



**BOARD OF EDUCATION**  
**Minutes of Regular Board Meeting**  
**November 1, 2022**

**CALL TO ORDER/MEETING PLACE**

President Menges called the Board meeting to order at 4:36 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 18 Corral Road, Bell Canyon, CA 91307

**BOARD MEMBERS ABSENT**

None

**STAFF PRESENT**

Dr. Daniel Stepenosky, Superintendent

Dr. Ryan Gleason, Assistant Superintendent of Business Services

Dr. Steve Scifres, Assistant Superintendent of Human Resources

Dr. Clara Finneran, Assistant Superintendent of Education

Kim Patterson, Director of Secondary Education

Jana Davenport, 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 Board Representative, Emma Richardson (participated on the dais)

Calabasas High School Student Board Representative, Justin Pistotnik (observed in the audience)

**STAFF ABSENT**

None

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

**ADJOURNMENT TO CLOSED SESSION**

The Board Adjourned to Closed Session at 4:40 p.m.

**ADJOURNMENT OF CLOSED SESSION**

Closed Session Adjourned at 5:43 p.m.

**CALL TO ORDER OPEN SESSION**

President Menges reconvened the Board meeting at 5:59 p.m.

**BOARD MEMBERS PRESENT**

Angela Cutbill

Dallas Lawrence

Linda Menges

Lesli Stein

Dr. Kate Vadehra, M.D. - participated remotely from 18 Corral Road, Bell Canyon, CA 91307

**BOARD MEMBERS ABSENT**

None

## **STAFF PRESENT**

Dr. Daniel Stepenosky, Superintendent  
Dr. Ryan Gleason, Assistant Superintendent of Business Services  
Dr. Steve Scifres, Assistant Superintendent of Human Resources  
Dr. Clara Finneran, Assistant Superintendent of Education  
Kim Patterson, Director of Secondary Education  
Jana Davenport, 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 Board Representative, Emma Richardson (participated on the dais)  
Calabasas High School Student Board Representative, Justin Pistotnik (observed in the audience)

## **STAFF ABSENT**

None

## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Agoura High School Student Board Representative, Emma Richardson.

## **REPORT OUT OF CLOSED SESSION**

President Menges reported that the Board of Education approved a settlement agreement with employee #SG9615963 in a vote of 5-0.

## **APPROVAL OF AGENDA**

On motion of Ms Stein, seconded by Ms. Cutbill, the Board of Education approved the agenda of November 1, 2022.

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. Cutbill, seconded by Ms. Stein, the Board of Education approved the Regular Board Meeting Minutes of October 18, 2022.

Board Motion Carried 4:0:1 as follows:

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

NAYES: None

ABSTAINED: Board member Lawrence

Student Preferential Vote Carried 1:0

## **STAFF/BOARD COMMUNICATION**

AHS Student Board Representative, Emma Richardson, stated that students at AHS have been working hard to raise money for Pennies for Patients. So far, students have raised \$1,200 for the Lymphoma and Leukemia Society. During lunch today, students were able to share their thoughts and concerns with an ASB Board Representative and an Assistant Principal. AHS Music hosted their annual Rhythm and Chews Concert. AHS Theater just wrapped up their show, The Curious Incident of the Dog in the Night-time. CHS just celebrated the Halloween season by having their Halloween spirit week. CHS Football hosted their pink week and raised over \$900 with sales from their luminaries. They donated the money to the Susan B. Komen Foundation. CHS will host their students versus staff softball game next week after school.

Mr. Lawrence forewent comments.

Ms. Menges shared a statement from Dr. Vadehra. The statement read: Even though Dr. Vadehra has been very quiet during meetings, she has been very active with committee work. Children thrive when they feel seen and safe. She asked everyone to think about that statement for a moment. Dr. Vadehra is very proud of the many new programs in LVUSD that support this belief. As a pediatrician that has worked with children since 1988, Dr. Vadehra knows that LVUSD is on the right track for our kids. Children have been in crisis before the pandemic and she feels that the struggles they face will not fade quickly. LVUSD will continue to foster the social emotional learning as we continue to provide the academic excellence that LVUSD has been known for. Dr. Vadehra has continued to be impressed by the people in this room who are bright, smart, and dedicated to our kids. She thanked teachers, staff, administrative team, cabinet, superintendent, and her Board colleagues for their dedication.

Ms. Cutbill stated that she met with the auditor this week along with Dr. Vadehra. They had a very productive meeting. Ms. Cutbill, along with Dr. Vadehra, attended the robust Facilities Committee which continued with their great work. Ms.

Cutbill, along with Ms. Stein, went to the State of Agoura Hills meeting, which was the first time they had this meeting in person in three years. It was great to hear an update on the City of Agoura. The principals from our Agoura schools attended the meeting as well which was wonderful. Ms. Cutbill, along with Ms. Menges, attended the Agoura High School Rhythm and Chews Concert, which was a great event.

Ms. Stein shared that she visited Sumac Elementary with Ms. Cutbill. She stated that it was so heartwarming to get into the classrooms and see the magic and learning that occurs. Sumac has a fabulous new security system that we will hear about later in the meeting. Ms. Stein was excited to get the update on the new security measures that are in place at our schools. Ms. Stein, along with Ms. Cutbill, participated in Dr. Stepenosky's PASC class for future administrators. They spoke about the law, what the Board of Education does, and their responsibilities. They answered lots of questions from the students. It was a very productive class.

Ms. Menges shared that she participated in Yerba Buena's Read-a-thon. She read to fifth graders. Ms. Menges went to White Oak to see their Fun Run which was fabulous. Apex is the company who runs the Fun Run. They do a fabulous job with the event. It was fascinating to see how Apex kept the students engaged. Ms. Menges shared that the Rhythm and Chews Music event at Agoura was fabulous. She also attended the Calabasas High School Music Concert which was great. She sat with the new Principal, Amy Aviv, who was there with her husband. Principal Aviv's husband kept leaning over and commenting that he was surprised these were high school students because they were outstanding. Ms. Menges also saw *The Curious Incident of the Dog in the Night-time* at AHS, which was a lot of fun to see.

Dr. Stepenosky stated that his PASC class students had a great time visiting with Ms. Stein and Ms. Cutbill. This was Cohort 9, which was a phenomenal group. He shared some slides from the Coffee Cart visiting the schools. The staff has been super grateful for the Coffee Cart. Dr. Stepenosky also read a book to students at Yerba Buena's Read-a-thon. The CHS football team made it to the playoffs for the first time in five years. Dr. Stepenosky stressed the importance of voting on November 8 to make your voice heard.

Dr. Finneran shared that there were wonderful Halloween celebrations at the school sites. The events were all safe. At the last Board meeting, we shared some safety resources that went to the teachers. She has received some very positive feedback from our staff. They have used and incorporated those resources. She thanked the Board for their continued support with respect to our various committees.

Mr. Klein shared that in the efforts on Diversity, Equity, and Inclusion, we are officially celebrating Native American History month starting today. Our team has put together some amazing resources. We had a training this afternoon for teachers and we have some real solid events coming up this month. On Monday, we have an author visit by Joseph Bruchac who has written 120 books. He was raised in the Nulhegan Abenaki tribe. He will be doing a live author visit at Lupin Hill. We will live stream the event to our other schools. The following Monday, we will be doing a virtual field trip to the Chumash Indian Museum. All of our elementary schools will be able to participate in both events. He commended Ms. Tina Johnson and Ms. Maureen McDonald for putting these resources together.

Ms. Falk shared that the Pupil Services department conducted a deep dive into the CAASPP scores from last year. They are looking into the next steps on ways to improve those scores. They are starting to mandate practice tests in areas such as English Language Arts, Math and Science once a month in elementary, middle and high school. Ms. Falk is hoping to get the students familiar with the format of the test and tackle some vocabulary that they may not understand.

Ms. Patterson shared that the high schools are making great strides in the State Seal Civic Engagement goal that the Board of Education put in place. This is allowing students to participate and promote positive actions in the classroom, community, and the world. In the past several weeks, both AHS and CHS have held interest meetings where more than 100 students have shown up. They are expressing interest in the State Seal program. Ms. Patterson thanked Ms. Ortiz at CHS and Ms. Naberhaus at AHS for being the advisors for the State Seal program. Next week, the students will have the opportunity to apply to be counselors for the Outdoor Ed program.

Ms. Davenport shared that she also read to the students at Yerba Buena. That was truly a highlight of her week. She read to two different classes of 1st and 2nd grade students. She was very impressed with the students. They interpreted and analyzed the book in ways that surprised and impressed Ms. Davenport. Their level of empathy at this young age was heartwarming. They ended with a discussion about ways to help others being seen so that no one feels invisible. Ms. Davenport also shared that the elementary schools are preparing for teacher parent conferences. The principals are making sure that the teachers are sharing the important points such as state testing, RenSTAR data, etc.

Ms. Chambers shared that we will be hosting our 2nd LVUSD Job Fair on November 16 from 9:00 a.m. to 11:00 a.m. here at the District Office. We will have members from various departments in attendance to share information about the roles they play in the district. We are in the process of advertising in the Acorn, on social media, and on the school

marquees. This time, we will be offering the opportunity to test for the positions on site and to receive online support for the application process on Edjoin.org.

Dr. Gleason shared that he just received word that we will be receiving \$100k in Kitchen Infrastructure Grant funding. Our current infrastructure is from the 70's and early 80's era. We will start to use that funding to upgrade some of our key facilities which will include freezers and refrigerators.

Dr. Scifres shared that since it is November, our fall sports seasons have ended. He shared some results with the Board. AHS Girls Golf finished 2nd in their league. AHS Girls Tennis reached the playoffs for the first time in seven years. The Girls Frosh Volleyball team finished undefeated in their season. The Boys JV Football team finished 9-1 while they dedicated their season to Carter Stone. CHS Girls Tennis finished 2nd in their league. CHS Cross Country finished with many accolades. CHS Football is going to the playoffs starting this Friday night. He congratulated all student athletes and their coaches for all that they do.

### **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 Ms. Stein seconded by Ms. Cutbill; the Board of Education approved Consent Agenda A, Items 1-4.

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 Disposal of Surplus Property as listed on the attached document.
2. Approved Student Teacher Agreement - Alliant International University
3. Approved Board Policy 4119.11 - Sexual Harassment
4. Approved Overnight Field Trip Request 22-23.16 CHS Music

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

On motion of Ms. Cutbill, seconded by Ms. Stein, 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.

### **INFORMATION ITEMS**

1. Revision to Administrative Regulation 3541 - Transportation Routes and Services Home-to-School and Return was presented. Dr. Gleason shared that Administrative Regulation 3541 was originally approved in 2007 to provide guidance to district staff concerning the transportation of students for home-to-school services and other transportation. The district's current version of AR 3541 limits the number of passengers in a van to eight people, even if the van has seating for 10 people. This revision would allow us to use all available seats in a van. We have reviewed this with committee as well as ASCIP.

2. Update: Fall 2022 Safety Efforts was presented. Dr. Gleason shared that over the past twelve months, LVUSD continues to enhance our robust approach to student safety and well-being. Our approach to student safety has been informed by our most recent safety audit, our partnership with LA County Police Department, and through careful and continued analysis of emerging research and recommendations through the Safety and Wellness subcommittee of the Board. The presentation will consist of two parts: first, the soft interior, the mental wellbeing of our students; and second, the safety structures we have put in place.

Ms. Patterson stated how proud she is to serve on this cabinet. The Sources of Strength Model that the District embodies is so wonderful for the health and wellbeing of our students. The strength of community and resources are strong so we can hopefully prevent a possible suicide. We will be able to build these strong student connections on campus which will help students and give them the necessary resources. When students build strong relationships with adult advisors coupled with student peer mentors, studies have shown this can be powerful for students. We held our first Sources of Strength training session at CHS. In attendance, there were about 3 dozen staff from both high schools. Both principals have made a commitment to this model. When students know they have adults they can rely on, they tend to bring information to those adults when they are in need of support. The training also taught about the Sources of Strength wheel which encompasses many types of wellbeing such as mental fitness, physical fitness, spirituality, family friends, etc. These are resources the students have available to them. The staff also participated in multiple games and activities. The staff went through activities that the students would do the following week. Each high school had their

own student training where about 30 students participated at each high school. The staff commented how effective the training was. When they participated the following week with students, it was really powerful since they had already participated in the activity the week before.

Dr. Finneran shared some information about the Wellness Counseling Center efforts. The Wellness Counseling Center, which opened before Covid, offers an additional layer of support for students and families. The Wellness Counseling Center meets with students for many various issues such as behavior challenges, substance abuse and many others. They work through these issues with students. They talk about how to create appropriate boundaries, how to give and receive an apology, issues about personal accountability and responsibility. This center has been a wonderful asset to our district. In addition to the centralized Counseling Center, we also have Wellness Counselors at our secondary schools. Ms. Mona White and others have provided training and guidance to those secondary counselors. For example, Ms. White just finished doing Risk Assessment training with all of our new administrators and all wellness counselors. Ms. White also plans to do some training with our elementary team as well. The Wellness Center Counselors attend trainings and sessions and then they pass that information along to our wellness counselors at the school sites. The whole team supports proactive learning and activities. Dr. Finneran also shared that we administered the Rally Core Survey. We are awaiting that data. Once it is ready, we will share that data with the Board.

Ms. Davenport shared that the implementation of Ruler has had a significant impact on student safety and wellness in our elementary schools. We give the students these five tools of emotional intelligence. This helps students to identify and regulate their emotions. This helps them to express emotions that help to empower them throughout the school day. This allows them to decide what type of day they are going to have. This also provides an emotional stability that leads to good decision making.

Dr. Gleason shared information about our broader safety efforts. These are updates from the last few months. Our fencing efforts have almost been completed at A.C. Stelle, Bay Laurel, and Yerba Buena. We have been creative with the fencing in terms of colors that help the fencing to blend into our campuses. Other safety measures include looking at all campus signage and maps. Our maps have currently come from many different sources depending on the age of the schools. We are working to create maps that look the same from campus to campus. We are adding clear signage across all campuses. This allows emergency personnel to access students exactly where they are. There won't be any guess work. Dr. Gleason continued that we have Knox boxes for emergency personnel as well as law enforcement. In the Knox boxes, there will be current maps so key personnel will be able to locate students and staff. Sergeant Velek from the Lost Hills Sheriff J Team is aware of all Knox boxes at the school sites. This allows police to access keys to the school to help with emergencies. There are Knox boxes at the front and back of every school. We have audited the classrooms to make sure there are emergency supplies in each class. We have created lockdown kits in each classroom on all campuses, which contain emergency supplies should there be an emergency. Dr. Gleason shared that we are holding regular safety drills so that teachers, staff and students know what to do in an emergency. There is a new intercom system at both Lupin Hill and Sumac that we are piloting. Dr. Gleason played a video of Principal Foli at Lupin Hill demonstrating the system. Basically, there is a box at the front of the school which is outside the gates. When you walk up to the box, it automatically takes your picture. You can then ring the front office and speak to someone about why you are at the school. The office staff knows 95% of the parents. They will gather the information before allowing the parent/visitor to enter. This creates another layer of security to keep the students and staff safe.

Ms. Cutbill stated that this new security system also helps with student tardies. If a parent has to get out of their car and walk the student inside when they are late rather than just dropping the student off, it makes a big difference. The tardies have dropped significantly at Lupin Hill and Sumac. Principal Foli said that his tardies went from 24 to 4. Ms. Cutbill gave a shout out to the office managers and office staff who do a phenomenal job.

Dr. Gleason wrapped up the meeting to state that Safety and Wellness issues are ongoing measures that the District take very seriously.

The meeting was adjourned at 6:56 p.m.

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Date Approved

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President, Board of Education