



**BOARD OF EDUCATION**  
**Minutes of Regular Board Meeting**  
**September, 14, 2021**

**CALL TO ORDER/MEETING PLACE**

Board President Angela Cutbill called the Board meeting to order at 4:50 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.

**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 4:51 p.m.

**ADJOURNMENT OF CLOSED SESSION**

Closed Session Adjourned at 5:23 p.m.

**CALL TO ORDER OPEN SESSION**

President Cutbill reconvened the Board meeting at 5:38 p.m.

**BOARD MEMBERS PRESENT**

Angela Cutbill  
Dallas Lawrence  
Linda Menges  
Lesli Stein  
Kate Vadehra, M.D.

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

## **STAFF ABSENT**

None

## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Dr. Steve Scifres, Assistant Superintendent of Human Resources.

## **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 Mr. Lawrence, seconded by Ms. Menges, the Board of Education approved the agenda of September, 14, 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. Stein, seconded by Mr. Lawrence, the Board of Education approved the Regular Board Meeting Minutes 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

## **STAFF/BOARD COMMUNICATION**

Ms. Bella Bernt reported that both Agoura High School and Calabasas High School are doing great. AHS will have their Homecoming Football game on Friday, September 24, 2021 with their Homecoming dance on Saturday, the 25th. CHS is having their first outside pep rally this Friday. Both schools have their freshman class elections and club rush coming soon. The students are really enjoying living some form of normalcy at both schools. Ms. Burnt took a student poll on Instagram asking for ways in which student voices can be heard better. Student Council has been brainstorming about ways to implement the results. She will share this information once completed. AHS had their Back to School Night last night which was great.

Ms. Stein shared that the committees have started to meet. The Wellness and Safety Committee has met to discuss Service Learning requirements. There is an agenda item tonight regarding this. Curriculum Council and the Pathways Committees will both start soon. She will share that information after both committees have met.

Dr. Vadehra attended CHS Back to School Night with Dr. Stepenosky. The administration team at CHS did a fantastic job leading this night. Dr. Vadehra is taking the finance section of the Masters in Government class. They discussed the funding for California public schools. The plan was to be equity driven. It has been very complex. She is learning a lot and stated how different this funding is than in her home state of New York.

Mr. Lawrence thanked all staff again for their hard work in getting kids back on campus. It has been great to see the creativity of our teachers and staff during the Back to School Night events. He thanked the entire finance team led by Ms. Kimmel for their hard work. They had a Finance Committee meeting two weeks ago. The District has continued to be innovative and think ahead of the curve.

Ms. Menges shared that we are at the very end of the Back to School Night season. She attended Sumac's Back to School Night. This was the first time she attended Sumac. She shared how interesting it was because of Sumac's dual immersion language program. As Ms. Menges spoke, the office manager converted her speech to Spanish. It was very impressive. She also attended AHS Back to School Night last night with Ms. Cutbill. Ms. Menges also attended a webinar put on by our California School Board Association. The topic was governing during times of chaos which was very pertinent and informative.

Ms. Cutbill shared that she has enjoyed helping in the cafeteria at Calabasas High School. The students have been so polite. The ladies that work there are so pleasant. It has been such a wonderful experience. Ms. Cutbill stated that Back to School Night can possibly stay virtual in the future. She knows about the problem of hiring babysitters when you have small children. This would alleviate that issue. Plus the complexity of changing rooms for middle and high school. Virtual

makes it so much easier. Ms. Cutbill wants to hear feedback from the principals. She also wants to hear what feedback the administration teams received from parents.

Mr. Lawrence stated that he would be sad if Back to School Night for elementary students did not return to in person. The energy in the classrooms is something you can't mimic virtually. He believed virtual for the upper grades might work better.

Dr. Stepenosky shared that Something Yellow is back for this Friday's game at CHS. This is a foundation started by the Cordasco Family for their son, Kevin, who died from cancer. Yellow is the color for child cancer awareness. Kevin lost his battle to cancer while he was a student at CHS. There will be a special halftime show honoring Kevin. Some of our Board members will attend. Dr. Stepenosky shared that we have 13 National Scholarship recipients this year; 6 from AHS and 7 from CHS. Our students are in the semi-finals which are the top 16,000 students in the country. He congratulated the students. Dr. Stepenosky stated that the District follows guidelines from three agencies: County of Los Angeles Public Health, California Department of Public Health, and the California Governor's office. There are two districts out of one thousand that are mandating student vaccinations: LAUSD and Culver City USD. L.A. County was against LAUSD's vaccine mandate for students. The vaccine for 12, 13, 14, and 15 year-olds are still under emergency use only. If parents have thoughts about vaccines, he urged parents to reach out to our California State Assembly members: Jesse Gabriel, Richard Bloom, and Jacqui Irwin.

Dr. Finneran thanked Ms. Cutbill for asking the questions about Back to School Night. The District has been talking about those questions as well. At this time of the year, the District is focused on instruction and on what our students need academically and social-emotionally. The data is being analyzed now. It will be brought to the Board in the coming months.

Dr. Gleason shared that there are 20 teachers that have signed up for a pilot for Leadership Pathway. They are diving into special development in our core areas. This is teachers teaching teachers. Their work will begin in the weeks ahead. Dr. Gleason shared that he is very excited about that.

Mr. Klein shared that all of our iPads are here for our K-2 students. He shared a picture of the locked cabinet where the iPads will be stored in the K-2 classrooms. He shared the technology department has paired again with the city of Westlake for our senior tech support program. Some students at AHS work with senior residents to help them with their technology needs. We are able to do this program by using the grant money given to us by the city. The training will take place on zoom again. This past year, we realized that zoom is more convenient and effective than having the seniors come to campus.

Ms. Falk was excited to report that after an 18 month hiatus, our post secondary students (18-22-year olds) are going back to work in our community. The District worked out the final agreement with T.J. Max. The students will be vaccinated and they will follow the safety protocols by wearing PPE, etc. This is very exciting.

Ms. Chambers gave a shout-out to the LVUSD grounds crew. She reported that she has done several site visits. She is happy to report that the grounds look amazing. Kudos to the members of the grounds crew for a job well done.

Ms. Kintz shared the elementary VAPA teachers will be partnering with the secondary VAPA teachers to build our comprehensive program for TK-12. She spoke to the secondary teachers. She was impressed with their creativity and passion for the program. They were very excited to share their passion with the elementary team. The District extended the hours of our three bilingual aids to help support the English learners. We currently have a position posted for a Spanish/Russian bilingual aid. This person will work directly with our Family Resource Center.

Ms. Kimmel shared last week she hosted the annual booster workshop. There were 60 participants with 31 different booster groups represented. This was held via zoom for the second year in a row. During the workshop, they had six break-out groups where they discussed funding positions hosted by Ms. Hallie Chambers, risk management hosted by Kelly Beder, financial records hosted by Jessica Ord, fraud prevention and internal controls hosted by Kristine Torres, and fundraising and miscellaneous items hosted by Ms. Kimmel. The event was well received by the booster groups. They were able to take away a Google folder with many resources to help them be successful.

Dr. Scifres shared that on September 24, 2021, the AHS Chargers will take on the CHS Coyotes in a homecoming football game. Before this game, the District will host a breakfast next week at the District Office. The breakfast will include some athletes from both teams, coaches and well as administration from both schools. This will be a way to build camaraderie between the two teams. Dr. Scifres is looking forward to a great night of football. He welcomed the community to share in the fun.

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

There were no comments from the audience on items not on the agenda.

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

On motion of Mr. Lawrence, seconded by Ms. Stein, the Board of Education approved Consent Agenda A, Items 1-6. 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 Warrants as listed on the attached document.
2. Approved Disposal of Surplus Property as listed on the attached document.
3. Approved Change Order #1 - United Mechanical Contractors, Inc. as listed on the attached document.
4. Approved Notice of Completion - United Mechanical Contractors, Inc. as listed on the attached document.
5. Approved Resolution 3-21 - Adoption of GANN Limit as Determined by Article XII-B to the California Constitution as listed on the attached document.
6. Approved Resolution No. 4-21 - Interfund Cash Transfer for Deferred Maintenance as listed on the attached document.

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

On motion of Ms. Stein, seconded by Dr. Vadehra, the Board of Education approved Consent Agenda B, Item 1. Board Motion Carried 5:0 as follows:

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

NAYES: None

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

### **ACTION ITEMS**

1. Unaudited Actuals 20-21 was presented. Ms. Kimmel introduced Ms. Torres to begin the presentation. Ms. Torres shared that we just closed our books a few weeks ago for the 2020-21 school year. Our auditors will prepare our books starting next week. They will present the official audit report in December. Here is a sneak peek of what will be in that report. Ms. Torres presented a summary of the funds. In the General Fund, there was a net of \$11.7m. The ASB fund was a new fund created in 2020-21. The Child Nutrition fund stayed the same due to the grants received. The Deferred Maintenance fund had a net of \$.3m. The Bond Fund still has about \$5m for Technology Infrastructure, but for the report, the bond fund remained the same. The Capital Facilities fund received money from new home rebuilding. This fund still provides our COP payments each year. Ms. Torres shared that filling the classified vacancies have been slower than expected. There are still vacancies in: special education with instructional aids, campus supervisors, maintenance and custodial, site clerical, and accounting and purchasing. We have experienced supply chain delays. We have also been unable to fulfill some of our transportation needs. The government accounting standards required the District to note the increase in state revenue for STRS as a journal entry. This will not change the bottom line, but the state revenue will be noted in our financials. The Covid Grant timing has been laid out. We will receive \$16.5m over a four-year period which will be through 2023-24. Looking at our overall revenue, we were at a loss of \$.5m taking in what we budgeted versus what was received. The majority of our revenue comes from property taxes (60%) and state revenue (40%).

Ms. Kimmel shared that our revenue is based on the Local Control Funding Formula (LCFF). In the LCFF funding calculation, districts are funded based on the average number of days students attend school (ADA) and allow for district funding based on the greater of the current year or prior year's ADA. Due to the Covid-19 pandemic, the state provided a hold harmless provision in 2020-21 that allowed districts' LCFF revenue funding in 2020-21 based on 2019-20 attendance. LVUSD has a 96% attendance rate. In 2022-23, our revenue will take a hit due to declining enrollment. We will realize the drop in enrollment from 2020-21 and 2021-22. We have added many programs due to grant funding. Once the grant funding disappears, we will have to adjust our budget.

On Motion of Mr. Lawrence, seconded by Ms. Menges, the Board of Education approved Unaudited Actuals 20-21.

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. Revision to BP 6142.4 Learning Through Service Learning was presented. Dr. Stepenosky shared the COVID-19 pandemic along with the graduation requirement parameters of Assembly Bill 104 have led to the Service Learning

graduation requirement needing to be waived for the 2021-22 school year. The Board previously waived 15 hours in each of the 2019-2020 and 2020-21 school years. The pause on Service Learning that has been initiated by the pandemic has led to a reflection on the future of the requirement.

Dr. Gleason shared that staff are working with the Pathways and Safety/Wellness Committees to determine the best course moving forward for the long-term. The recommendation for 2021-22 is to waive the 15 hour requirement. Dr. Gleason shared that if the Board approves this waiver tonight, it would be important to look at the future of the requirement. Dr. Gleason shared that one option could be a special seal on the diploma of students wanting to partake in service learning.

Ms. Cutbill shared that this service learning requirement has placed a burden on staff to record the hours. She liked the idea of an opt-in approach for students who want to receive service learning. This way, they would receive a special seal on their diploma. Ms. Cutbill would like student input moving forward.

Ms. Stein shared that this will be discussed within the Safety/Wellness Committee. They have asked principals to share their experience with it. This way, they can move forward with recommendations on how to proceed. The requirement has been waived during the pandemic because businesses and offices were closed. There were few opportunities to fulfill service learning in person. The committee will look at the positives and challenges with this requirement.

Student Board Representative, Bella Burnt, shared her experience with service learning. She shared that right now, there are not a lot of available opportunities for service learning. To waive the requirement for this year would lessen the burden for students.

Student Board Representative, Willow Gaven, spoke about removing the service learning requirements this year. She stated that personally it has been very difficult for her to find opportunities. She felt that students who are interested in service learning will seek out those opportunities themselves. For others, this would alleviate so much stress and anxiety. She has spoken to many students and this year has been stressful to a lot of students with going back to school full-time.

Mr. Lawrence would like service learning to continue. He felt that it would be a shame to remove the requirement completely. Service Learning instills gratitude and giving back to the community. Mr. Lawrence agreed to remove the requirement for this year would be appropriate.

Dr. Vadehra shared that both of her children fulfilled their service learning requirement. She shared that community participation is important. It is cumbersome for staff, but it is an important requirement. Dr. Vadehra agreed with the seal idea. She felt this would create a special achievement for students.

On Motion of Ms. Stein, seconded by Mr. Lawrence, the Board of Education approved Revision to BP 6142.4 Learning Through Service Learning.

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 that staff has truly enjoyed welcoming students back to campus full-time. He announced that the bands are back on the secondary campuses. The permanent tents are being installed at all secondary schools. 94% of our staff have been vaccinated. Youth vaccination rates have been documented. In our four cities the vaccination rates from 12-17 year olds are as follows: Agoura Hills 85%, Calabasas 87%, Hidden Hills 100%, and Westlake Village 84%. The student vaccination rate for LVUSD is at 85.9%. We are in the top six districts for vaccinations. The infection rate is .89. Anything below 1 is excellent. The positivity rate is 21.87%. The district displays our Covid dashboard on the LVUSD website. Our highest single day of students in quarantine was at 130. Dr. Stepenosky shared a slide that showed the cumulative Covid data. Grades K-5 has 20 positive individuals with 145 quarantined students, grades 6-8 has 8 positive individuals and 102 quarantined students, grades 9-12 has 17 positive individuals with 68 quarantined students, and staff has 6 positive individuals. Ms. Foster has not been keeping track of quarantined staff. We have contracted with Malibu Medical Group for Covid testing. We rolled out the program in three phases: Phase 1 started testing unvaccinated staff on August 24, Phase 2 started testing unvaccinated student athletes on August 31 and Phase 3 started optional testing for students on September 8. Optional Covid testing for students occurs on Tuesdays at Agoura High School from 5:30-7:30pm, and Wednesdays at Calabasas High School from 5:30-7:30pm. Last week, there were 58 students tested. This week, there were 89 students scheduled to test. Malibu Medical offers saliva tests and shallow nasal tests.

Dr. Vadehra thanked Mr. Klein for creating the online appointment system. This has made it so easy for families and students to make testing appointments.

Dr. Scifres shared that LADPH has mandated that all student athletes, regardless of vaccination status, must be tested beginning September 27. These athletes will be tested weekly and/or before any games/matches.

Dr. Finneran shared a slide on Las Virgenes Independent School (LVIS). LVIS currently has 221 total students. There are 100 students in grades K-5, 40 students in grades 6-8 and 81 students in grades 9-12. As of Friday, there were currently 31 students in our virtual school. This changes daily depending on quarantined students.

Dr. Gleason shared that we have new teacher coaching. Kristy Kaufman, Carina Diana and Curran Cummings have been going into classrooms to help teachers. All teachers are receiving weekly coaching, model lessons, support and more. These three coaches are doing observations, demonstrations and ongoing Professional Development. The coaching has been able to help teachers in the classrooms rather than after school. Dr. Gleason shared that we are focused on the social-emotional aspects as well. Teachers are using the Ruler Framework and mood meter to understand student needs. Dr. Gleason shared that we have invested \$250,000 in new books including themes aligned with diversity, equity, inclusion and action. The students have been very excited about the new books. The District has also made sure that student health and safety remain important. We are monitoring risk assessment and support. Miriam Worth is training site teams to ensure flawless risk assessment and management. Dr. Gleason shared that we have a virtual cadaver to help students learn. The cuts and articulations are fabulous. This is a fabulous learning tool. Dr. Gleason shared that counseling has expanded their support. We have a wellness counselor, academic scheduling as well as college and career planning.

2. Special Education Credential Program Development Update was presented. Dr. Stepenosky shared that this new program is similar to the other programs offered by Center EdX. This will add another credential to our program.

Dr. Gleason shared the history of Center EdX. In Fall of 2017, the Las Virgenes Unified School District received full accreditation from the California Commission on Teacher Credentialing (CTC) to offer three credential programs: Clear Teaching Credential (Induction), Preliminary Administrative (PASC) and Clear Administrative Services (CASC). These three programs have helped develop over 100 new administrators and over 70 beginning teachers in the past three years. On the business side, the Center for Educational Excellence (Center EdX) has demonstrated a financial benefit of approximately \$750,000. LVUSD received a five-year, \$1.5 million grant in 2019 to offer scholarships to aspiring special education teachers, given the local shortage. With this program, we can now award scholarships that can then be used for the tuition/fees of our program. The general fund will benefit an estimated additional \$250,000 annually from this program, given our projections. These revenues will be recouped through both private tuition and the aforementioned grant. The estimated tuition for the program is \$9500, which is approximately one-third of the cost of regional universities. The final rate will be vetted through the Finance and Pathways Committees in subsequent meetings. This will give four years of support to a new special education teacher. We have created an advisory team to help put this together.

Ms. Falk shared that the committee looked at what the program would look like by comparing other programs that are located close to our vicinity. Classes will be offered in the evening. We develop our own course work aligned with the standards. Our course will teach what it looks like when you enter a special education classroom. Most local universities teach the theory behind it, but going into a special education classroom is more than that. For example, you are not taught how to write an IEP. The faculty would include current teachers and administrators plus past administrators. Candidates would need a Bachelor's Degree plus they would need to pass the California Teacher Performance Assessment. We have developed about 15 courses for this two year program. This will be the first program in the state aligned with the new standards. The goal is to launch the first cohort in Fall 2022.

## **ADJOURNMENT**

The meeting was adjourned at 7:23 p.m.

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Date Approved

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President, Board of Education