EXTRAORDINARY SERVICE AWARDS
The Board of Education recognized and thanked LVUSD employees with 15 years or more of extraordinary service to the District.

CALL TO ORDER/METTING PLACE
Board President Linda Menges called the Board meeting to order at 5:30 PM 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 5:35 p.m.

A discussion was held regarding Public Employee Discipline/Dismissal/Release, Conference with Labor Negotiator - Agency Designated Representative - Dr. Rose Dunn.

CALL TO ORDER/OPEN SESSION
President Menges reconvened the Board meeting at 6:45 p.m.

BOARD MEMBERS PRESENT
Angela Cutbill
Dallas Lawrence
Linda Menges
Lesli Stein
Mathy Wasserman
Agoura High School student board member Ethan Castillo (at the dais)
Calabasas High School student board member Bella Echols (in the audience)

BOARD MEMBERS ABSENT
None

STAFF PRESENT
Dr. Daniel Stepenosky, Superintendent
Dr. Rose Dunn, Assistant Superintendent of Personnel
Karen Kimmel, Assistant Superintendent of Business
Dr. Clara Finneran, Assistant Superintendent of Education - Dr. Finneran left the meeting at 7:00 PM
Robbie Amodio, Director of Classified Personnel
Ryan Gleason, Director of Education and Leadership
Steve Scifres, Director of Curriculum and Athletics
Jim Klein, Chief Technology Officer
Angie Falk, Director of Pupil Services

**STAFF ABSENT**
None

**PLEDGE OF ALLEGIANCE**
The Pledge of Allegiance was led by Superintendent, Dr. Dan Stepenosky earlier in the evening during the Special Board meeting.

**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 Ms. Stein, seconded by Ms. Wasserman, the Board of Education approved the Agenda of November 19, 2019.

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 Castillo

**STAFF/BOARD COMMUNICATION**
The Board and Cabinet forewent comments in the interest of time.

**COMMENTS FROM THE AUDIENCE REGARDING ITEMS NOT ON THE AGENDA**
There were no comments from the audience regarding items, not on the agenda.

**APPROVAL OF CONSENT AGENDA - A**
On motion of Mr. Lawrence, seconded by Ms. Cutbill, the Board of Education approved Consent Agenda - A, Items 1 through 7.

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 Castillo

1. Approved Overnight Field Trip Request No. 19-20.29 for the Agoura High School varsity girls water polo team to travel to the annual Villa Park Classic Water Polo Tournament in Villa Park, CA.
2. Approved Overnight Field Trip Request No. 19-20.30 for the Agoura High School varsity girls water polo team to travel to America’s Finest City Water Polo Tournament in Coronado, CA.
3. Approved Overnight Field Trip Request No. 19-20.31 for the Agoura High School varsity girls water polo team to travel to the Annual Southern California Water Polo Championships in Irvine, CA.
4. Approved Request for the Allowance of Attendance Due to Emergency Conditions, Form J-13A.
5. Approved Warrants, as presented.
6. Approved Disposal of Surplus Personal Property, as presented.
7. Approved Purchase Orders, as presented.

**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 November 19, 2019, enumerating employee changes as listed in the attached document.
APPROVAL OF ACTION ITEMS

1. Dr. Dunn presented information on the Early Tell Incentive Plan - Las Virgenes Educators Association. She said the District anticipates the need to reduce staffing at every level due to declining enrollment. She said in an effort to reduce the need for layoffs and plan for staffing transfers, the District met with the Las Virgenes Educators Association (LVEA) representatives to propose implementing an Early Tell Incentive Plan for the current school year. She said the proposal would provide an incentive for certificated staff to notify the District of their intent to resign/retire prior to the March 15, 2020, statutory notification deadline. She said if a certificated employee notifies the District by February 7, 2020, they will be entitled to a $1,000 incentive.

Ms. Stein asked how the incentive opportunity will be shared with staff. Dr. Dunn replied an email will be sent to all certificated staff this week and as often as possible to inspire certificated staff to notify the Personnel office. Mr. Hochhaus said teachers and counselor find it stressful when there is discussion about possible layoffs and this incentive plan relieves some of that anxiety and it allows for the District to planning in advance. He said once the email is sent out by the District, the LVEA will advertise it as well to get the message out.

Dr. Dunn stated that both Simi Valley Unified School District and the Conejo Unified School District use a similar approach.

Mr. Lawrence asked about the status of the early retirement program. Ms. Kimmel replied that the District has an agreement to investigate it for this school year and it could be a negotiated item at the next round of negotiations.

Ms. Wasserman thanked Mr. Hochhaus for his role in negotiating with certificated staff.

On motion of Mr. Lawrence, seconded by Ms. Cutbill, the Board of Education approved the Early Tell Incentive Plan - Las Virgenes Educators Association.

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 Castillo

2. Dr. Dunn presented the Teacher Assignment Report which is presented to the Board each year. She said the list of teachers listed do not meet the specific credentialing areas as required by Education Code Section 44258.9 but they are able to meet the credential and are skilled to teach in their perspective areas.

Mr. Lawrence asked why the number of science teachers appears to be greater this year. Dr. Dunn replied that the requirements for reporting have changed dramatically and the Personnel Department is working with the schools to assign teachers to classrooms accordingly in order to reduce these numbers.

On motion of Ms. Wasserman, seconded by Ms. Stein, the Board of Education approved the Teacher Assignment Report.

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 Castillo

3. Ms. Kimmel presented information on Resolution No. 11-19 Authorizing the Projects and Filing of Applications for Funding Under the State School Facility Programs. She said during the Facilities Master Plan process, the potential for a Career Technology Education (CTE) Facilities Grant was identified with an ideal project being the remodel of the current Multi Purpose Room (MPR) at Calabasas High School. The underutilized facilities of the MPR lends itself to benefit the 200 students who are a part of the growing Academy of Media and Entertainment program. The grant would require a one-to-one match and a resolution is necessary to allow the District to apply for state matching funds. With the application deadline being the beginning of December, staff recommends applying for the grant while on a parallel track to a possible bond measure for the District. This application process has been presented to the Facilities Committee as well as the Finance Committee. If the grant application is successful, the full facility proposal and budget will be brought to the Board prior to moving forward.

Ms. Stein asked what is the funding range of the grant. Ms. Kimmel said it is a one-to-one match from the state and the District is looking for the ceiling of $1.5 million.

Ms. Stein asked if we do not have bond funds available, can developer fees be used for this need. Ms. Kimmel said she would look into how that could be achieved.

Mr. Gleason provided a brief summary of the grant and pointed out that all CTE grants will have one-to-one matches. He said it would be helpful to have some CTE line items in the budget which will allow the District to redirect funds where possible.

The Board thanked staff for their hard work in exploring these opportunities and meeting the grant deadlines.
On motion of Ms. Wasserman, seconded by Mr. Lawrence, the Board of Education approved Resolution No. 11-19 Authorizing the Projects and Filing of Applications for Funding Under the State School Facility Programs.

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 Castillo

4. Ms. Kimmel presented Resolution No. 12-19 Annual and Five-Year Developer Fee Reports Dated October 18, 2019 (In Compliance with Government Code Section 66006 and 66001). She said the District collects approximately $700,000 in developer fees annually and has $8.5 million in the account. She said these funds are used for facilities needs to accommodate student growth as well as facilities needs due to growth and class size reduction. She said acceptance of the resolution enables the District to continue collecting statutory fees as provided for in the law.

Mr. Lawrence asked who sets the fee and if it is universal. Ms. Kimmel replied the state sets the fee and it is different based on need and activity.

On motion of Ms. Wasserman, seconded by Ms. Stein, the Board of Education approved Resolution No. 12-19 Annual and Five-Year Developer Fee Reports Dated October 18, 2019 (In Compliance with Government Code Section 66006 and 66001).

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 Castillo

INFORMATION

1. Ms. Kimmel presented a draft resolution for the Board to consider calling an election in March 2020 for the purpose of approving a general obligation bond. She said this draft resolution meets the statutory requirements for describing the projects to be funded with the proceeds of the bond and a 75 word summary of the measure has been included as Exhibit A. She said this election would fall under constitutional and statutory provisions that require fifty-five percent (55%) voter approval, and certain accountability requirements, including annual independent financial and performance audits of how funds are spent, and the formation of the Citizens' Bond Oversight Committee.

Ms. Kimmel invited Nic Heuer, Esq., with Stradling Yocca Carlson & Rauth, who has worked with David Casnocha on past LVUSD bond issuances to review the proposed language with the Board giving them the opportunity to make edits before the language is brought back for consideration on the December 3, 2019 Board agenda. The Board under the guidance of Mr. Heuer reviewed and amended the 75-word statement (Exhibit A) and the information printed in the voter information booklet (Exhibit B).

2. Mr. Kim from Piper Jaffray reviewed with the Board potential finance options and a potential issuance schedule if the District were to move forward with the $198 million general obligation bond. He said the amount of tax levied to the community is $20 per $100,000 of assessed valuation. He said it has been assumed that the District would draw upon the $198 million in equal amounts over a standard 15-year period. He said this is a living plan and the amounts that you draw upon can change at any time depending on the District’s needs and the time when the funds are drawn can be modified to fit the District’s needs. He said the only thing that cannot be changed is the full amount of the bond at $198 million. He said it is assumed the District’s assessed valuation will grow by approximately 4% per year and that over the past 2-3 years the District’s assessed valuation outperformed that ranging from 4-5%. He said it has been assumed that each series of bonds would mature after 30 years from the time of issuance and that the first year of the tax levy would begin in fiscal year 2020-2021.

Dr. Stepenosky confirmed that this is a living document and that there is the ability to refinance in the future. Mr. Kim said the District has taken a very fiscally prudent approach with tax payer monies.

Mr. Lawrence stated that Piper Jaffray’s last report to the Board indicated an overwhelmingly positive response from the investment community because of the District’s conservative stewardship of the taxpayer money and our fiscally responsible and effective leadership.

Ms. Wasserman said she served as a former Measure G Oversight Committee member and that the committee carefully oversaw the accounting and attested to the fiscal responsibility and accuracy of District spending. Mr. Kim said the general obligation bond amount of $198 million cannot be changed after the Board’s vote but everything else can be modified.

Mr. Lawrence stated that there was a very robust conversation about the final dollar amount that will be voted on and the $198 million was determined to be the lowest amount the District could request from the community when
facing $600 million in deferred maintenance issues. He said anything less than that wouldn't be financially prudent for the District as this time while being respectful of our community's values and capacity for additional taxation. Ms. Wasserman said this opens greater opportunities for funding that the District would not otherwise have had.

The Board thanked Mr. Kim and said Piper Jaffray's guidance reassures the Board as they go out into the community and confidently state that the District has been fiscally prudent stewards of taxpayer monies.

**ADJOURNMENT**
The meeting was adjourned at 8:20 pm.

[Signature]
Date Approved

[Signature]
Clerk, Board of Education