



LAS VIRGENES UNIFIED SCHOOL DISTRICT FACILITIES COMMITTEE MEETING MINUTES

October 10, 2019

Present: Angela Cutbill, Board Representative
Mathy Wasserman, Board Representative
Dan Stepenosky, Superintendent
Karen Kimmel, Assistant Superintendent, Business
Steve Scifres, Director of Curriculum and Athletics
Kelly Beder, Business Manager
Shawn Vudmaska, Facilities and Maintenance Supervisor
Yael Rosen, Secretary
Heidi Magel, Facilities Coordinator
Garrett Lepisto, Assistant Principal – Agoura High School
Clint Cummings, Boys Athletic Director – Agoura High School
Conley Oliver, Boys Basketball Coach – Agoura High School
Scott Foli, Principal – Lupin Hill Elementary
Javan Nabili, Cannon Design
Devan Mitchell, Cannon Design

The meeting was called to order at 1:30 p.m. at the Las Virgenes Unified School District, 4111 Las Virgenes Road, Calabasas, CA.

Lupin Hill MPR

Ms. Kimmel provided an update on the status of the project. The estimated date of completion is November 14, 2019. Principal Foli added that the building looks great but just needs to be completed. Both he and Ms. Kimmel spoke about the craftsmanship of the main staircase at the front of the Administrative Building. This staircase was reconstructed over the summer but needs

to be replaced as it has serious defects. Ms. Kimmel and Ms. Pescetto are working with the contractors to get this fixed with the least amount of disruption to the campus.

Facilities Master Plan (FMP) Draft

Ms. Kimmel began by stating that the FMP is a tool used to determine the needs of the district, noting that fiscal constraints will require project prioritization. Ms. Mitchell shared that the draft also provides a current cost estimate of the projects and the district would need to include an approximate 4% annual escalation costs for every project that is completed in future years.

Like earlier updates on the project, the draft is split into the following areas per site: Facilities Improvements and Instructional Goals, Safety-Security, Building Systems, and Curriculum & Instruction. Ms. Mitchell shared snapshots for all campuses stating inventory, attributes and challenges as well as a capacity analysis. The committee will review in closer detail and share feedback to Cannon Design ahead of their presentation to the Board of Education at the meeting on October 29, 2019.

Facility Use – Clarifying Terms and Agreements

Standardized Custodial Hours

Ms. Kimmel shared feedback she received regarding challenges with facility users and the need to standardize custodial hours. The committee decided on the following policies:

Internal Users in Season or Athletic Booster Group during the school year: A minimum of 2 hours of custodial up to 8 hours of use. Groups will be expected to leave the facility with equipment put away and trash in appropriate receptacles. If the use is for over 8 hours, the minimum charge is 4 hours of custodial. If the event is expected to have a large number of participants, based on history or expectations for a new event, custodial will be more. If the group leaves the facility a “mess”, they will be charged hour for hour for the next facility use.

Outside Users or Private Sport Clubs: no change to hour for hour policy.

ASCIP Sexual Abuse and Molestation Coverage

Ms. Beder shared that since this coverage is now a requirement for the district, she has been getting feedback that rates are reasonable for groups but very expensive for individuals. The committee reviewed how other school districts are implementing this coverage and decided to require only after-school enrichment/tutoring providers to carry SAM insurance plus fingerprint and TB. Staff will reevaluate this procedure after this school year, and revisit if needed.

Cell Antennas

Ms. Kimmel shared that the district currently has seven (7) agreements with cell providers with rolling five (5) year terms. AT&T owns a cell antenna at Agoura High School and has proposed an increase to the antenna in height but not in width. T-Mobile owns an antenna at Calabasas High School and has proposed increasing both the height and width to the antenna. The committee approved the increase at Agoura High School and Calabasas High School.

Eagle Scout Project

Agoura High School student Ethan Goldenberg shared his Eagle Scout proposal to transform the G-Building to meet additional needs for the wrestling, dance and cheer teams. Mr. Goldenberg proposed adding storage under the stage, building a trophy case and creating a new challenge board.

Ms. Cutbill asked what the timeline for this project was and Mr. Goldenberg replied that he would like to complete it by the end of next school year. Ms. Cutbill suggested that the storage boxes for each team be identifiable and be made of materials that are safe for the floor.

The committee approved this project.

CHS Donor Plaque

Ms. Kimmel presented to the committee a donor plaque that Calabasas High School would like to place in the Alumni Fitness Center. The committee approved the project.

Campus Security

Ms. Kimmel shared a proposal to place a gate with a panic bar at the entrance on Rustling Oaks for Willow Elementary School. She also shared a proposal to increase security fencing at A.E. Wright Middle School to form a separation between the school and Center EdX. The committee approved the proposal for Willow Elementary and will further review the needs and costs of the A.E. Wright project to see how the fencing can be most effective.

The meeting adjourned at 4:15 p.m.