

LAS VIRGENES UNIFIED SCHOOL DISTRICT  
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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 an Emergency Special Board Meeting**  
**November 14, 2018**

**CALL TO ORDER/MEETING PLACE**

Board Vice President Linda Menges called the Emergency Special Board meeting to order at 2:05 p.m. at the Las Virgenes Municipal Water District, 4232 Las Virgenes Road, Calabasas, CA

**BOARD MEMBERS PRESENT**

Board President, Dallas Lawrence participated via teleconference from Hyatt Regency, 5 Embarcadero Center, San Francisco, CA  
Angela Cutbill  
Lesli Stein  
Linda Menges

**BOARD MEMBERS ABSENT**

Mathy Wasserman

**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

**CABINET MEMBERS ABSENT**

None

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Board Vice President, Linda Menges.

**APPROVAL OF AGENDA**

On motion of Ms. Stein, seconded by Mr. Lawrence, the Board of Education approved the Emergency Special Meeting Agenda of November 14, 2018.

Board Motion Carried 4:0:1 as follows:

AYES: Board members Cutbill, Lawrence, Menges, and Stein  
NAYES: None  
ABSENT: Board member Wasserman

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

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

**ACTION AGENDA**

1. Dr. Stepenosky thanked the Board, Cabinet, Maintenance and Operations staff, District staff, and administrators for their dedication and hard work over the past week with the unprecedented fires in our community.

Dr. Stepenosky thanked the Las Virgenes Municipal Water District for making their boardroom available for today's Emergency Special Board Meeting.

He said that to date ninety-nine Las Virgenes families have been severely impacted by the fires and cabinet members, The Foundation, and the Southeast Ventura County YMCA continue to reach out to LVUSD families to assure their safety and assess their immediate needs.

He said at the start of the fires he immediately notified Las Virgenes families that all LVUSD schools would be closed effective November 9 and he has been in continuous communication with law enforcement, first responders, school site principals, cabinet members, board members, neighboring school districts, LVUSD families, LVEA and LVCA representatives, and District employees exchanging current information and keeping families abreast of updates. Dr. Stepenosky said after the fires moved through our community, staff was able to evaluate the extent of fire and smoke damage at the 14 school sites and the district office and decided to reopen schools after the Thanksgiving break.

He said legal counsel directed the District to request the Board to pass Resolution 9-18 Declaration of Emergency Requiring Action to Deal with the Imminent Circumstances Caused by the "Woolsey & Hill" Fires in order to allow staff to respond immediately to possible emergencies.

The Board and Cabinet discussed the clean up schedule, re-arranging of calendars for various school events, coordination of resources for mental health support, college application deadline extensions and waivers, and the plan for students impacted by the fires.

Ms. Kimmel said Resolution 9-18 declares a State of Emergency and provides the Superintendent the authority to act swiftly to protect the health and safety of students, staff, and facilities.

She said the LVUSD declaration of emergency would be in alignment with local, state, and federal government declarations of emergency for the State of California.

Ms. Kimmel stated that at the onset of the fires, the District immediately submitted a claim to its insurance carrier to begin cleanup and restoration. She said the District would like to sign a contract with SERVPRO to immediately begin cleaning up of the District's 1.2 million square feet of space which consists of the 14 school sites, the central kitchen and District office.

Mr. Klein stated that all off site back up systems worked well during the fires and safely secured data. He said during the evacuations the District's communication systems were remotely accessed allowing customized messages to be sent to LVUSD families and staff.

Ms. Stein said that members of the community have expressed to her their appreciation of the school closures and the continuous updates provided by school administrators and the District.

Ms. Menges said communications have been very effective and well coordinated.

On motion of Ms. Cutbill, seconded by Mr. Lawrence the Board of Education approved Resolution No. 9-18 - Declaration of Emergency Requiring Action to Deal with the Imminent Circumstances Caused By The "Woolsey & Hill" Fires.

Board Motion carried 4:0:1 as follows:

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

NAYES: None

ABSENT: Board member Wasserman

2. Dr. Stepenosky said Resolution 10-18 will allow the District to waive the bidding process and enter into contracts for labor and services related to clean up and testing of various school sites arising from conditions caused by the "Woolsey and Hill Fires". He said the District was extremely fortunate in that there was minimal damage to structures and equipment, however the District will need to contract with vendors to mitigate impacts such as indoor air quality. He said due to an abundance of caution and concern for the safety of students and staff, school sites will reopen on November 26 upon completion of clean up. Ms. Kimmel said LVUSD is subject to the Uniform Public Construction Cost Accounting (CUPCCAA) procedures which under normal circumstances would require bidding from multiple contractors. She said due to the state of emergency, the Board can approve the District to take any action required to procure the necessary equipment, services, and supplies without giving notice for bids.

On motion of Ms. Cutbill, seconded by Ms. Stein the Board of Education approved Resolution No. 10-18 to Enter into Contracts for Labor and Services Related to Clean Up and Testing Arising From Conditions Caused By Wildfires.

Board Motion carried 4:0:1 as follows:

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

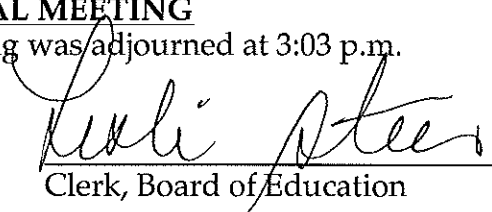
NAYES: None

ABSENT: Board member Wasserman

**ADJOURNMENT OF SPECIAL MEETING**

The Emergency Special Meeting was adjourned at 3:03 p.m.

2-26-19  
Date Approved

  
Clerk, Board of Education