADJOURNMENT OF CLOSED SESSION**

Closed Session Adjourned at 5:44 p.m.

**CALL TO ORDER OPEN SESSION**

President Cutbill reconvened the Board meeting at 5:57 p.m.

**BOARD MEMBERS PRESENT**

Angela Cutbill  
Dallas Lawrence  
Linda Menges  
Lesli Stein  
Kate Vadehra, M.D. (participated remotely from: Carretera Transpeninsular KM 22.5, Los Cabos, Baja California 23400 Mexico)

**BOARD MEMBERS ABSENT**

None

**STAFF PRESENT**

Dr. Daniel Stepenosky, Superintendent  
Karen Kimmel, Assistant Superintendent of Business  
Dr. Steve Scifres, Assistant Superintendent of Human Resources  
Dr. Clara Finneran, Assistant Superintendent of Education  
Dr. Ryan Gleason, Assistant Superintendent of Administrative Services  
Laura Kintz, Director of Elementary Education  
Hallie Chambers, Director of Human Resources  
Angie Falk, Director of Pupil Services  
Jim Klein, Chief Technology Officer

Agoura High School Student Representative, Bella Bernt (observed the meeting in the audience)  
Calabasas High School Student Representative, Willow Gaven (participated on the dais)

### **STAFF ABSENT**

None

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Calabasas High School Student Representative, Willow Gaven.

### **REPORT OUT OF CLOSED SESSION**

President Cutbill reported that the Board of Education took no specific action in Closed Session.

### **APPROVAL OF AGENDA**

On motion of Ms. Stein, seconded by Ms. Menges, the Board of Education approved the agenda of August 31, 2021.

Board Motion Carried 5:0 as follows:

AYES: Board members Cutbill, Lawrence, Menges, Stein, and Vadehra

NAYES: None

Student Preferential Vote Carried 1:0

### **APPROVAL OF MINUTES**

On motion of Ms. Menges, seconded by Mr. Lawrence, the Board of Education approved the Regular Board Meeting Minutes of August 10, 2021.

Board Motion Carried 5:0 as follows:

AYES: Board members Cutbill, Lawrence, Menges, Stein, and Vadehra

NAYES: None

Student Preferential Vote Carried 1:0

### **STAFF/BOARD COMMUNICATION**

Ms. Willow Gaven, Calabasas High School Student Representative, shared that both Calabasas and Agoura started off a successful new school year. There was some confusion about the new schedule, but now, students have warmed up to the changes. They seem to be enjoying the new 20-minute support period at the end of class. Agoura High School started off their spirit week on August 23, 2021. They hosted their first home football game against Ventura, which they won. They also had their Friday Bash Dance which was a huge success. Calabasas High School had their first home football game last Friday. They started off their year with a win. They had support from the whole student body. Calabasas High School student government has planned many events to get the students involved on campus. Comedy Sportz has returned at CHS. Also, acapella groups are in the middle of auditions. CHS has implemented a new QR system for hall passes. They also implemented a new online appointment center for counseling. This allows students to access the counseling department much better. Ms. Gaven shared that she has received many positive comments about this new system.

Ms. Stein welcomed Ms. Gaven to the dais. Ms. Stein, along with Ms. Cutbill, attended their first Superintendent Discussion Council meeting with the Superintendent and all the PFA/PFC Presidents. The meeting went very well. It is Back to School Night season. This year, all Back to School Nights will be held virtually. Ms. Stein attended a virtual meeting with Willow Elementary and Yerba Buena. She shared how nice it was to see the principals and staff during their presentations. Ms. Stein welcomed back the community. She hoped for a less bumpy school year.

Dr. Vadehra welcomed Ms. Gaven to the dais. She thanked the entire Las Virgenes community, including cabinet, principals, teachers, staff, parents and students. She appreciated everyone's hard work. Dr. Vadehra participated in Round Meadow's Back to School Night. She also attended LACSTA's (L.A. County School Board Trustee Association) meeting where Dr. Ferrer was the keynote speaker. She paid a visit to the Bell Canyon morning school bus stop where she visited with some friends from Round Meadow. She loved seeing the excitement from the students waiting for the bus.

Ms. Menges visited several Back to School Night events including White Oak, Willow, Lupin Hill, and Chaparral. A.E. Wright had a welcome back BBQ that she attended in person which was wonderful. She also attended the Ribbon Cutting Ceremony for Lupin Hill's new MPR. It was very exciting to be a part of that ceremony. She gave a shout-out to all LVUSD employees who continue to be flexible and resourceful; trying to make the schools as safe as possible. She hoped this year would be less bumpy.

Mr. Lawrence echoed everyone's comments. He thanked teachers and staff for a successful start of this new school year. He was sad not to have Back to School Night in person. He commented how much he enjoyed being in the

classrooms feeling the energy of the teachers and parents. He was happy we were able to bring people together in a Covid safe environment. Mr. Lawrence, along with Ms. Menges and Ms. Cutbill, attended A.E. Wright's Back to School BBQ. It was great to see Dr. Roberts and his whole team. He pulled together a fantastic event for the students. The students were so excited to be back at school. Mr. Lawrence attended the Mayoral Luncheon in Calabasas with Ms. Cutbill. The luncheon was to honor Mr. James Bozajian, who is mayor for the sixth time. Mr. Bozajian has always been a great friend to the school district. Ms. Alicia Weintraub was also recognized during the luncheon.

Ms. Cutbill forewent her comments as most of her comments will be covered with Dr. Stepenosky's slides.

Dr. Stepenosky shared a picture of the new employee orientation that took place a couple of weeks ago. The picture was taken in the PAEC. There were about 75 new employees that participated. Dr. Scifres, Dr. Gleason and Dr. Finneran planned lots of activities over a 2-day period, which was a lot of fun. Cabinet has been helping out in the cafeteria's every week. The invitation is open to other members. He shared a picture of himself with Dr. Duncan in the Bay Laurel cafeteria. All students are eligible for a free lunch every day. The Something Yellow Foundation was started by the Cordasco family. Their son, Kevin, was an LVUSD student who fought cancer and unfortunately lost his battle when he was at CHS. There will be a Something Yellow football game on September 17, 2021 to honor Kevin. Invitations will go out to the Board. The guidelines followed by LVUSD are governed by three agencies; the County of Los Angeles Public Health, the California Department of Public Health, and the Governor of the State of California.

Dr. Gleason shared an update about the Center EdX Credential Program. This week they continue to work with their special education advisory team for the single subject special education credential program. This will ensure a great pipeline of teachers that will educate special education students. The goal is to launch the first cohort in August 2022.

Dr. Finneran shared how delightful it was to welcome students back to school. She thanked school leaders and the entire LVUSD staff for all their hard work. She gave a shout-out to Ms. Angie Falk, who is the Director of Pupil Services. Cabinet nominated her for the Los Angeles County Cabinet Member of the Year. This is the first year this award will be given out. Ms. Falk is a tremendous advocate for our District.

Mr. Klein shared that technology ran smoothly the first week of school. He was very pleased about that. The team handed out 2,000 brand new laptops to our third and sixth graders this year. The technology team tried something different with respect to upgrades. Since the students were allowed to take their laptops home over the summer, the department created a program where they could push the updates through remotely. He shared that they would send the software update to one computer, then that computer would connect to two surrounding computers and so on and so on. The update acted like a virus. There were 5,300 laptops updated the first day of school without any intervention from a technician. He shared that all elementary and middle school students now have touchscreen tablets which makes their use much easier.

Ms. Falk thanked Cabinet for their nomination. She was very humbled. She gave a shout-out to all special education teachers and staff for a successful start to this school year. Ms. Falk and Ms. Kimmel visited Round Meadow the first day of school. She also visited both high schools. She had the opportunity to speak to the special education teachers and students. There was much excitement by all to be back on campus full time. She thanked all teachers and staff. She stated that we are off to a great start.

Ms. Chambers shared an update on Classified Professional Development that was launched earlier this month. There are currently 110 total registrations for the upcoming PD sessions. The committee will be meeting later this month to add additional classes for later this year. She taught a class yesterday with Ms. Valerie Louthian. It was great to hear the participation and discussion from our classified staff. Ms. Chambers also shared that in order to show our appreciation for all staff, Cabinet delivered 1,100 soft pretzels from the Shappy Pretzel Company on August 20, 2021. This was a token to show appreciation for a great first week of school.

Ms. Kintz recognized our visual and performing arts teachers and our new full time elementary counselors. The counselors jumped in throughout the school day to help students during class, recess, lunch and even after school. They have been leading new student lunch groups and providing social emotional support to students. The art teacher lessons have been wonderful. The students are really enjoying them.

Ms. Kimmel shared an exciting moment that was five years in the making. In 2016, the District hired an architect to design the Multipurpose Room (MPR) at Lupin Hill Elementary. The Ribbon Cutting Ceremony was held last week. The MPR is a wonderful and beautiful addition to the campus using the Measure G bond funds. She thanked the supportive staff. The nutrition department knocked it out of the park the first week of school providing free lunches to every student that wanted one. Cabinet has been assisting in the cafeterias. Ms. Kimmel invited any Board member that would like to assist.

Dr. Scifres congratulated our 81 new employees. It was an honor and pleasure to host the new employee orientation a couple of weeks ago. By comparison, last year we had 7 new employees. This year the District hosted the orientation for two days at the District Office and then took the employees on the bus tour to all schools. During the orientation, they played trivia and had raffles. It was so much fun. He welcomed all new employees sharing that it is a pleasure to have them on our team.

### **COMMENTS FROM THE AUDIENCE REGARDING ITEMS NOT ON THE AGENDA**

There were four speakers. 1. Janine Barris spoke about not masking our children. She also spoke about the volunteer protocols; asked that vaccinations not be mandatory for volunteers. 2. Michelle Reynolds Lowe spoke about the Performing Arts Education Center's (PAEC) new fee structure. She stated that the booster groups want to work with the District to allow the students to perform on the mainstage of the PAEC. 3. Heather Dunne spoke about not mandating vaccinations for volunteers. 4. Satenik Nshanyan, who is an LAUSD parent, spoke about not masking the children.

### **APPROVAL OF CONSENT AGENDA - A**

On motion of Ms. Stein, seconded by Ms. Menges, the Board of Education approved Consent Agenda A, Items 1-11.

Board Motion Carried 5:0 as follows:

AYES: Board members Cutbill, Lawrence, Menges, Stein, and Vadehra

NAYES: None

Student Preferential Vote Carried 1:0

1. Approved Acceptance of Gifts as listed on the attached document.
2. Approved Disposal of Surplus Property as listed on the attached document.
3. Approved Purchase Orders as listed on the attached document.
4. Approved Notice of Completion - Avsar Construction Development Inc. - A.E. Wright Middle School as listed on the attached document.
5. Approved Notice of Completion - Mission Paving - Bay Laurel, Sumac, Round Meadow as listed on the attached document.
6. Approved Student Teaching Agreement - Brandman University as listed on the attached document.
7. Approved Student Teacher Agreement - Pepperdine University Individualized Supervised Practice Program as listed on the attached document.
8. Approved New Job Description - Career Technical Education Theater Technology and Design Teacher PAEC Technical Director as listed on the attached document.
9. Approved Amendment to Contract - ALC Schools, LLC as listed on the attached document.
10. Approved Amendment to Contract - Administrative Services Cooperative, Inc. as listed on the attached document.
11. Approved New Facility Use Fee Structure for the Performing Arts Education Centers (PAECs) as listed on the attached document.

### **APPROVAL OF CONSENT AGENDA - B**

On motion of Ms. Menges, seconded by Mr. Lawrence, the Board of Education approved Consent Agenda B, Item 1.

Board Motion Carried 4:0 as follows:

AYES: Board members Cutbill, Lawrence, Menges, and Vadehra

ABSTAINED: Stein

NAYES: None

1. Approved Personnel Document as listed on the attached document.

### **ACTION ITEMS**

1. ESSER III Expenditure Plan was presented. Dr. Gleason shared that the requirement of one of our federal grants, Elementary and Secondary School Emergency Relief (ESSER), requires the District to develop a plan for how the funds will be spent. The District created a Strategic Plan last spring of how these funds would be utilized. If this plan is approved tonight by the Board, the plan will be sent to the Los Angeles County Office of Education. Ms. Stein asked if there was a deadline to spend the funds. Dr. Gleason shared that all funds must be spent by 2024.

On Motion of Mr. Lawrence, seconded by Ms. Menges, the Board of Education approved ESSER III Expenditure Plan.

Board Motion Carried 5:0 as follows:

AYES: Board members Cutbill, Lawrence, Menges, Stein, and Vadehra

NAYES: None

Student Preferential Vote Carried 1:0

2. Resolution No. 2-21 - Enter into Contract with Additional School Bus Transportation and Other Transportation Service Providers was presented. Ms. Kimmel shared that the District is currently in contract with Durham School Services for our bus transportation needs. However, Durham has had a shortage of drivers, which has caused the District to reach out to other transportation service providers such as ALC Schools, and LLC and Administrative Services Cooperative, Inc. This will allow additional routes for some of our special education students which Durham cannot provide. Besides these other two providers, this will allow the District to search for other available options to meet the needs of our students.

On Motion of Mr. Lawrence, seconded by Ms. Stein, the Board of Education approved Resolution No. 2-21 - Enter into Contract with Additional School Bus Transportation and Other Transportation Service Providers.

Board Motion Carried 5:0 as follows:

AYES: Board members Cutbill, Lawrence, Menges, Stein, and Vadehra

NAYES: None

Student Preferential Vote Carried 1:0

### **INFORMATION ITEMS**

1. Fall 2021-22 Update was presented. Dr. Stepenosky shared the enjoyment of welcoming students back on campus this year. There are three elements that LVUSD wants to provide our students: safety, excellence in education, and social-emotional support for all students and staff. Dr. Stepenosky shared that all students and staff are taking this very seriously.

Ms. Kimmel shared updates about our safety protocols. They include: LVUSD has the lowest class size in our history, 15 additional teachers were hired for K-5, daily health screenings are required for all students and staff, thermal scanners exist at all 9 elementary schools, our District is one of three districts to require vaccines for all staff, there are Covid testing options available for staff and students, we are the first to gather vaccination data on our students, and we spent \$600k on our HVAC systems over the summer.

Ms. Kitnz shared some elementary safety measures that were implemented. This includes: all volunteers must be vaccinated to be on campus, K-5 students eat with their class and have play zones during recess and lunch, staggered elementary lunches, masking for everyone on campus, purchased tents, shade and tables for outside instruction and performing arts.

Dr. Finneran stated that we have developed a virtual school for elementary students that need to be quarantined. At the secondary level, we are having their own teachers check in with their students. There are full time counselors available at all elementary schools.

Dr. Gleason shared that we have expanded the Counseling Center. We added five new counselors. We also restructured the high school counseling system with specialists for academic, wellness and college and career. The high school system has also been automated. There have been added program additions such as: Las Virgenes Independent School, added three instructional days to the school year, full time art teachers and media specialists at each elementary school, developed a Family Resource Center which offers expanded service for multilingual families, and added new hardware and technology/wireless infrastructure.

Dr Stepenosky shared that 91.5% of staff have submitted proof of vaccination. He continued that school districts can not mandate that students must be vaccinated. Vaccinations have played an important role in the history of our country. Dr. Stepenosky encouraged those who are eligible to receive the Covid-19 vaccine. Albertsons Sav-On has been a great partner to us. We have vaccinated over 2,300 people. Unvaccinated individuals count for 99.8% of deaths from December 7, 2020 to June 7, 2021. Dr. Stepenosky shared a slide that had the youth vaccination rates. They were as follows: 84% of youth in Agoura Hills, 86% in Calabasas, 100% in Hidden Hills, and 83% in Westlake Village. The infectious rate dropped from 1.45 to .92. Anything under 1 is great. The positivity rate is at 2.68% down from 6.4% on July 31, 2021. This information can be found at [www.covidactnow.org](http://www.covidactnow.org). California Department of Public Health allows modified quarantine, however, L.A. County is more restrictive. We have 196 students in quarantine right now. If we could follow modified quarantine, we would only have 16 students quarantined right now. Non-vaccinated students or staff who are exposed will have to quarantine for 10 days. If they test negative after day 5, the isolation time is shortened to 7 full days, with a return on day 8. Covid testing will occur in three phases which include: Phase 1: Testing of unvaccinated staff on August 24, 2021, Phase 2: Testing 1,000 student athletes on August 31 and September 1, 2021, and Phase 3: Optional testing for our students the week of September 13, 2021.

Dr. Finneran shared that during the last meeting, we spoke about field trips. We want to press pause for the moment. We will not approve any field trips until after the first semester. We want to explore the requirements of vaccinations versus negative Covid test results. Other districts surrounding us have the same approach. We will wait for additional guidance.

Dr. Stepenosky shared the state of the HVAC systems. Ms. Gaven stated that students at CHS have concerns about the HVAC systems. Student Council have brought these concerns to the school administration. Dr. Stepenosky stated that the schools most in need of replacement HVAC's are Sumac, Lupin Hill, Round Meadow and Calabasas High School. LVUSD needs \$30 million in HVAC replacement and repairs which were listed in Measure V. Those include: Lupin Hill at \$2.1M, Willow at \$3M, Agoura High School at \$3.2M, Sumac at \$3.6M, and Calabasas High School at \$7M. Measure V did not pass. The measure was short by 103 votes. Dr. Stepenosky continued that there is \$30M in roof repairs as well. The problem with the HVAC systems is that many are 30 years or older, they are too centralized, there are Covid supply chain delays, and the team involved to repair consists of different groups including maintenance, HVAC vendors, HVAC controls vendors and the manufacturer. This summer, \$600K was spent on the H building at CHS and the system is still terrible. Last November, there were Halo LED systems installed in 649 HVAC units. This helps filter the air in the classrooms. These units run two hours before school starts to help clean the air. The air is still running through these systems, but the systems are not cooling. The air conditioning units are failing. The district has brought in 40 portable air conditioning units to help keep the buildings cool at Calabasas High School and Sumac Elementary. The H building at CHS has two 50-ton units which service 34 classrooms. There have been many upgrades to the units at CHS over the past two years. The system is still faulty. There were 26 portable units brought in to CHS to help with cooling. At Sumac, there were 14 units brought in to help with cooling. The District has been getting quotes to open the windows upstairs in the H building at CHS. The District has also contacted a commercial vendor to price temporary air conditioning units.

Dr. Finneran shared how the District has been monitoring the students progress, using various tools such as RALLY, RenSTAR, D/F rates at all reporting periods, and formative assessments.

Dr. Gleason shared that the District has opened the Family Resource Center to help the diverse needs of our families to help make the students successful.

## **ADJOURNMENT**

The meeting was adjourned at 7:57 p.m.

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Date Approved

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President, Board of Education