



**BOARD OF EDUCATION**  
**Minutes of Regular Board Meeting**  
**November 15, 2022**

**CALL TO ORDER/MEETING PLACE**

President Menges called the Board meeting to order at 4:05 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 4:07 p.m.

**ADJOURNMENT OF CLOSED SESSION**

Closed Session Adjourned at 4:34 p.m.

**EXTRAORDINARY SERVICE AWARDS**

The Board of Education, along with Cabinet, recognized and thanked LVUSD employees with 15 years or more of extraordinary service to the District.

**CALL TO ORDER OPEN SESSION**

President Menges reconvened the Board meeting at 5:58 p.m.

**BOARD MEMBERS PRESENT**

Angela Cutbill

Dallas Lawrence

Linda Menges

Lesli Stein

## **BOARD MEMBERS ABSENT**

Dr. Kate Vadehra, M.D.

## **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 Representative, Emma Richardson (observed in the audience)

Calabasas High School Student Representative, Justin Pistotnik (participated on the dais)

## **STAFF ABSENT**

None

## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Brownie Troop #70186.

## **REPORT OUT OF CLOSED SESSION**

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

## **APPROVAL OF AGENDA**

On motion of Mr. Lawrence, seconded by Ms. Stein, the Board of Education approved the agenda of November 15, 2022.

Board Motion Carried 4:0:1 as follows:

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

NAYES: None

ABSENT: Board member Vadehra

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 November 1, 2022.

Board Motion Carried 4:0:1 as follows:

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

NAYES: None

ABSENT: Board member Vadehra

Student Preferential Vote Carried 1:0

## **STAFF/BOARD COMMUNICATION**

Calabasas High School Student Board Representative, Justin Pistotnik, offered congratulations to Board Members Cutbill, Lawrence and Stein for their re-election and the passing of Measure S. AHS Wellness Counselors brought mini ponies on campus for the students to enjoy. Today, the FBI was on campus presenting to the Forensics class. AHS Dance hosted their World of Dance Concert to raise money for the team. Mr. Pistotnik congratulated the CHS MUN team for their win this past weekend at Stanford. He also recognized the CHS Football team for moving to the semi finals in the playoffs. CHS is continuing to offer campus tours to show future students and parents all that CHS has to offer.

Ms. Cutbill forewent comments.

Mr. Lawrence thanked everyone who voted for Measure S. There was a lot of work that went into getting that Measure passed. The community stepped up in a big way. He also thanked Ms. Stein and Ms. Cutbill for leading the charge on getting this measure passed.

Ms. Stein was pleased that Measure S passed. The votes have not been certified yet, but she is confident certification will occur. Ms. Stein stated that we will be recognizing our Measure S Committee Chairs at the next Board meeting. She thanked the community for their trust in their ability to lead. Ms. Stein, along with Ms. Cutbill, visited Calabasas High School. This year, they started a new Broadcast Academy. She shared a picture of them in front of the green screen.

They visited the pod of classrooms on campus and spoke with many students. They received positive feedback on the new bell schedule. Ms. Stein, along with Ms. Cutbill visited Sumac as well during their Dia de Los Muertos celebration. It was great to see the students learn about historical figures. Ms. Stein, along with Ms. Cutbill, went to honor Denis Weber, who was a Councilmember for the City of Agoura Hills for 30 years who is now retiring. It was an honor to represent the District during that celebration.

Ms. Menges congratulated their fellow Board Members for their re-election. She looks forward to many more years of collaboration. Ms. Menges sat in on the Finance Committee meeting where they spoke about how pleased they were that Measure S passed. She thanked everyone involved.

Dr. Stepenosky thanked our community for voting on November 8. He was so thankful to the community for passing Measure S. Dr. Stepenosky congratulated Ms. Cutbill, Ms. Stein, and Mr. Lawrence on their re-election. He thanked our Measure S Committee Chairs, Ms. Tara Maynard and Ms. Amanda Poulos for their hard work in getting Measure S passed. We are getting started on gathering information and possibly purchasing equipment since there is an 18 month lag on a lot of the products we will be purchasing. The CHS MUN team had a First Place win in Stanford this past weekend. Dr. Stepenosky shared that Cabinet toured Sumac during the Dia de Los Muertos celebration. It was great to see the hard work that went into that event. CHS Football won last Friday which advanced them to the semi finals. This was the first time in six years, Dr. Stepenosky congratulated the Lindero Canyon 7th grade Theater Students for placing in the DTASC competition.

The rest of Cabinet forewent their comments due to a full meeting agenda tonight.

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

There was one speaker, Mr. Peter Coopersmith, who spoke about his concerns about the District regarding Theater Boosters when it was under his management.

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

On motion of Mr. Lawrence, seconded by Ms. Stein, the Board of Education approved Consent Agenda A, Items 1-7.

Board Motion Carried 4:0:1 as follows:

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

NAYES: None

ABSENT: Board member Vadehra

Student Preferential Vote Carried 1:0

1. Approved Warrants as listed on the attached document.
2. Approved Purchase Orders as listed on the attached document.
3. Approved Award of Bid to BH Janitorial Services, Inc for Custodial Cleaning at Agoura and Calabasas PAEC as listed on the attached document.
4. Approved Notice of Completion - L.A. Propoint, Inc. - Theatrical Rigging and Counterweight Fly System Repairs at Calabasas PAEC as listed on the attached document.
5. Approved Job Titles and Job Descriptions: Assistant Director of Construction and Bond Projects; Assistant Director of Maintenance, Operations and Facilities; Assistant Director of Child Nutrition as listed on the attached document.
6. Approved Overnight Field Trip Request 22-23.17 AHS Music as listed on the attached document.
7. Approved Overnight Field Trip Request 22-23.18 AHS Boys CC as listed on the attached document.

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

On motion of Ms. Stein, seconded by Mr. Lawrence, the Board of Education approved Consent Agenda B, Items 1-2.

Board Motion Carried 4:0:1 as follows:

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

NAYES: None

ABSENT: Board member Vadehra

1. Approved Personnel Document as listed on the attached document.
2. Approved Rejection of Claim #2209249 as listed on the attached documents.

#### **ACTION ITEMS**

1. Acceptance of Audit Report for the Modernization Portion of the Lupin Hill Project was presented. Dr. Gleason stated that as required by the School Facility Program (SFP), districts that receive state matching funds from the state of California must hire an independent auditor to conduct an audit of the funds received. The District contracted with Nigro & Nigro PC for the independent audit of the modernization portion of the Lupin Hill Project. This project was completed under Measure G funds plus state matching funds.

On motion of Ms. Stein, seconded by Ms. Cutbill, the Board of Education approved Acceptance of Audit Report for the Modernization Portion of the Lupin Hill Project.

Board Motion Carried 4:0:1 as follows:

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

NAYES: None

ABSENT: Board member Vadehra

Student Preferential Vote Carried 1:0

2. Resolution No. 12-22 - Acceptance of CALSHAPE Grant was presented. Dr. Gleason stated that earlier this fall, staff applied for a grant through California Schools Healthy Air, Plumbing, and Efficiency Program (CALSHAPE). CALSHAPE awarded LVUSD approximately \$1.5 million in grant funding to support maintenance, energy compliance, and upgrades to heating, air conditioning, and ventilation (HVAC) systems. This funding will be utilized over the next few years to support ongoing and deferred maintenance of existing HVAC systems in compliance with grant requirements. The grant award will free up the general fund from the burden of these expenses. Dr. Gleason stated that this was the first time the district qualified for this grant. The funds will be used at all LVUSD schools.

On motion of Mr. Lawrence, seconded by Ms. Stein, the Board of Education approved Resolution No. 12-22 - Acceptance of CALSHAPE Grant.

Board Motion Carried 4:0:1 as follows:

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

NAYES: None

ABSENT: Board member Vadehra

Student Preferential Vote Carried 1:0

3. Contract for Program Management Services to TELACU Construction Management, Inc. was presented. Dr. Gleason stated that in April 2022, LVUSD issued a Request for Qualification (RFQ) for professional services, including in the category of Program Management. In June 2022, the Board of Education approved TELACU Construction Management, Inc. as an eligible on-call professional service firm. Last week, voters approved the Measure S bond. The District plans to utilize the bond proceeds to support the projects outlined in the Facility Master Plan. Based upon the District's need to manage and prepare the various projects that will be funded through the bond, District staff is recommending the District contract with a Program Management firm to assist the District in managing the projects, including assisting with hiring architects, engineers, construction managers, contractors, DSA inspectors, and other service firms. The Program Management company will also advise the District as to the best method of delivery for the projects. Additionally, the Program Manager will provide guidance and expertise as it relates to tracking expenses using the bond funds. Dr. Gleason shared that we are looking at inflation and supply chain delays. Measure S will not start until 2026 when Measure R falls off. Dr. Gleason welcomed Mr. Jay Bell, who is Senior Vice President of TELACU. He has been with the company for 25 years.

Mr. Bell introduced himself and congratulated the District for the passing of Measure S. He shared that he has been building schools in California and overseeing projects for 25 years. There is a lot of preparation you can do before the funds become available. He introduced his team who will work with the District: Preeti D'Souza, who will oversee the program; and Jeff Thomas, who is the Program Director. Mr. Thomas lives within the district boundaries and had all three of his children attend LVUSD schools. In fact, his granddaughter currently attends Buttercup. Mr. Thomas knows the District intimately. TELACU is a full service construction company. Mr. Bell stated that the company works almost 100% with public agencies. Their focus has been predominantly K-12. They do construction as well as Program Management which is what LVUSD will need. TELACU works throughout California with an emphasis on Southern California. They have worked with over 35 school districts. Their focus on Program Management is how to go from the master plan to projects. They will start with laying out a plan and a schedule to implement the different steps that need to take place. Program Management is the oversight of multiple projects, multiple efforts, through a single capital gain. Every dollar will be managed from planning to close out. Their focus is to deliver quality and consistency throughout all of the projects. There will be multiple companies and vendors that will be used throughout this project. TELACU will look to the District to prioritize their goals with the funds that are available at the time. This contract with TELACU is for one year.

Dr. Gleason shared that basically we will look at our project list and decide the when and how to complete that list. Over the next year, we need to decide if we purchase items now due to supply chain demands or do we wait. We need strong expertise and advisement at the beginning of this project. We need to set up our own internal infrastructure with respect to accounting, etc. Coordination of projects is a real concern. We need to decide how to plan all of these projects. Dr. Gleason shared that after one year, we will need to decide whether we sign another year contract or continue on our own. We will learn a lot through this process. All soft costs can be refunded through Measure S. Dr. Gleason shared that if the Board approves this contract tonight, the first meeting is scheduled right after Thanksgiving. Mr. Lawrence

asked if the contract can state that the contract will not be sealed until Measure S has been certified. Ms. Stein agreed with that statement. She also asked for regular Board updates on the project.

On motion of Mr. Lawrence, seconded by Ms. Cutbill, the Board of Education approved Contract for Program Management Services to TELACU Construction Management, Inc.

Board Motion Carried 4:0:1 as follows:

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

NAYES: None

ABSENT: Board member Vadehra

Student Preferential Vote Carried 1:0

4. Provisional Internship Permit Credential for Industrial and Technology Education was presented. Dr. Scifres stated that this is for a Computer Science position that was vacated mid year. Candidate has a Bachelor's degree and would serve the students at A.C. Stelle.

On motion of Mr. Lawrence, seconded by Ms. Cutbill, the Board of Education approved Provisional Internship Permit Credential for Industrial and Technology Education.

Board Motion Carried 4:0:1 as follows:

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

NAYES: None

ABSENT: Board member Vadehra

Student Preferential Vote Carried 1:0

5. Variable Term Waiver Permit was presented. Dr. Scifres stated that this candidate has a Bachelor's Degree with emphasis in Latin America and would serve the students at Sumac.

On motion of Ms. Cutbill, seconded by Mr. Lawrence, the Board of Education approved Variable Term Waiver Permit.

Board Motion Carried 4:0:1 as follows:

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

NAYES: None

ABSENT: Board member Vadehra

Student Preferential Vote Carried 1:0

The meeting was adjourned at 6:55 p.m.

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Date Approved

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President, Board of Education