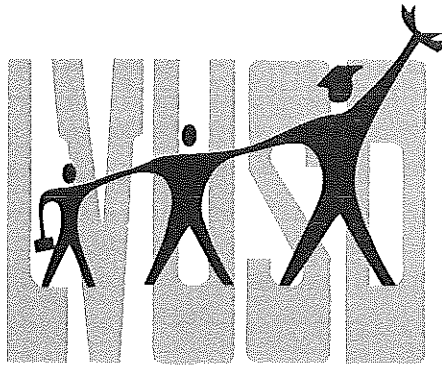


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BOARD OF EDUCATION

ANGELA CUTBILL

DALLAS LAWRENCE

LINDA MENGES

LESLI STEIN

MATHY WASSERMAN

DANIEL STEPENOSKY, Ed.D.
SUPERINTENDENT

**BOARD OF EDUCATION
Minutes of Regular Board Meeting
September 12, 2018**

CALL TO ORDER/MEETING PLACE

Board President Dallas Lawrence called the Board meeting to order at 5:00 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
Mathy Wasserman

BOARD MEMBERS ABSENT

None

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

**COMMENTS FROM THE AUDIENCE REGARDING ITEMS ON THE CLOSED SESSION
AGENDA**

There were no comments from the audience regarding items on the Closed Session agenda.

ADJOURNMENT TO CLOSED SESSION

The Board adjourned to Closed Session at 5:03 p.m.

A discussion was held regarding Public Employee Discipline/Dismissal/Release, Conference with Labor Negotiator - Agency Designated Representative - Dr. Rose Dunn, Threat to Public Services or Facilities - Review and Discussion of Safety Procedures and Precautionary Measures - Consultation with Karen Kimmel, Assistant Superintendent of Business - Security Operations Manager, Agency Representative.

ADJOURNMENT OF CLOSED SESSION

Closed Session adjourned at 6:02 p.m.

CALL TO ORDER/OPEN SESSION

President Lawrence reconvened the Board meeting at 6:06 p.m.

BOARD MEMBERS PRESENT

Angela Cutbill

Dallas Lawrence

Linda Menges

Lesli Stein

Mathy Wasserman

Calabasas High School student board member Allison Flame (at the dais)

Agoura High School student board member Nicolette Gelnak (in the audience)

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Dr. Daniel Stepenosky, Superintendent

Dr. Clara Finneran, Assistant Superintendent of Education

Dr. Rose Dunn, Assistant Superintendent of Personnel

Karen Kimmel, Assistant Superintendent of Business

Robbie Amodio, Director of Classified Personnel

Ryan Gleason, Director of Education and Leadership

Steve Scifres, Director of Curriculum and Athletics

Dr. Derek Ihori, Director of Pupil Services

Jim Klein, Chief Technology Officer

STAFF ABSENT

None

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by White Oak Elementary School student, Cate Fairtlough.

REPORT OUT OF CLOSED SESSION

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

APPROVAL OF AGENDA

On motion of Ms. Menges, seconded by Ms. Wasserman, the Board of Education approved the Agenda of September 12, 2018.

Board Motion Carried 5:0 as follows:

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

NAYES: None

Student Preferential Vote Carried 1:0 as follows:

AYES: Student board member Flame

STAFF/BOARD COMMUNICATION

The Board of Education recognized and thanked Penny Sylvester and Sharon Russell from Knowledge Counts for their dedication and support of the Las Virgenes Unified School District. White Oak Elementary School students proudly sang their school spirit song.

Ms. Flame reported on the following events taking place at Calabasas High School (CHS); On September 11 CHS held the first 2018-2019 Student Senate meeting which allows for student representatives from each homeroom to participate, On September 7, College and Career Advisor, Ms. Robin Lutsky held the first College Writing Workshop, On September 12 freshman elections were held for the Associated Student Body (ASB) and a financial aid presentation was made available. She said Spirit Week will take place this week followed by a pep rally on September 14, a fundraiser for the junior class on September 13 at The Stand restaurant, and the annual Kevin Cordasco, Something Yellow Foundation event in honor of pediatric cancer. Ms. Flame said upcoming events include; a beach clean up day at Malibu Surfrider Beach, a blood drive on September 26, club craft night on September 18, back to school night on September 20, Comedy Sports game on September 21, and a UC personal insight questions workshop with an admissions director from UC Santa Barbara on September 24.

Ms. Stein said Back to School nights and The Foundation's carnival were fun and exciting events. She thanked Dr. Stepenosky for hosting the first Superintendent's Advisory Board meeting of the new school year which allows community leaders collaborating and exchanging ideas. Ms. Stein said she took part in the Community 360 Committee meeting on September 12 where College and Career counselors from Agoura High School and Calabasas High School held a Myth Busters Workshop.

Ms. Menges said she enjoyed visiting White Oak Elementary School's Back to School Night. She said she attended the City of Westlake Village city council meeting where she helped introduce and welcome new White Oak Elementary School principal Ms. Laila Jorns and Agoura High School principal Dr. Stephanie McClay. Ms. Menges said on September 8 she attended The Foundation's carnival and was impressed by the growth of the event and the enthusiasm within the community. She thanked Jayne Polan for her continued hard work. Finally, Ms. Menges said on September 9 she attended the naming ceremony for the Southeast Ventura County YMCA located in Westlake Village which is named after the Yarrow Family.

Ms. Cutbill thanked The Foundation for their dedicated work in making the Carnival a highly anticipated and fun annual fundraiser. Ms. Cutbill thanked White Oak Elementary School for the beautiful artwork adorning the Boardroom and congratulated them on their 50th anniversary.

Ms. Wasserman said there has been a lot of positive Back to School spirit throughout the District. She said the Facilities Department continues to work hard on completing repair work at school sites and that the Lupin Hill Elementary School Project is developing nicely. She said District representatives are continuing outreach to local and state representatives regarding legislative items that will impact LVUSD.

Mr. Lawrence said he enjoyed participating in the Back to School events throughout the District. He said he has been speaking with state representatives about a bill which will allow districts to administer admissions exams like the SAT or ACT to eleventh grade students in place of eleventh grade assessment exams. He said the Board has also been monitoring Senate Bill 328 which would mandate all schools to begin at 8:30 A.M. taking away local control of schools to determine start times thereby impacting hundreds of students. He thanked Assemblymember Jacqui Irwin for voting with LVUSD against the bill.

Mr. Lawrence said LVUSD representatives will continue to lobby against the passing of SB328 which will be presented to the Governor in the near future.

Superintendent Dr. Daniel Stepenosky said September is Childhood Cancer Awareness Month and that the Something Yellow Foundation will have a ceremony at the Calabasas High School football game in remembrance of LVUSD student Kevin Cordasco. He said he attended The Foundation's Carnival which was a fantastic community event and raised approximately \$50,000 to support LVUSD. Finally, Dr. Stepenosky said the second annual State of Our Schools will take place October 16 at the Agoura High School Performing Arts Education Center.

Dr. Finneran shared photographs of White Oak Elementary School's Back to School Night and said it is a pleasure to see the renewed energy at the beginning of the school year with teachers showcasing and highlighting the curriculum for students. She said September 13 will be the first day of instructional rounds where principals and teachers will be visiting classrooms and having very deliberate conversations about their observations to make improvements and grow instruction.

Mr. Scifres said on September 11 the Freshman Seminar task force, consisting of teachers from Agoura High School and Calabasas High School who are teaching the course, met for the second time this school year. He said he is excited to watch the high schools collaborate and calibrate the Freshman Seminar course. He said the task force has been discussing students' experiences their freshman year, time management, self empowerment, peer relationships, ethics, mental health, and health and wellness. Mr. Scifres thanked Jason Busby and Brad Boelman for their leadership with this program.

Mr. Klein said all Forward Learning laptops have been distributed to students throughout the District. He said the new phone system will be put in place and in use as of September 13 starting with the District Office and the Maintenance and Facilities Department, followed by the high schools, middle schools, and elementary schools. He said by October 2 all staff and teachers will have the new phone system in place.

Dr. Ihori said the Pupil Services Department continues to provide quality training to staff throughout the District. He said last week training sessions were held for all Student Support Team (SST) coordinators and counselors and 504 coordinators where legal requirements and processes related to Aeries were reviewed. Dr. Ihori said on September 11 Willow Elementary School invited him to provide training for their staff on research based interventions at the SST level he said similar training is scheduled for staff at Lupin Hill Elementary School and Calabasas High School.

Ms. Amodio said the state budget for 2018-2019 school year includes at \$45 million statewide allocation for classified employees to receive professional development. She said the topic of professional development will include school safety. She said the funds are expected to be available in mid-December and the amount received by LVUSD will be based on the number of classified employees.

Mr. Gleason said Community 360 was launch today and will be followed by a film screening on September 24 of the documentary Girl Rising. He said the implementation phase has begun for the Department of Justice (DOJ) Tobacco grant and that he has reached out to STAR deputies to finalize plans to have three tobacco prevention lessons available to grades 4-9 in LVUSD.

Ms. Kimmel said the Business Department has been conducting year-end meetings with the District's oversight committees sharing with them the District's year-end results. She said the Business Department is also preparing for the annual parent booster group workshop on September 15 which consists of PFA/PFC presidents and treasurers sharing best practices, fraud prevention, district policies, procedures, and fiduciary oversight.

Dr. Dunn said the Personnel Department held its substitute teacher orientation this weeks where they discussed several important topics and reviewed safety preparedness. She said current LVUSD Preliminary Administrative Services Credential (PASC) students shared their perspective during the training.

COMMENTS FROM THE AUDIENCE REGARDING ITEMS NOT ON THE AGENDA

Community member George Coleman addressed the Board regarding the use of fireworks at Agoura High School.

APPROVAL OF CONSENT AGENDA - A

On motion of Ms. Stein, seconded by Ms. Menges, the Board of Education approved Consent Agenda - A, Items 1 through 3 and 5 through 12. Item No. 4 was pulled for discussion.

Board Motion carried 5:0 as follows:

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

NAYES: None

Student Preferential Vote carried 1:0 as follows:

AYES: Student board member Flame

1. Approved Overnight Field Trip Request 18-19.03 for Agoura High School 9th through 12th grade Varsity Boys Cross Country team to travel to the Clovis Invitational track meet in Clovis, CA.
2. Approved Overnight Field Trip Request 18-19.04 for Calabasas High School 9th through 12th grade Leadership students to attend a leadership retreat at Camp Ramah in Ojai, CA.
3. Approved Overnight Field Trip Request 18-19.05 for Calabasas High School 12th grade Model United Nations Conference at Stanford University in Palo Alto, CA.
4. Approval of the Job Title and Job Description: Dean of Student Safety and Wellness, was pulled to be discussed separately.
5. Approved the Job Title and Job Description: Accounting Supervisor
6. Approved Internship Credential Program - National University
7. Approved Student Teacher Agreement – National University
8. Approved Award of Bid to Fence Factory for Ornamental Iron Fencing Project at Willow Elementary School
9. Approved of Notice of Completion - Carter Fence - Contract for Lupin Hill Elementary School K Yard Iron Fencing Project
10. Approved Resolution No. 5-18 Adoption of the GANN Limit as Determined by Article XIII-B to the California Constitution
11. Approved Warrants, as presented
12. Approved Disposal of Surplus Personal Property

Item No. 4, Job Title and Job Description: Dean of Student Safety and Wellness was now discussed. Ms. Stein requested clarification of the position and how the two new staff members will support the direction, coordination, and use of campus support staff assigned to K-12 schools. Dr. Stepenosky said the positions will be paid for by the funds the District has received from the Department of Justice (DOJ) Tobacco and Vaping Prevention Grant. He said the Deans will help ensure student safety and wellness by developing curriculum and educational programs for LVUSD K-12 schools and assisting with enforcement and intervention.

Ms. Stein asked what the timeline is for the hiring of the two Deans.

Dr. Stepenosky replied that the posting of the positions can take place immediately.

Mr. Lawrence requested further clarification of how the success of the position will be measured, the reporting of duties, and experience required for the job.

Mr. Gleason explained the deliverables as well as the parent communication and coordination plan. He said deliverables are measured through the DOJ grant monitoring system and the parent communication and outreach are related to the reporting of deliverables for safety, substance abuse, and tobacco mitigation as required by the DOJ.

Dr. Dunn added that the Personnel Department recommends more generic job descriptions in order to provide for a broader array of applicants.

On motion of Ms. Stein, seconded by Ms. Cutbill, the Board of Education discussed and approved the revised Job Title and Job Description: Dean of Student Safety and Wellness.

Board Motion carried 5:0 as follows:

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

NAYES: None

Student Preferential Vote carried 1:0 as follows:

AYES: Student board member Flame

APPROVAL OF CONSENT AGENDA - B

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

NAYES: None

1. Approved the Personnel Document dated 9-12-18, enumerating employee changes as listed in the attached document.

ACTION AGENDA

1. The Business Department presented the final results of the 2017/2018 fiscal year, along with a side-by-side comparison of the 2018/2019 adopted budget. The Unaudited Actuals keep the District compliant with AB1200 reporting requirements and enables the Board to revise the 2018/2019 operating budget and future projections. The full budget packet has been posted on the District website.

The Board stated that they have received regular updates and communication from the staff and Finance Committee relating to budget.

On motion of Ms. Stein, seconded by Ms. Cutbill, the Board of Education approved the Unaudited Actuals Financial Report for 2017-2018.

Board Motion Carried 5:0 as follows:

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

NAYES: None

Student Preferential Vote carried 1:0 as follows:

AYES: Student board member Flame

INFORMATION

1. Director of Maintenance, Operations and Facilities, Julie Pescetto presented an updated summary of the over 500 work orders and 100 projects completed district-wide over the summer. She said the focus of the work was on school safety including implementation of signage, security fencing, striping of pathways, repaving, window tinting, tree trimming and landscaping, resloping of drainage, addition and replacement of shade sales and structures, installation of new air conditioning units at the District Office, exterior painting, and repurposing of play equipment.

Finally, Ms. Pescetto shared photographs and reported on the following major repairs; a domestic water line break underground at the entrance of Bay Laurel Elementary School which was detected and repaired within four days, a reclaimed water main line which broke near Sumac Elementary School, a sewer line back up and a reclaimed water line break at Willow Elementary School, and the replacement of a main pump at Yerba Buena Elementary School. The Board of Education expressed their appreciation of the continued quick and efficient repairwork by the Maintenance, Operations, and Facilities Department.


2. The Business Department presented information related to the Final Bond Sale - Series D which was sold on August 8, 2018. Ms. Kimmel said that the District has been assigned a "Aa1" General Obligation Bond credit rating from Moody's Investors Services and has been determined to have a stable and healthy financial profile. She said the behind the scenes work has been extensive and she and Ms. Torres worked closely with the financial analysts and attorneys to prepare the documents. Ms. Kimmel said she has reviewed the repayment schedule over the next seventeen years and pointed out that the Measure G Bond was streamlined by eight years with no capital appreciation and that the cost of the bond sale was \$232,356.

The Board thanked Ms. Kimmel and Ms. Torres for their financial stewardship which has resulted in a significant savings to local taxpayers.

ADJOURNMENT

The meeting was adjourned at 7:30 pm.

1/29/19
Date Approved


Clerk, Board of Education