

# **Laguna Beach Unified School District**

## **Board of Education Minutes of Regular Meeting April 23, 2019**

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### **Call to Order**

The Regular Meeting of the Board of Education was called to order at 5:00 p.m., at the Central Offices for Laguna Beach Unified, 550 Blumont, Laguna Beach, California.

### **Roll Call to Establish Quorum**

Quorum was established.

Members Present:     Jan Vickers  
                             Carol Normandin  
                             Peggy Wolff  
                             Dee Perry  
                             Jim Kelly

### **Public Comment on Closed Session Items**

There were no public comments.

### **Adjourn to Closed Session**

Member Normandin moved to adjourn to Closed Session. Member Wolff seconded. Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes to adjourn to Closed Session at 5:01 p.m. Member Kelly was absent. The following topics were discussed.

#### **A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

Government Code §54957

#### **B. CONFERENCE WITH LABOR NEGOTIATORS**

Government Code §54957.6

- i. Employee Organization:     LaBUFA  
     District Negotiator:       Leisa Winston
- ii. Employee Organization:    CSEA  
     District Negotiator:       Leisa Winston
- iii. Employee Organization:   Unrepresented Employees  
     District Negotiator:       Leisa Winston

Member Normandin moved to adjourn from Closed Session. Member Wolff seconded.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes to adjourn from Closed Session at 5:55 p.m.

**Present at Board Meeting**

Members Present: Jan Vickers  
Carol Normandin  
Peggy Wolff  
Dee Perry  
Jim Kelly

Employee Group  
Representatives: Marianne Bynum, Vice President, LaBUFA  
Elizabeth Phillips, Vice President, CSEA

Staff: Jason Vilorio, Ed.D., Superintendent  
Jeff Dixon, Assistant Superintendent, Business Services  
Leisa Winston, Assistant Superintendent, Human Resources/Public  
Communications  
Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services  
Victoria Webber, Executive Assistant  
Mike Morrison, Chief Technology Officer  
Michael Keller, Director, Social Emotional Support  
Chad Mabery, Director, Assessment & Accountability  
Irene White, Director, Special Education  
Ryan Zajda, Director, Facilities  
Anakaren Ureno, Communications Specialist  
Chris Duddy, Principal, El Morro Elementary  
Mike Conlon, Principal, Top of the World Elementary  
Jenny Salberg, Principal, Thurston Middle School  
Jason Allemann, Principal, Laguna Beach High School

**Pledge of Allegiance**

President Vickers led the Board, staff, and members of the audience in reciting The Pledge of Allegiance to the Flag of the United States of America.

**Report of Closed Session Action**

President Vickers stated there was no report out of closed session.

**Adoption of Agenda**

Public Comment: None

Member Normandin moved to adopt the agenda. Member Wolff seconded.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry and Kelly voted yes.

## **Recognition**

California Distinguished Schools – Thurston Middle School

Principal Jenny Salberg introduced staff in attendance. President Vickers and Superintendent Viloria presented Mrs. Salberg with flowers.

## **Public Comment (Non- Agenda Items)**

The following people addressed the Board:

Thasa Zuziak regarding a very successful Trophy Invite track meet.

Sheri Morgan regarding students social-emotional well-being and the high school bell schedule.

## **Reports**

**Student Representative** – Kaitlin Gunsolley and Piper Warner

Katilin and Piper reported on the following:

- El Morro and Top of the World Elementary Schools
  - Spelling Bee
  - Angels players
- TMS
  - Passion Projects
  - 6<sup>th</sup> Grade Oral History Project
- LBHS
  - AP test prep
  - ASB elections for 2019-20 complete
  - Athletics update

**LaBUFA Representative** – Sara Hopper, LaBUFA President

- Teaching conference
- National memorial for fallen educators
- LaBUFA luncheons for membership engagement
- Negotiations

**CSEA Representative** – Margaret Warder, CSEA President

- Negotiations
- Scholarship fundraiser
- May 15 CSEA recognition
- Leadership Academy

### **Board Members**

Board members reported as follows:

#### **Member Kelly**

- Attended Joint Fiscal Management Committee (JFMC) meeting

#### **Member Perry**

- Attended SchoolPower Endowment

#### **Member Wolff**

- N/A

#### **Member Normandin**

- N/A

#### **President Vickers**

- Attended PTA Council meeting
- Attended SchoolPower Endowment

### **Superintendent Vilorio**

- Thanked all staff for their hard work during this very busy time of the year

### **Cabinet**

#### **Leisa Winston, Assistant Superintendent, Human Resources and Public Communications**

- No report

#### **Jeff Dixon, Assistant Superintendent, Business Services**

- Auditors were at the district last week

#### **Alysia Odipo, Assistant Superintendent, Instructional Services**

- Commented on FanCon and Denise Pope events

### **CONSENT CALENDAR**

President Vickers pulled the minutes to be voted on separately.

Member Normandin moved approval of Consent Calendar items b – i. Member Wolff seconded.

Public Comment: None

Discussion: None

- a. ~~Approval of Minutes Pulled to be voted on separately~~
  - i. ~~March 26, 2019 Regular Meeting~~
  - ii. ~~March 18, 2019 Special Meeting~~
- b. Approval/Ratification of Personnel Report
- c. Approval of Agreements for Contracted Services – Special Education
- d. Approval of Agreements for Contracted Services – Technology
- e. Approval of Donations/Gifts – Checks Totaling \$120,917.20
- f. Approval/Ratification of Warrants #397219 through #397486 in the amount of \$1,270,018.52 Dates: 3/18/2019 through 4/12/2019
- g. Approval/Ratification of Certificated Payroll 9A in the Amount of \$2,202,374.86  
Approval/Ratification of Classified Payroll 9B in the Amount of \$700,780.79  
Approval/Ratification of Certificated Payroll 9C in the Amount of \$1,177.63
- h. Approval of Contract with California Youth Services (CYS) to a Provide Juvenile Alcohol and Drug Education (JADE) in an Amount Not-to-Exceed \$5,000
- i. Approval of Agreement with Sonday System by Winsor Learning to Provide Training and Materials for Summer School in an Amount Not-to-Exceed \$14,935

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

Member Normandin moved approval of Consent Calendar items a.i. Member Wolff seconded.

Public Comment: None

Discussion: None

Motion carried 4-0-1. Members Vickers, Normandin, Wolff, and Perry voted yes. Member Kelly abstained.

Member Normandin moved approval of Consent Calendar items a.ii. Member Wolff seconded.

Public Comment: None

Discussion: Correction to the last page; remove Member Kelly from voting to adjourn as he was absent.

Motion carried 4-0-1. Members Vickers, Normandin, Wolff, and Perry voted yes. Member Kelly abstained.

## **INFORMATION ITEMS**

### **Clarification and Review of the Policy and Practices for Weighting Grades at LBHS**

President Vickers introduced the item noting a member of the community had requested this item be placed on the agenda.

The following people addressed the Board and were in support of reinstating grade point weighting:

Cole Hunt	Terri Meisberger	Laura Sexto
Scott Woodard	Amy Kramer	Emilie Judd
John Morreale	Kian Bahramian	Mark Meisberger
After Mr. Meisberger spoke, the board reached consensus to extend the time for discussion to allow all interested a chance to speak		
Sheri Morgan	Monica Golden	Vickie Cambruzzi
David Flores	Amy Hundhausen	Ann Morreale
Brian Judd		

Paul Kanarek addressed the Board. He did not support reinstating grade point weighting.

#### **Board Discussion:**

The Board reached consensus that a general presentation on the whole topic would be beneficial, including how scholarships may be affected. The topic will be brought back on May 28, 2019.

Discussion was held regarding posting public records on the website in relation to this topic. Dr. Vilorio will request a legal opinion.

### **Third Quarter Report of Uniform Complaints for the Williams Case Settlement**

The Board received the third quarter report from Mrs. Winston. There has been one complaint filed and it is being investigated.

### **Monthly Financial Update – February 2019**

The Board received the monthly financial update for February 2019 from Mr. Dixon.

## **ACTION ITEMS**

### **Approval of the Student Board Member Selection Process**

President Vickers introduced the item. Student Board Representative Kaitlin Gunsolley and Piper Warner presented to the Board.

Working with Dr. Vilorio, Mrs. Webber, Dr. Allemann, and the ASB class, we have developed and adjusted the process in which student board member representatives will be chosen. The process is brought to the Board tonight for review and approval.

The new selection procedure includes more student involvement in the decision-making process, without making the student selection a popularity contest. In order to maintain a fair and inclusive process, we will be including the current student board representatives (us), members of the ASB cabinet, as well as teachers and administrators on the interview panel. We presented this process to the ASB class for their review and suggestions to ensure that our student board member representatives will be a fair representation of the entire student body and received their full support and approval.

With our experience in this position, we know the time commitment necessary to fulfill this position. We believe that if there are two viable candidates they should both carry positions to help share the responsibility. This role is not for everyone; however, we are confident the enhanced process will increase the likelihood of finding interested and eligible representatives to serve on the board.

We are so grateful to have been included in the decision-making process and are both looking forward to our involvement with the interview process and ensuring students who are truly interested in civic engagement are selected.

Public Comment: None

Board Member Questions: None

Member Kelly moved approval of the Student Board Member Selection Process. Member Normandin seconded.

Discussion: Member Perry stated a Senate Bill talks about students having a petition to fill the position of student board representative. Dr. Vilorio stated the Senate Bill allows for students to petition if they want to add a position.

Student Board Representative Kaitlin Gunsolley cast a provisional vote in favor.

Motion carried 4-0-1. Members Vickers, Normandin, Wolff, and Kelly voted yes. Member Perry voted no.

**Approval to Change the Date of the Previously Scheduled September 10, 2019 Board of Education Meeting**

Dr. Vilorio opened discussion on the item.

Public Comment: None

Board Member Questions:

Member Wolff moved to change the meeting date to August 27, 2019. Member Normandin seconded.

Discussion: None

Student Board Representative Kaitlin Gunsolley cast a provisional vote in favor.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

**Approval of Contract Services Agreement with The Aspen Group for a One-Day Governance Training Session for the Board of Education in an Amount Not-to-Exceed \$5,000 with an Option to Extend a Second Day of Training for an Additional \$5,000**

Dr. Vilorio introduced the item.

Public Comment: None

Board Member Questions: None

Member Normandin moved approval. Member Wolff seconded.

Discussion: All Board members had the opportunity to speak with The Aspen Group individually. Board members are open to having Cabinet members participate and suggested Dr. Vilorio seek the input of Dr. Quinn.

Student Board Representative Kaitlin Gunsolley cast a provisional vote in favor.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.



**Approval to of Letter in Support of AB 1505 (O'Donnell) Relating to Charter Schools**

Dr. Viloria introduced the item.

Public Comment: None

Board Member Questions: None

Member Normandin moved approval. Member Wolff seconded.

Discussion: The Board is supportive.

Student Board Representative Kaitlin Gunsolley cast a provisional vote in favor.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

**Approval of Teacher on Special Assignment (TOSA) – Special Education**

Leisa Winston introduced the item, which is brought forward for the 2019-2020 school year for a two year assignment as recommended in the FCMAT report. Due to current enrollment and staffing, it is anticipated the position can be filled by existing staff.

Public Comment: None

Board Member Questions: None

Member Normandin moved approval. Member Wolff seconded.

Discussion: Great idea!

Student Board Representative Kaitlin Gunsolley cast a provisional vote in favor.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

**Approval of an Independent Contractor Agreement with Thinking Maps® for *Path to Proficiency for English Language Learners* Teacher Training, in an Amount Not-to-Exceed \$25,775.00**

Dr. Odipo introduced the item which is brought for approval by a recommendation of the professional development advisory committee.

Public Comment: None

Board Member Questions: None

Member Normandin moved approval. Member Wolff seconded.

Discussion: The Board asked how many instructors and instructional assistants would be trained. Approximately 15.

Student Board Representative Kaitlin Gunsolley cast a provisional vote in favor.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

**Approval of Purchase Agreement with Solution Tree for the 2019-20 School Year in an Amount Not-to-Exceed \$6,500.00**

Dr. Odipo introduced the item.

Public Comment: None

Board Member Questions: None

Member Normandin moved approval. Member Wolff seconded.

Discussion: The Board requests that all agreements be tied to LCAP goals.

Student Board Representative Kaitlin Gunsolley cast a provisional vote in favor.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

**Approval of Board Policies – Second Read**

President Vickers introduced the item.

<b>Policy Number</b>	<b>Description</b>	<b>Recommendation</b>
3001	Financial	Approve
3270	Sale and Disposal of Books	Approve
3290	Gifts, Grants, and Bequests	Approve
4151/4251/4351	Employee Compensation	Approve (Replaces 4403 &4404)
4403	Salary Checks and Deductions	Delete
4404	Salary Rules	Delete
4154/4254/4354	Health and Welfare Benefits	Approve (Replaces BP 4208 & 4400)

4208	Health and Welfare Benefits	Delete
4405	Health and Welfare Benefits	Delete
4157/4257/4357	Employee Safety	Approve (Replaces BP 4011, 4012, & 4209)
4011	Employee Safety and Protection	Delete
4012	Injury and Illness Prevention Program	Delete
4209	Employee Safety and Protection	Delete
4216	Probationary/Permanent Status	Approve
5113	Absences and Excuses	Approve (Replaces BP 5008)
5008	Absences for Religious Purposes	Delete
5127	Graduation Ceremonies and Activities	Approve
5141.52	Suicide Prevention	Approve
6145.2	Athletic Competition	Approve
6145.6	International Exchange	Approve (Replaces BP 5043)
5043	Foreign Exchange Students	Delete
6146.4	Differential Graduation and Competency Standards	Approve

Member Normandin moved approval for all Board Policies listed to be approved as listed.  
Member Wolff seconded.

Discussion: None

Student Board Representative Kaitlin Gunsolley cast a provisional vote in favor.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

### **Approval of Board Bylaws – Second Read**

President Vickers introduced the item and suggested each bylaw be acted upon separately.

<b>Bylaw Number</b>	<b>Description</b>	<b>Notes</b>
9310	Board Policies	Approve
9322	Agenda/Meeting Materials	Approve

Member Normandin moved approval for Board Bylaw 9310. Member Wolff seconded.

Discussion: None

Student Board Representative Kaitlin Gunsolley cast a provisional vote in favor.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

Member Kelly moved to revisit Board Bylaw 9322, Agenda/Meeting Materials, at the next Board Policy workshop. Member Perry seconded.

Discussion: None

Student Board Representative Kaitlin Gunsolley cast a provisional vote in favor.

Motion carried 4-1. Members Vickers, Wolff, Perry, and Kelly voted yes. Member Normandin voted no.

### **Board Bylaw – First Read 9323.3 Censure of Individual Board Members For Improper Conduct**

Member Kelly moved approval for all Board Policies listed to be approved as listed. Member Wolff seconded.

Discussion: Member Wolff has no interest in adopting a censure bylaw and would prefer to focus on governance and protocols. Further discussion ensued.

Member Kelly called for the question. Member Wolff seconded. Motion carried 3-2, members Wolff, Perry, and Kelly voted yes. Members Vickers and Normandin voted no.

Student Board Representative Kaitlin Gunsolley cast a provisional vote in favor.

The Board voted on the original motion.

Motion failed 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted no.

**Approval of Agreement for Web Services with Active Internet Technologies (AIT), dba Finalsight, for Website Development and Upgrade at a Cost Not-to-Exceed \$15,000**

Mr. Morrison introduced the item.

Member Kelly moved approval. Member Wolff seconded.

Discussion: None

Student Board Representative Kaitlin Gunsolley cast a provisional vote in favor.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

**Approval of Agreement with Active Internet Technologies (AIT), dba Finalsight for District Website Hosting and Accessibility Tool at a Cost Not-to-Exceed \$25,800**

Mr. Morrison introduced the item.

Member Wolff moved approval. Member Normandin seconded.

Discussion: None

Student Board Representative Kaitlin Gunsolley cast a provisional vote in favor.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

**Approval of Award Contract to Best Contracting Services, Inc. for the 2019 Roofing Replacements at Various Sites Project in an Amount Not-to-Exceed of \$478,720**

Mr. Dixon introduced the item.

Member Normandin moved approval. Member Wolff seconded.

Discussion: None

Student Board Representative Kaitlin Gunsolley cast a provisional vote in favor.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

### **Board Member Requests for Items for Future Meetings, Requests for Information, or General Comments**

Member Kelly would like a presentation on the LBHS WASC accreditation and celebration.

Member Perry no comments or requests.

Member Wolff offered congratulations to El Morro and TOW PTAs for their successful jog-a-thons. She thanked Dr. Allemann and staff for their work on the new high school bell schedule. She stated she hopes that public records requests can be put online to help support transparency.

Member Normandin echoed Member Wolff's statements. She also thanked staff for using Thought Exchange to gather data. She visited El Morro Elementary.

Member Vickers reminded all Board members the importance of using their district email accounts for district and board business. She was encouraged by the LBHS PTA presentation by Sheriff Gunsolley on vaping, etc. She thanked staff for their work on the increased number of public records requests.

### **Adjournment**

Member Normandin moved to adjourn. Member Wolff seconded.

The next regular Board meeting is scheduled for May 14, 2019. There is a special Board meeting Monday, May 13 at 8:00 a.m. for a superintendent's evaluation session.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes. The meeting adjourned at 8:39 p.m.



Carol Normandin  
Clerk of the Board  
May 14, 2019