BOARD OF EDUCATION
Minutes of Regular Board Meeting
April 28, 2020

CALL TO ORDER/MEETING PLACE
The meeting was held in accordance with Governor Newsom's Executive Orders N-33-20 and N-25-20 in regard to the COVID-19 virus, which included provisions relating to the Brown Act in regard to local legislative bodies, such as school boards, holding meetings via teleconference. One of the stated reasons for issuing this Executive Order was to, "further efforts to control the spread of the virus and to reduce and minimize the risk of infection."
Notice was given that the regular meeting of the Las Virgenes Unified School District Board of Education, scheduled for April 28, 2020, would be a teleconference meeting where the members of the Board of Education would attend the meeting via teleconference/video conference. Members of the public were able to observe the meeting using a live online stream and were further able to submit public comments via email.

Board President Lesli Stein called the Board meeting to order at 5:00 PM at the Las Virgenes Unified School District, 4111 Las Virgenes Road, Calabasas, CA.

BOARD MEMBERS PRESENT
Angela Cutbill
Dallas Lawrence participated via video-conference
Linda Menges participated via video-teleconference
Lesli Stein
Mathy Wasserman participated via video-teleconference

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 5:01 PM
A discussion was held regarding Student Discipline, Public Employee Discipline/Dismissal/Release, Conference with Labor Negotiator - Agency Designated Representative - Dr. Rose Dunn.

CALL TO ORDER/OPEN SESSION
President Stein reconvened the Board meeting at 6:25 PM

BOARD MEMBERS PRESENT
Angela Cutbill
Dallas Lawrence participated via video-conference
Linda Menges participated via video-conference
Lesli Stein
Mathy Wasserman participated via video-conference
Agoura High School student board member Ethan Castillo participated via video-conference
Calabasas High School student board member Bella Echols participated via video-conference

BOARD MEMBERS ABSENT
None
STAFF PRESENT
Dr. Daniel Stepenosky, Superintendent
Dr. Rose Dunn, Assistant Superintendent of Personnel
Karen Kimmel, Assistant Superintendent of Business participated via video-conference
Dr. Clara Finneran, Assistant Superintendent of Education participated via video-conference
Robbie Amodio, Director of Classified Personnel participated via video-conference
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 participated via video-conference

STAFF ABSENT
None

PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by LVEA President, Craig Hochhaus.

REPORT OUT OF CLOSED SESSION
President Stein 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 April 28, 2020.
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

APPROVAL OF MINUTES
On motion of Ms. Menges, seconded by Ms. Cutbill, the Board of Education approved the Regular Board Meeting minutes of April 7, 2020.
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
Dr. Stepenosky thanked the Board, staff, parents, and students for their kindness and patience during these unprecedented times. He said that in response to Governor Newsom’s remarks today, LVUSD does not foresee starting the next school year in July but is tirelessly working on the plan for the return of students and teachers to campuses in the fall. Dr. Stepenosky shared photographs of current and past LVUSD student achievements including; Calabasas High School junior Avery Grove who competed and placed third place in the National Qualifiers for the Speech and Debate Competition qualifying her to compete in the National Competition online this summer, Agoura High School alumnus Annie Mascot for being named Women’s Golf 2019-2020 Division III Player of the Year, and Calabasas High School alumnus Darnay Holmes for being drafted by the NFL New York Giants.

Ms. Cutbill shared excerpts from letters written by both a teacher and a parent in order to provide perspective of the extraordinary efforts our teachers are putting forth to successfully implement distance learning. Ms. Cutbill expressed her appreciation of the staff and teachers’ continued persistence and grit during these difficult time.

Mr. Lawrence said he is amazed at the amazing work our teachers are doing given their short notice to prepare for distance learning. He said teachers are not only continuing to educate our students, but they are doing so with great care and compassion for students’ social and emotional well-being. He also thanked the district staff for their continued hard work to keep district operations functioning as seamless as possible. Mr. Lawrence said he participated in the Finance Committee meeting on April 24 and that the District is heading into extremely complicated financial times, and he thanked Ms. Kimmel and her team for their great work. He said there is a great
lesson to be learned with Measure V not passing due to the lack of 100 additional votes, and that is that not enough LVUSD parents voted which results in a lack of funding for our district and a reduction in resources and program cuts.

Ms. Menges said she was pleased to see the article in the Acorn where LVUSD families created and sent heartfelt thank yous to local healthcare workers as well as the appreciation expressed on social media for the District's efforts. Ms. Menges also said she participated in a virtual Curriculum Council meeting with Ms. Wasserman which went very well.

Ms. Wasserman said she has heard great feedback on the services provided by the food services staff and thanked all District staff for their continued hard work.

Mr. Castillo said on behalf of all students, a big thank you to all teachers, administrators, and district staff for their tireless work with distance learning. He said the student body understands it was not easy and appreciate that students continue to be educated. He encouraged all seniors and thanked them for their patience.

Ms. Stein congratulated Mr. Castillo on his acceptance to UCLA in the fall. She said she participated in the California School Board Association (CSBA) meeting with state superintendent Tony Thurmond. She said the scenario changes every few days and the District is discussing how it needs to adjust given the country is entering a pandemic induced recession. She said LVUSD responded early and rapidly in its response to feed the community, provide technology for distance learning, and provide internet access to district families in need. She said the District is facing many challenges such as a $700,000 shortfall in funding from site rentals alone. Ms. Stein thanked everyone and acknowledged that this is a difficult time for everyone and reiterated her appreciation of everyone's endurance, patience, and kindness.

**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 Ms. Menges, seconded by Ms. Cutbill, the Board of Education approved Consent Agenda A, Items 1 and 2.

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 Gifts
2. Approved Purchase Orders

**APPROVAL OF CONSENT AGENDA - B**
On motion of Ms. Cutbill, seconded by Ms. Wasserman, the Board of Education approved Consent Agenda B, Items 1 through 3.

Board Motion Carried 5:0 as follows:
- **AYES:** Board members Cutbill, Lawrence, Menges, Stein, and Wasserman
- **NAYES:** None

1. Approved Employee Agreement for Mr. Steve Scifres to serve as Assistant Superintendent of Human Resources of Las Virgenes Unified School District from July 1, 2020 through June 30, 2021.
2. Approved Expulsion of the Student in Disciplinary Case. No. 19-20.06
3. Approved the Personnel Document dated April 28, 2020, enumerating employee changes as listed in the attached document.

**APPROVAL OF ACTION ITEMS**
1. Mr. Gleason presented the Revision to Board Policy 6142.4 - Learning Through Service Learning. He said the COVID-19 pandemic of 2020 has prevented current high school students from meeting their 15-hour per year service learning requirement and that the current revision to the policy reduces the requirement to a total of 45 hours for the next four graduating classes, beginning with the graduating Class of 2020.

Ms. Stein read a public comment submitted by Angelique Higgins regarding service learning.
Ms. Wasserman clarified that the changes apply to the graduating Classes of 2020 through 2023 and the Board discussed the intent of the language which in essence reduces the burden of service learning by 15 hours a year, for the next four years, as a result of social distancing mandates. Mr. Gleason clarified that the Board Policy language serves as a guideline.

Ms. Stein said the District will defer to teachers and counselors at the school sites to track high school students' required service learning hours.

On motion of Ms. Cutbill, seconded by Ms. Menges, the Board of Education approved the Revision to Board Policy 6142.4 - Learning Through Service Learning.
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. Stepenosky stated that proposed Board Policy 3516.5 specifically gives the Superintendent authority to take necessary action when hazardous conditions or other emergencies arise. This proposed policy was presented to the Board as an information item at the April 7, 2020, regular board meeting.

On motion of Ms. Cutbill, seconded by Ms. Menges, the Board of Education approved the Board Policy 3516.5 - Emergency Schedules.
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 the Developer Fee Justification Studies and Increase to Statutory School Fees on New Residential and Commercial / Industrial Development Projects pursuant to Education Code Section 17620 and Government Code 65995. She said that school districts hold such a public hearing once every two years and that the justification study has been attached to tonight's agenda and published in the newspaper. She said if the Board moves to approve, the developer fees would become effective June 29, 2020.

Open Public Hearing
On motion of Mr. Lawrence, seconded by Ms. Cutbill, the Board of Education approved the Developer Fee Justification Studies and Increase to Statutory School Fees on New Residential and Commercial / Industrial Development Projects.
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

Close Public Hearing
On motion of Mr. Lawrence, seconded by Ms. Cutbill, the Board of Education approved the Developer Fee Justification Studies and Increase to Statutory School Fees on New Residential and Commercial / Industrial Development Projects.
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


Ms. Stein asked if the District anticipates any upcoming construction. Ms. Kimmel responded that the District has coordinated payment and paperwork with two developers over the past few weeks and that the increase in fees will
not take effect until June 29, 2020.

On motion of Mr. Lawrence, seconded by Ms. Menges, the Board of Education approved Resolution 28-19 - Increase of Statutory Fees Imposed on New Residential and Commercial / Industrial Construction.
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

5. Mr. Scifres and teachers Nancy Jobsz and Jonathan Oakman presented the materials adoption for Biology: The Living Earth. They said the Biology textbook is California: The Living Earth by Miller & Levine Biology which will have a digital component. Mr. Scifres said the material adoption has come in under budget and the District anticipates future reductions in the curriculum budget due to recent events. He said the District conducted its first virtual Curriculum Council meeting successfully and thanked the Curriculum Council chairs and pilot teachers for vetting the material with the LVUSD philosophy of inclusivity.

Ms. Jobsz said the pilot process was a positive experiences and the publishers have been supportive and responsive offering personalized remediation for students. She said the material is in line with scientific studies and has an easy to use online application.

The Board thanked the pilot teachers and said they were pleased to be able to provide new curriculum during the current global challenges.

On motion of Mr. Lawrence, seconded by Ms. Wasserman, the Board of Education approved the High School Materials Adoption: Biology: The Living Earth.
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

6. Mr. Scifres and teachers Nancy Jobsz and Jonathan Oakman presented the High School Materials Adoption: Physics in the Universe.

Mr. Oakman said the Physics material by Stile is a completely online platform with no textbook. He said students will still have access to the old textbooks if support if needed. He said the online platform allows for various online interactions and allows for instant feedback and remediation, and specific support. He said the online material is user-friendly and students enjoy the interactive experience which also allows for the text to read to the student.

The Board thanked Mr. Oakman and Ms. Jobz for their work in piloting the materials and for their recommendations.

On motion of Mr. Lawrence, seconded by Ms. Wasserman, the Board of Education approved the High School Materials Adoption: Physics in the Universe.
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

Dr. Stepenosky said the District continues to offer a variety of resources at Community360.me and will provide a free at home screening of Angst - Raising Awareness Around Anxiety the week of May 4. He said families continue to generously donate masks, handwritten letters of support, monetary donations via PayPal, and fresh fruit and vegetables to support our community. He said free meals for students continue to be available between 9:00 am - 12:00 pm at A.E. Wright Middle School.
Staff provided departmental updates on the Continuity of School Operations and Planning for the 2020-2021 School Year.

Ms. Kimmel said the District is in compliance with the LA County Public Health Safer at Home Order and has posted notices at district facilities and requires staff wear face coverings. She said the District continues to provide free meals to over 400 students every day. She thanked the community and parents for donating over $12,000 in monetary support as well as 13,000 GoGo squeeze pouches and fresh fruit and that the District continues to accept donations at the A.E. Wright Middle School cafeteria. Ms. Kimmel said the District is coordinating with principals for the year-end distribution of yearbooks and the collection of textbooks and school materials. She said business operations have continued along with the successful payment of payroll taxes, submission of state attendance reports, and processing of payroll. Ms. Kimmel said that it is unclear what type of support the District will receive from the federal government and the total financial impact. She thanked the Technology Department for their technological support of the Business Department.

Ms. Stein stated that the District is accepting Paypal donations which can be made via the LVUSD.org. She said monetary donations will help support meals for families in need as LVUSD has become a community resource and the government will not provide full reimbursement.

Mr. Scifres said the District has "Sunshined" articles 5, 6, and 7 of the Las Virgenes Educators Association (LVEA) contract and will be entering negotiations. He said the District's fiscal picture lacks clarity and he is grateful for the relationship LVUSD has with the bargaining team.

Ms. Amodio said the District will be entering the negotiation cycle with the Las Virgenes Classified Association (LVCA). She said many classified employees have continued to work during the Safer at Home Order and a multitude of options continue to be provided to staff who cannot work at their regular job site. She said she is extremely grateful of Mr. Gleason and his team who have provided a multi-faceted variety of professional development to classified staff. She said she was please that many classified staff stepped up to be presenters in their areas of expertise providing depth of variety. She said she has been working closely with the PFA/PFCs who are experiencing fundraising challenges and will need to make reductions in their budget. Ms. Amodio said she is working with staff to minimize impact and will meet with every employee who will be effected.

Ms. Stein thanked Dr. Dunn, Ms. Amodio, Mr. Scifres for their work during this difficult time.

Dr. Finneran expressed her gratitude for all the work teachers and staff have done. She reported that teachers have connected with students over 22,236 Google Meet sessions and 6,481 Zoom sessions. She said since March 13 students have checked out over 8,750 ebooks through partnership with the Calabasas Library and watched 524 educational videos.

Mr. Gleason said teachers, counselors, administrators and psychologists regularly reach out to absent students and the District utilizes formal letters and home visits to reach students who are not engaged or attending their classes. He said the Cabinet meets twice a week and conducts weekly principal meetings. He said there are weekly staff meetings and grade level / department meetings at each school site discussing what is going well, areas of growth, and areas of needs. Mr. Gleason said our teachers take great pride in their work and are managing the challenge of distance learning, divergent parent expectations, and flexibility with missing assignments while caring for their own children at home.

The Board discussed the value of conducting a parent survey, gauging expectations, and being prepared to act on the data. They discussed the value of obtaining aggregate data to help with planning for the return of K-5, 6-8, 9-12 students in the fall, and obtaining samples of surveys conducted by other school districts. Mr. Gleason suggested opening this matter up for discussion at the next Pathways Committee meeting.

Mr. Klein reported that more than 400 laptops have been checked out and there have been more than 2,483 support emails during distance learning. He said new websites and resources are made available at lvusd.org and systems and processes are in place for the return of laptops and school materials.

The Board thanked Mr. Klein and his team for the amazing work they have done.

Dr. Stepenosky said the District's goal is to maintain the letter grade system for all secondary students and will allow data to inform possible recommendation of Credit/No Credit, while elementary students will receive an expanded
narrative on their student progress report for the third semester. He said he has been in contact with superintendents across the state and is continuing to monitor the data. He thanked LVEA President, Mr. Hochhaus, who he said has been a tremendous advocate.

The District looks forward to celebrating graduating seniors and culminating 8th grade and 5th grade students in creative, positive ways. The District is monitoring government mandates to determine the structure of learning in the fall.

Mr. Lawrence said he appreciates the thoughtful approach the District is taking in addressing the needs of all students.

Mr. Castillo said he has received input from this year’s juniors who have expressed their desire for letter grades in order to boost their GPA. He said it is important to have that option for students who are interested in continuing on to college.

Ms. Wasserman said this is a complicated matter that will have an impact beyond the current events.

Mr. Hochhaus spoke on behalf of the LVEA and encouraged continued dialogue. He said some students want this because they have worked hard and deserve a right to receive a letter grade. He said with the No Harm approach students may have no motivation to work harder. He said the Credit/No Credit option can help students who may have other matters they are dealing with in their lives.

Mr. Scifres said elementary students will receive an expanded narrative on their student progress report for the third semester while continuing to receive goals. He thanked the elementary summit team for their collaborative approach in reaching this approach.

Mr. Gleason said Cabinet and the administrative team have brainstormed and developed a multi-tiered plan for graduation with hopes of a returning graduating seniors for a reunion event in the fall. He said four scenarios for recognizing graduates include; the display of lawn signs, a video production, a time capsule, and the delivery of diplomas in meaningful ways. He said principals continue to check with the Class of 2020 as to what will be most meaningful for them.

Dr. Stepenosky said the District’s decisions will be guided by what the Governor allows. He said the safety and wellbeing of students and staff are of foremost importance while determining the most creative way to celebrate our seniors.

Mr. Castillo said that he has been getting input from seniors who have expressed their preference for a drive-thru graduation ceremony versus having diplomas delivered.

Mr. Gleason said there are over a hundred high school students who have signed up to offer free tutoring for middle school and elementary school students. He said summer school with be virtual for all college classes, freshman seminar, and credit recovery and summer school for special education will be given separate consideration.

Ms. Falk said as of April 24 the Special Education Department has held 5,068 distance learning sessions with an average of over 241 sessions per day.

Ms. Wasserman said she is pleased that staff has found innovative ways to connect and help special education students.

2. Dr. Stepenosky said he appreciates all that our staff, students, and families are doing in order to sustain learning and connection while looking forward to the next school year. He said the District will be driven by state and local health officials and the Governor as it prepares for various scenarios of returning to school in the fall. He said LVUSD is closely watching what our neighboring counties and states are planning as well.

Ms. Kimmel said the District is conducting summer-time deep cleaning and safety related work order at LVUSD campuses during distance learning. She said there is a lot of uncertainty with the state budget which effects K-12 education funding. She said the District will have a better understanding of the financial impact in July. She said the impact to the LVUSD budget ranges from a $9 million to $21 million deficit.

Dr. Stepenosky said the District is gathering information and the goal is to have as many options as possible.
Dr. Finneran said we are looking at what other school districts are doing and considering our options. She said we continue to explore online resources and will explore options while taking into consideration student and teachers mental wellbeing.

Ms. Falk said we will have a better sense of considerations for our special education students after the easing of the Safer at Home Order on May 15. She said our most medically fragile students will not be able to return to school and some families may choose to not send students for fear of the unknown. Finally, Ms. Falk said we will reassign our para-educators as we analyze class size and placement of special education students.

Dr. Dunn said there won't be a lot of money and in order to get our full staff back we will need to get our elementary schools in place. She said some staff may not be able to return in the fall and the District is working with our substitute teachers to get them up to speed to support their school sites. She said we will need to lobby our legislatures often in order to place schools at the forefront of their thoughts and decision making.

Ms. Stein thanked teacher, parents, and students for their continued hard work and dedication.

ADJOURNMENT
The meeting was adjourned at 10:01 PM.

5-12-20
Date Approved

President, Board of Education