BOARD OF EDUCATION
Minutes of Regular Board Meeting
December 3, 2019

CALL TO ORDER/MEETING PLACE
Board President Linda Menges called the Board meeting to order at 5:15 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 participated via teleconference from Mandalay Bay - South Convention Center - 3950 Las Vegas Boulevard South, Las Vegas, NV 89119

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 5:21 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 6:08 PM

BOARD MEMBERS PRESENT
Angela Cutbill
Dallas Lawrence
Linda Menges
Lesli Stein
Mathy Wasserman - participated via teleconference from Mandalay Bay - South Convention Center - 3950 Las Vegas Boulevard South, Las Vegas, NV 89119
Calabasas High School student board member Bella Echols (at the dais)
Agoura High School student board member Ethan Castillo (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
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 Round Meadow Elementary School student Mia Shut.

**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. Cutbill, seconded by Mr. Lawrence, the Board of Education approved the agenda of December 3, 2019.
Board Motion Carried 4:0:1 as follows:
- AYES: Board members Cutbill, Lawrence, Menges, and Stein
- NAYES: None
- ABSENT: Board member Wasserman
Student Preferential Vote Carried 1:0 as follows:
- AYES: Student board member Echols

**STAFF/BOARD COMMUNICATION**
Round Meadow Elementary School chorus students beautifully sang three songs from their winter show.
The Board of Education recognized Certificated Employee of the Month, Mariposa School of Global Education Teacher, Janice Wordin.
The Board of Education recognized Classified Employee of the Month, Lupin Hill Elementary School Media Center Coordinator, Cindy Sugano.

Ms. Echols said last Friday before break Calabasas High School held its annual Associated Student Body (ASB) faculty luncheon for the teachers and that the ASB class is looking forward to meeting with Dr. Stepensosky this Thursday.
Ms. Cutbill forewent comments.
Ms. Stein forewent comments.
Mr. Lawrence shared with the audience that the Board will be considering a bond measure this evening and he encourages the community to follow the developments. He said the District hired a consulting firm to analyze the District’s facilities needs and it has been determined that there are $600 million unmet facilities needs throughout the district. He said there is a proposal on tonight’s agenda to put forward a general obligation bond for approximately $200 million to cover a portion of those needs. Mr. Lawrence said the District had another extremely favorable financial audit which is a testament that LVUSD is one of the best in the state in terms of how we manage our finances. He stated that LVUSD receives $3,000 less per each student compared to LA Unified, which equals to roughly $35 million less per student, per year. He said if the Board votes tonight to place the bond on the March election ballot, he asks the community to give it consideration because the District needs the community’s and parents’ support to get the general obligation passed which will allow the District to begin making necessary upgrades.
Ms. Menges forewent comments.
Cabinet forewent comments.

**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. Stein, the Board of Education approved Consent Agenda - A, Items 1 through 5.
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 Echols

1. Approved Overnight Field Trip Request No. 19-20.32 for the Calabasas High School 9th through 12th grade Dance Team to travel to the West Coast Elite (WCE) Nationals dance competition in Long Beach, CA.
2. Approved Overnight Field Trip Request No. 19-20.33 for the Calabasas High School 9th through 12th grade theater students to travel to the Fullerton College Theatre Festival in Fullerton, CA.
3. Approved Resolution No. 14-19 Reissuance of Warrants After Expiration of Valid Period
4. Approved Gifts, as presented.
5. Approved Warrants, as presented.

APPROVAL OF CONSENT AGENDA - B

On motion of Mr. Lawrence, seconded by Ms. Stein, 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

Student Preferential Vote Carried 1:0 as follows:
   AYES: Student board member Echols

1. Approved the Personnel Document dated December 3, 2019, enumerating employee changes as listed in the attached document.

APPROVAL OF ACTION ITEMS

1. Dr. Stepenosky presented Resolution No. 13-19 Resolution of the Board of Education of the Las Virgenes Unified School District Ordering an Election, and Establishing Specifications or the Election Order. He said passage of this resolution will place this bond on the March 3, 2020 election ballot. He said for the first time in election history there will be an eleven day voting window and reduced polling locations. He said the District will share information on polling locations as soon as possible and staff strongly recommends approval of this resolution to meet our facilities needs as outline in our Facilities Master Plan.

Ms. Cutbill said she and Ms. Stein have served as Board liaisons for the bond and have been in constant communication with community leaders, parents, principals and teachers in doing what we think is best for our community and the needs of our students and staff.

Ms. Wasserman said as a member of the Facilities Committee she would like to thank everybody who participated in providing input and Canon Design who created the Facilities Master Plan.

Mr. Lawrence said we are facing a massive budget disparity in the community where we receive $35 million dollars less that LA Unified, while facing an enormous need to update $600 million in unmet facilities needs. He said the District has a history of fiscal discipline which is continually reflected in our financial audits. He said he hopes the community supports this bond as it will help keep local revenue control.

Ms. Stein thanked everyone who has been involved in this process. She said this has been an incredibly transparent process and has brought the entire community together in sharing their opinion and values on school improvements.

Ms. Menges said we are a very fiscally conservative district and we have done our due diligence in getting to this point in the process as we work to update and improve aging facilities district-wide.

On motion of Mr. Lawrence, seconded by Ms. Stein, the Board of Education approved Resolution No. 13-19 Resolution of the Board of Education of the Las Virgenes Unified School District Ordering an Election, and Establishing Specifications or the Election Order.

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 Echols

2. Dr. Stepenosky said the District has developed a Facilities Master Plan which contains $600 million in facilities projects. With the Board's desire to place a $198 million bond measure on the March ballot, a prioritization list has been developed with input from the Facilities, Committee, Maintenance and Facilities team, Board study sessions and staff. Priority projects are focused on the District's urgent and critical facility needs, including safety issues, basic repairs, computer and information technology. It is the intent of the District to continue to pursue state matching opportunities and local grants with the goal of expanding the priority project list. All items are proposed based on current needs and may change based on the needs of the District as determined by the Board of Education. Dr. Stepenosky said an important part of the process is managing expectations and that this is the best time for this bond which will allow the District to maximize the benefit for our community.

On motion of Ms. Stein, seconded by Ms. Cutbill, the Board of Education approved the 2020 Project List.

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 Echols

3. Ms. Kimmel introduced Peter Glenn from Nigro and Nigro to review the 2018-2019 fiscal year audit report.

Mr. Glenn thanked the District, Ms. Kimmel, and the Business Department for their continued cooperation with the audit. Mr. Glenn briefly reviewed the audit report which was sent to the Board under separate cover and is posted on the district website at www.lvusd.org. He said the audit complies with all state standards for school district audits and fulfills the District's obligation for outside oversight as per state law.

Ms. Cutbill thanked Mr. Glenn and Nigro and Nigro for their services.

Ms. Stein asked if ASBs are trained every year on accounting practices. Ms. Kimmel confirmed that ASBs are required to participate in workshops every year. She said the District is working to change the oversight structure of the ASB at a few sites and a staff member has been going out every month to conduct training and work one on one with the site bookkeepers.

Ms. Kimmel and the Board thanked Ms. Torres and her team for all their hard work auditing the ASBs.

On motion of Mr. Lawrence, seconded by Ms. Cutbill, the Board of Education approved the Acceptance of Audit Report 2018-2019.

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 Echols

4. Ms. Kimmel said the limited increases in state funding (for districts with LVUSD's demographics) have not kept pace with the increasing cost of living and pension obligations. These rising pension obligations, combined with declining enrollment, have resulted in deficit spending projections for the District. In order to meet the Board's fiduciary duty with regard to the District's financial obligations, a budget fiduciary efficiency plan has been created reflecting $4.6 million over the next two years. (fiscal years 2020-2021 and 2021-2022).

Ms. Kimmel said if the bond measure is approved by the voters it will help relax some of the budget efficiencies. She said many districts throughout the state are in the same position. Factors such as slightly declining enrollment, small increase to cost of living, increasing pension costs, and increasing special education costs are factors.

Mr. Lawrence said we need to shed light on the fact that the state has put our district in this position of needing budget efficiencies by how they have appropriated funding and requested that the language be amended to reflect accordingly.
On motion of Ms. Cutbill, seconded by Ms. Stein, the Board of Education approved Resolution No. 15-19 Affirming Intent to Implement Budget Efficiencies as Needed to Meet the Minimum Required Reserve Requirement, as amended.

Board Motion Carried 4:0:1 as follows:
- AYES: Board members Cutbill, Lawrence, Menges, and Stein
- NAYES: None
- ABSENT: Board Member Wasserman

Student Preferential Vote Carried 1:0 as follows:
- AYES: Student board member Echols

5. Ms. Torres said AB 1200 requires that school districts provide ongoing updates relative to their fiscal integrity. The purpose of the interim budget report is to ensure that the Board of Education is kept abreast of the changing nature of the district's finances and to ensure that the district has sufficient financial reserves. Ms. Kimmel said the interim budget commits the Board for the District to be fiscally sound for this current year and the next two years. The First Interim Budget Report and Budget Adjustments is posted on the district website at www.lvusd.org

On motion of Mr. Lawrence, seconded by Ms. Stein, the Board of Education approved the First Interim Budget Report and Budget Adjustments.

Board Motion Carried 4:0:1 as follows:
- AYES: Board members Cutbill, Lawrence, Menges, Stein, and Wasserman
- NAYES: None
- ABSENT: Board member Wasserman

Student Preferential Vote Carried 1:0 as follows:
- AYES: Student board member Echols

INFORMATION

1. Mr. Gleason presented a Professional Development Update for 2019-2020. He said in line with the Board's focus of Academic Achievement, staff has developed a Professional Development Plan for 2019-2020 that targets our areas for growth in our academic programs. With curriculum adoptions for core subject areas completed over the past four years, the coming years will require extensive collaboration, coaching, sense-making, and implementation support. He said our goal of our professional development efforts are to target areas of growth including CAASPP scores, specifically Reasoning and Problem Solving domains. He said the District's efforts are; targeting secondary D/F rates and access of underrepresented subgroups to advance course pathways, support goals that staff have developed and develop a plan that focuses on Professional Learning Community (PLC) Development, Instructional Rounds, Math Reasoning and Problem Solving, Mastery Based Grading, K-5 Literacy, and Staff Wellness. He said in addition to these focused trainings, staff is working to coach and support LVUSD principals in nurturing these efforts at their school sites. Mr. Gleason said consistency of leadership and coaching will be essential tools to help ensure that the multi-year efforts above continue and we have measurable change on CAASPP scores, D/F rates, and other key metrics.

Ms. Cutbill asked for clarification of how instructional rounds are carried out. Mr. Gleason shared that a teacher volunteers their classroom to a group of colleagues from other schools and grade levels. After the visit the teachers discuss their observations, what students were doing, and the nature of the task the students were participating in. He said this is different than walkthroughs because we are holding a mirror up to ourselves and is non-judgemental and is self reflective.

Ms. Cutbill asked how it is determined who goes on instructional rounds. Mr. Gleason said it has been on a volunteer basis which has grown organically.

Ms. Stein asked how the opportunities are shared among teachers. Mr. Gleason said principals have all the dates in advance and recruit at their site. He also send emails regularly to staff with a sign in form.

Math task force members Christine Martins and Kathy Jacobson provided an update on elementary math proficiency.

Literacy and Language Coach Lauren Walsh provided an update on Literacy.
Teachers Gina Armfield and Lisa Hatfield provided an update on their work with art journaling which is being offered through a LACOE Art grant.

2. Mr. Gleason provided an update on Grant Opportunities. He said the District has aggressively pursued state grant opportunities over the past two years to support our academic programs. He said since 2017 LVUSD has been awarded over $3 million in grant funds which have helped fund counseling center programs. He said currently staff is working under the guidance of the finance committee to pursue the following grants: Proposition 51 Facilities Modernization, Career Technical Education Incentive Grant, Learning Communities for School Success Grant, California School Leadership Academy Grant. He said in early 2020 the state is expected to release a Strong Workforce Program, Title IV, and a Tobacco Use Prevention Education (TUPE) RFA. Mr. Gleason said the District will plan to apply for these three opportunities to support existing and future costs associated with Career Technical Education, student safety, our counseling center, and tobacco prevention efforts.

ADJOURNMENT
The meeting was adjourned at 8:37 PM.

1/14/20
Date Approved

Clerk, Board of Education