

Laguna Beach Unified School District

Board of Education Minutes of Regular Meeting May 8, 2018

Call to Order

President Vickers called the Regular Meeting of the Board of Education 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
 Ketta Brown
 Carol Normandin
 Peggy Wolff

Members Absent: Dee Perry

Public Comment on Closed Session Items

There were no public comments.

Adjourn to Closed Session

Member Brown moved to adjourn to Closed Session. Member Normandin seconded. Motion carried 4-0-1. Members Vickers, Brown, Normandin, and Wolff, voted yes to adjourn to Closed Session. Member Perry was absent. The meeting adjourned to Closed Session at 5:01 p.m. to discuss the following:

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Government Code §54957

B. NEGOTIATIONS

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

Motion carried 4-0-1. Members Vickers, Brown, Normandin, and Wolff voted yes to adjourn from Closed Session. Member Perry was absent. The Board adjourned from Closed Session at 5:48 p.m.

Present at Board Meeting

Members Present: Jan Vickers
Ketta Brown
Carol Normandin
Peggy Wolff

Members Absent: Dee Perry

Employee Group
Representatives: Sara Hopper, Vice President, LaBUFA
Margaret Warder, President, CSEA

Staff: Leisa Winston, Assistant Superintendent, Human Resources/Public
Communications
Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services
Jeff Dixon, Assistant Superintendent, Business Services
Victoria Webber, Executive Assistant
Irene White, Director, Special Education
Michael Keller, Ed.D., Director, Social Emotional Support
Mike Morrison, Chief Technology Officer
Ryan Zajda, Director, Facilities
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 reported in closed session, by a vote of 4-0-1, with members Vickers, Brown, Normandin, and Wolff voting yes, and member Perry absent, the Board took action to reassign permanent certificated administrator, Identification No. 7600002131, to a non-administrative certificated position within the scope of her credentials pursuant to Education Code section 44951, effective at the end of the 2017-2018 school year, and directed the Superintendent or designee to send out the appropriate legal notices.

Adoption of Agenda

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

Motion carried 4-0-1. Members Vickers, Brown, Normandin, and Wolff voted yes to adopt the agenda as presented. Member Perry was absent.

Public Comment (Non- Agenda Items)

There were no speakers.

Recognitions

The Board recognized the 2017-2018 Employees of the Year. Laura Silver, 8th-grade language arts teacher at Thurston Middle School, was selected as the district's Teacher of the Year. Kristine Landrum, special education instructional assistant at Top of the World Elementary, was selected as Classified Employee of the Year for the district. The Board also recognized Classified Employee of the Year winners in specific categories including Brian Armstrong, child nutrition; Sanny Mandala, maintenance and operations; Jennifer de Encio, office and technical support; and Tim Crilly, support services and security.

The Board recognized the following employees for their years of dedicated services to the students and staff of LBUSD.

5 Years of Service

Eric Moore, Campus Supervisor, Thurston

Victoria Webber, Executive Assistant to the Board and Superintendent

10 Years of Service

Eva Boni, Instructional Assistant, Special Education, El Morro

Deborah Arellanes, Attendance Specialist, LBHS

15 Years of Service

Marta Cid, Instructional Assistant, Bilingual Support, Thurston

Barbara Garcia, Instructional Assistant, Bilingual Support, LBHS

Chantale McConnell, Instructional Assistant, Classroom, TOW

20 Years of Service

Dawn Lincoln, Nutrition Services Lead, LBHS

25 Years of Service

Debra Appel, Nutrition Services Supervisor

Reports

Student Representative – Piper Warner

Piper provided an update on the following topics:

- AP testing
- Students participated in Mental Health Awareness activities at the high school
- Teacher appreciation week
- School Senate
- CAASPP testing
- Spirit Week and Prom
- Spring play – Anne Frank opens May 25
- Spring athletics update

LaBUFA Representative – Sara Hopper, Vice President, LaBUFA

- All sites prepared for CAASPP testing
- LABUFA Board elections and site representative positions open at El Morro and TOW
- Negotiations continue, the next negotiations date is set for May 17
- Ecology Club at TMS is making Mother's Day gifts using upcycled items
- Teacher appreciation luncheons happening at all sites
- Thanked the District for providing new lunch bags for staff appreciation
- Liked the Tweet regarding "Thank a Teacher"

CSEA Representative – Margaret Warder, President, CSEA

- CSEA is expanding site representation at each site from one representative to three
- CSEA is holding a site representative training in September
- TOW students brought flowers for all teachers and staff to show their appreciation

Organizations

- N/A

Board Members

Board members reported as follows:

Member Wolff

- Attended SchoolPower meeting: Discussed teacher grants and introduced new Executive Director, Sarah Durand
- Attended Julie Lythcott-Haims presentation – Excellent!

Member Normandin

- Attended Julie Lythcott-Haims presentation – Excellent!

Member Brown

- Attended SchoolPower and SchoolPower Endowment meetings

Clerk Perry

- Absent

President Vickers

- Attended PTA Council Meeting
- Shared PTA Advocacy efforts

Superintendent Viloria

- Thanked all employees in recognition of staff appreciation
- Shared the calendar planning information is live on the website, including the presentation, FAQ's and the calendar configuration
 - The survey to parents, staff, and students in grades 8-12 will be sent out in the next week or two
 - An information item will be presented at a meeting in June
- Visited many classrooms and received positive feedback on the Wonders curriculum from kindergarten teachers

Cabinet

Leisa Winston, Assistant Superintendent, Human Resources and Public Communications

- Thanked the employee associations and administrative staff for their work and dedication to the Interest Based Bargaining (IBB) process
- Celebrating teacher appreciation week the week of May 14, 2018
- Celebrating classified staff the week of May 21, 2018

Jeff Dixon, Assistant Superintendent, Business Services

- Facilities is working on many bids for summer projects
- Landscaping bid included organic options and pricing has come back within the district budget

Alysia Odipo, Assistant Superintendent, Instructional Services

- Attended ACSA dinner and accepted Administrator of the Year award on Irene White's behalf
- Congratulated Mike Morrison on the success of the BOLD conference held in LBUSD
- Thanked Yadhira Rojas and Ivonne Redard for their work with English learners and parents
- Thanked the instructional services staff and public communications for their work on the Julie Lythcott-Haims presentation and supporting events

CONSENT CALENDAR

Member Brown moved approval of Consent Calendar items a - r. Member Normandin seconded.

Public Comment: None

Discussion: None

- a. Approval of Minutes
 - i. April 12, 2018 Special Meeting
 - ii. April 17, 2018 Regular Meeting
- b. Approval/Ratification of Personnel Report
- c. Approval/Ratification of Conference/Workshop Attendance
- d. Approval of Interdistrict Attendance Agreements – Resident Students to Other Districts
- e. Approval of Interdistrict Attendance Agreements – Resident Students From Other Districts
- f. Denial of Interdistrict Attendance Agreements – Resident Students From Other Districts
- g. Approval of Acceptance of Gifts/Checks Totaling \$7,300.00
- h. Approval of Agreements for Contracted Services – Special Education
- i. Approval of Agreements and Contracts – Technology Services
- j. Approval/Ratification of Warrants #393631 through #393896 in the amount of \$1,090,182.26 Dates: 4/10/2018 through 4/27/2018
- k. Approval to Increase Contract with Nicole Miller & Associates, Inc., to Conduct Risk Management Investigations with a Not-to-Exceed Amount of \$40,000
- l. Approval of School Psychology Supervised Paid Internship Fieldwork Agreement Between Chapman University and Laguna Beach Unified School District from August 1, 2018 through September 1, 2023
- m. Approval of Student Social Worker Fieldwork Agreement with California State University, Fullerton from July 1, 2018 through June 30, 2023
- n. Approval of Memorandum of Understanding with Western Youth Services to Provide Mental Health Informational Workshops to Laguna Beach Unified School District Schools
- o. Approval of Contract with California Youth Services (CYS) to Provide Juvenile Alcohol and Drug Education
- p. Approval of Contract with Anti-Defamation League for A World of Difference® Professional Development Institute for Laguna Beach Unified School District Staff at a Cost Not-to-Exceed \$4,000

- q. Approval of Annual Increase to Bus Pass Rates for Home to School Transportation Program
- r. Approval of Quarterly Report – Board Policy 3002 – Investments

Discussion: Member Brown asked if the California Youth Services education program was for elementary students only. Staff responded yes. President Vickers clarified the increase in bus pass prices related to a larger encroachment on the district budget and safer busses that include seat belts and cameras.

Motion carried 4-0-1. Members Vickers, Brown, Normandin, and Wolff voted yes. Member Perry was absent.

INFORMATION ITEMS

Monthly Financial Update

Mr. Dixon stated the budget is as expected based on the second interim projections. This report included the latest update for the Other Post-Employment Benefits (OPEB) trust. The fund is down \$42,000 for the month of April, but overall the fund has grown.

Member Brown asked a clarifying questions regarding receipt of property tax dollars.

ACTION ITEMS

Approval to Award a Three-Year Contract to Hanover Research for the 2018-2019, 2019-2020, and 2020-21 School Years

Dr. Vilorio stated this three-year contract is renewable annually and includes a 60-day opt out clause. This contract will allow the district to conduct surveys regarding the school calendar and bell schedules. Dr. Vilorio will talk with site administrators to provide access for additional research areas..

Public Comment: None

Board Members believe that having access to this service is helpful in preparation and discussion of items and disaggregation of data.

Member Brown moved to approve the three-year contract with Hanover Research. Member Normandin seconded.

Board members asked if Dr. Vilorio and staff work in collaboration with Hanover when creating surveys. Dr. Vilorio answered yes, and this service allows the district to conduct best practices research.

Motion carried 4-0-1. Members Vickers, Brown, Normandin, and Wolff voted yes. Member Perry was absent.

Approval of Board Policies – First Reading

Dr. Vilorio stated under AB 699, all local educational agencies shall adopt applicable policies no later than July 1, 2018. The Board may waive a second reading or require an additional reading if necessary. Board policies are brought before the Board, as described in Board Bylaw 9310.

| | Policy/Bylaw | Title | Comment |
|----|---|---|----------------|
| 1. | 5022 | Student and Family Privacy Rights | New Policy |
| | 5022 Replaced by 5145.2 11/14/17 | Student Exercise of Free Expression and Official School Publication Code | Delete |
| 2. | 5145.6 | Parent Notifications | New Policy |

Public Comment: None

Member Brown moved approval of the first reading of Board Policy 5022, Student and Family Privacy Rights, and 5145.6, Parent Notifications and the deletion of BP 5022 Student Exercise of Free Expression and Official School Publication Code. Member Wolff seconded.

Discussion: None

Motion carried 4-0-1. Members Vickers, Brown, Normandin, and Wolff voted yes. Member Perry was absent.

Approval of Resolution No. 18-02 and Order of Biennial Trustee Election and Specifications of the Election Order

Dr. Vilorio stated this resolution is required by the Orange County Department of Education and the Orange County Registrars Office

Public Comment: None

Member Brown moved approval of Resolution 18-02 and Order of Biennial Trustee Election and Specifications of the Election Order. Member Wolff seconded.

Board Member Discussion: None

President Vickers called for a Roll Call Vote

Motion carried 4-0-1. Members Vickers, Brown, Normandin, and Wolff voted yes. Member Perry was absent.

Approval of Independent Contractor Agreement with Jennifer McCluan in an Amount Not-to-Exceed \$14,800 for the 2018-2019 school year.

Dr. Odipo stated approval of the contract would allow continued support for all school sites.

Public Comment: None

Member Brown moved to approve the agreement with Jennifer McCluan in an amount not to exceed \$14,800.00 for the 2018-2019 school year. Member Normandin seconded.

Board Member Discussion: Board members were pleased that Ms. McCluan works well to accommodate the district needs.

Motion carried 4-0-1. Members Vickers, Brown, Normandin, and Wolff voted yes. Member Perry was absent.

Approval of Independent Contractor Agreement with Thinking Maps® for Path to Proficiency for English Language Learners Teacher Training in an Amount Not-to-Exceed \$23,000.00

Dr. Odipo stated the district has held this training the last two year. The training is being moved to the summer to allow for more attendees and will support the District in building visual instructional strategies based on neuroscience.

Public Comment: None

Member Brown moved to approve the agreement for contracted services with Thinking Maps to for Path to Proficiency for English Language Learners Teacher Training in an amount not-to-exceed of \$23,000. Member Normandin seconded.

Motion carried 4-0-1. Members Vickers, Brown, Normandin, and Wolff voted yes. Member Perry was absent.

Approval of Contract with Sonday System by Winsor Learning to Provide Training and Instructional Material Pilot for Summer School in an Amount Not-to-Exceed \$7,354.70

Dr. Odipo stated this is brought forward for consideration on behalf of the Dyslexia Committee.

Public Comment: None

Member Brown moved to approve the contract with Sonday System by Winsor Learning to provide training and an instructional material pilot for summer school in an amount not-to-exceed \$7,354.70. Member Wolff seconded.

Motion carried 4-0-1. Members Vickers, Brown, Normandin, and Wolff voted yes. Member Perry was absent.

Approval of Agreement for Contracted Services with All City Management Services, Inc., to Provide a Crossing Guard at Thurston Middle School for the 2018-2019 School Year, in an Amount Not-to-Exceed \$14,000.00

Mr. Dixon stated this request is to use the same firm that has been used for the past several years. 50% of the costs will be reimbursed to LBUSD by the City of Laguna Beach.

Public Comment: None

Member Brown moved to approve the agreement for contracted services with All City Management Services, Inc., to provide a crossing guard at Thurston Middle School for the 2018-2019 school year, in an amount not-to-exceed \$14,000.00. Member Normandin seconded.

Board members believe this to be a good use of funds and find the relationship with the police department very helpful.

Motion carried 4-0-1. Members Vickers, Brown, Normandin, and Wolff voted yes. Member Perry was absent.

Approval to Award Contract for Purchase, Warranty and Installation of Information Technology Goods and Services from Digital Networks Group, Inc., Based on Contract Number 3-14-58-0215F, Supplement No. 1 of the State of California Multiple Award Schedule

Mr. Dixon stated the district is preparing for summer projects and approval of this contract will allow scheduling to move forward.

Public Comment: None

Member Brown moved to approve awarding the contract for purchase, warranty, and installation of information technology goods and services from Digital Networks Group, Inc., based on contract number 3-14-58-0215F, Supplement No. 1 of the State of California Multiple Award Schedule. Member Normandin seconded.

Motion carried 4-0-1. Members Vickers, Brown, Normandin, and Wolff voted yes. Member Perry was absent.

Approval to Award Contract for Purchase, Warranty and Installation of Information Technology Goods and Services from Extron Electronics Based on Contract Number 3-16-70-2382B, Supplement No. 2 of the State of California Multiple Award Schedule

Mr. Dixon stated the district is preparing for summer projects and approval of this contract will allow scheduling to move forward.

Public Comment: None

Member Brown moved to approve awarding the contract for purchase, warranty, and installation of information technology goods and services from Extron Electronics based on contract number 3-16-70-2382B Supplement No. 2 of the State of California Multiple Award Schedule. Member Wolff seconded.

Motion carried 4-0-1. Members Vickers, Brown, Normandin, and Wolff voted yes. Member Perry was absent.

Board Member Requests for Items for Next Meeting, Requests for Information, or General Comments

Member Wolff attended the Julie Lythcott-Haims presentation and found it dynamic, interesting, and educational. Kudos to the instructional services team.

Member Normandin seconded Mrs. Wolff's comments regarding the presentation.

Member Normandin asked staff to look into the best way to make the crosswalk at Thurston Middle School more visible to oncoming cars. The Board reached consensus and would like staff to work with the City to come up with viable options to increase visibility of the crosswalk for the safety of people within the crosswalk.

Member Normandin thanked the negotiation teams for all their work and thanked Mrs. Winston for providing a summary of communications to the Board.

Member Brown thanked Dr. Vilorio and Mrs. Winston for the employee recognitions. She attended the Green Ribbon Schools event, commenting well-done and echoed positive sentiments regarding the Julie Lythcott-Haims presentation. Member Brown also attended Peer Court at Thurston Middle School, which she believes is very interesting and valuable for students. She also thanked the association presidents for their submissions to the weekly update to the Board.

President Vickers also thanked the association presidents for their contributions to the weekly update. She stated the Green Ribbon Schools and Julie Lythcott-Haims presentation were both well done and appreciated the marketing done for both events. She attended the spelling bee finals at TOW. She complemented the high school student newspaper for showing growth and responsible writing.

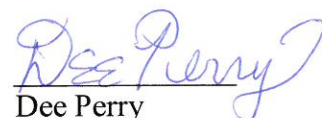
President Vickers presented information to the Board on a request from CSBA to adopt a resolution on Full and Fair Funding. The Board reached consensus to place a resolution on the May 22 Board agenda.

Adjournment

Member Brown moved to adjourn. Member Normandin seconded.

President Vickers announced the next regular meeting is May 22, 2018 at 6:00 p.m.

Motion carried 4-0-1. Members Vickers, Brown, Normandin, and Wolff voted yes to adjourn the meeting. Member Perry was absent. The meeting adjourned at 7:10 p.m.



Dee Perry
Clerk of the Board
May 22, 2018