

Laguna Beach Unified School District

Board of Education Minutes of Regular Meeting June 26, 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
 Dee Perry
 Ketta Brown
 Carol Normandin
 Peggy Wolff

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 5-0. Members Vickers, Perry, Brown, Normandin, and Wolff voted yes to adjourn to Closed Session. The meeting adjourned to Closed Session at 5:00 p.m. to discuss the following:

A. PUBLIC EMPLOYEE APPOINTMENT

Government Code §54957

Title: Director, Assessment and Accountability

B. NEGOTIATIONS

Government Code §54957

Contracts

- Superintendent
- Assistant Superintendent, Business Services
- Assistant Superintendent, Human Resources/Public Communications
- Assistant Superintendent, Instructional Services

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

Motion carried 5-0. Members Vickers, Perry, Brown, Normandin, and Wolff voted yes The Board adjourned from Closed Session at 5:35p.m.

Present at Board Meeting

Members Present: Jan Vickers
Dee Perry
Ketta Brown
Carol Normandin
Peggy Wolff

Employee Group
Representatives: Sara Hopper, 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
Ryan Zajda, Director, Facilities

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 5-0, with all members voting yes, the Board took action to appoint Chad Mabery as the Director of Assessment and Accountability effective July 1, 2018.

Adoption of Agenda

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

Staff reported a correction to item 12.m., the amount listed in the summary did not align with the contract. The contract is correct. Additionally, staff reported a correction to item 17, Instructional Minutes. The minutes listed on the TOW were not correct and are revised to reflect the correct number of instructional minutes.

Motion carried 5-0. Members Vickers, Perry, Brown, Normandin, and Wolff voted yes to adopt the agenda as revised.

Public Comment (Non- Agenda Items)

Ms. Natalie Newburry addressed the Board in support of the proposed calendar change for 2019-2020. She commented that she supported the committee members, all of whom support the change, which included the three principals that served on the committee. She stated the proposed calendar better supports the mental health of students and would help to reduce stress. She commented she understands the views and opinions of those who do not have high school students as she felt the same, but now understands the needs of the students.

Ms. Kirsten Warner addressed the Board in support of the proposed calendar change. She spoke on behalf of eleven families representing 27 children. She cited facts reported from the survey results; 1) 966 students participated in the survey, with 54% of those responding in favor of the change; and, 2) 60% of those who responded cited ending the semester break before the winter holiday was the most important in their decision making. She commented student voice is important.

Recognitions

The LBUSD Board of Education recognized the outstanding community and business partners whose dedication and support allow the LBUSD to expand and enhance educational opportunities for students.

- a. Outstanding Business Partner – *Cary Redfearn, Owner/Chef, Lumberyard Restaurant*
- b. Festival of the Arts Foundation – *Scott Moore, President*
- c. PTA Council President – *Sheila Parker, President*
- d. SchoolPower Endowment – *Chris Clark, President*
- e. SchoolPower – *Kristin Winter, President*
- f. SchoolPower - *Robin Rounaghi, Executive Director*

Reports

LaBUFA Representative – Sara Hopper, President, LaBUFA

- Honored to serve as the new LaBUFA President and looking forward to collaboration with district administration

CSEA Representative – Margaret Warder, President, CSEA

- Fortunate for another successful close to the school year
- Commented on the generosity of Mr. Redfearn and the Lumberyard
- Very appreciative of safety training opportunities
- Summer school in full swing

Organizations

- N/A

Board Members

Board members reported as follows:

Member Wolff

- Thanked Member Brown for attending the SchoolPower meeting as the alternate

Member Normandin

- No report

Member Brown

- Attended SchoolPower meeting
- Attended College and Career Advantage (CCA) meeting
 - New fall catalog of classes is released
 - Two new classes will be held on the LBHS campus after the last class of the day

Clerk Perry

- No report

President Vickers

- Attended College and Career Advantage (CCA) meeting

Superintendent Viloria

- Attended SELPA Council meeting
- Attended FCMAT Board meeting as alternate representative
 - Discussed budget updates, no specific details on CTE/CCA yet
 - State ESSA plan not approved by the US Department of Education

Cabinet

Leisa Winston, Assistant Superintendent, Human Resources and Public Communications

- Thanked the Board for their support of the employee appreciation BBQ
- Welcomed Sara Hopper to her new role as LaBUFA President

Jeff Dixon, Assistant Superintendent, Business Services

- No report

Alysia Odipo, Assistant Superintendent, Instructional Services

- Welcomed Sara Hopper
- Commented on summer school in process
- Staff attended NGSS training

CONSENT CALENDAR

Member Brown moved approval of Consent Calendar items Member Normandin seconded.

Public Comment: None

Discussion:

- a. Approval of Minutes – June 12, 2018
- b. Approval/Ratification of Personnel Report
- c. Approval/Ratification of Conference/Workshop Attendance
- d. Approval of Interdistrict Attendance Agreement Student(s) From Other Districts
- e. Approval of Gifts – Checks Totaling \$450.00
- f. Approval of Agreements for Contracted Services – Special Education
- g. Approval of Agreements for Contracted Services – Technology
- h. Approval/Ratification of Warrants #394300 through #394299 in the amount of \$415,896.01 Dates: 6/04/2018 through 6/12/2018
- i. Ratification of Certificated Payroll 11A in the Amount of \$2,233,490.91
Ratification of Classified Payroll 11B in the Amount of \$832,870.45
Ratification of Classified Payroll 11C in the Amount of \$44,901.90
- j. Approval of Mandated Block Grant Funding for 2018-2019
- k. Approval for Continuance of Current Meal Prices for the Nutrition Services Program for 2018-2019
- l. Approval of the Memorandum of Understanding (MOU) Between the Orange County Superintendent of Schools and the Laguna Beach Unified School District for the Provision of Special Education Students
- m. Approval of Amendment #1 to the Agreement with Orange County Department of Education for the Provision of Tobacco Prevention Services, Tobacco-Use Prevention Education (TUPE)
- n. Approval of Agreement for Consultant Services with Pacific Audiologics for Student Hearing and Vision Screening at Laguna Beach Schools

Discussion: Member Perry asked if lunch prices remain consistent with other districts. Staff responded LBUSD prices are lower. She requested a report out from the attendees of the safety conference in October and an update on viewership for online streaming of Board meetings.

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

INFORMATION ITEMS

None.

ACTION ITEMS

Approval of the Local Control and Accountability Plan (LCAP) and Annual Update

A public hearing was held June 12, 2018 and no questions or comments have been received from the public after that meeting.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

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

Approval of the Federal Addendum to the Local Control and Accountability Plan (LCAP)

Dr. Odipo stated the Federal Addendum replaces the Local Education Agency (LEA) Plan.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

Discussion: Board members asked if the delay in approval of the ESSA relate to this. The District cannot expend federal funds until the ESSA is approved. LBUSD receives \$270,000 in federal funding, which is not significant and can be absorbed through general funds until received.

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

Approval of 2018-2019 All Funds Budget

Mr. Dixon stated a public hearing was held on June 12, 2018 and there are no changes in the budget since being presented. He acknowledged Raymond Lee and Thuy Bui for their work in preparing the budget documents.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

Board members were appreciative and reassured in the information provided.

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

Approval of Instructional Minutes for Laguna Beach Unified School District

Dr. Odipo stated all sites meet the minimum requirements for instructional minutes.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

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

Approval of 2018-2019 Proposal for Non-Represented Classified and Certificated Employees in Accordance with AB 1200 (Chapter 1213/1991) and CCR, Title V, Section 15449

Mrs. Winston stated agreements with both employee bargaining units were approved on June 12, 2018 and this proposal includes the same salary increase.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

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

Approval to Create Position of Attendance Specialist at Laguna Beach High School for 5.75 Hours Per Day, 10.5 Months Per Year

Mrs. Winston stated this position supports addressing attendance and chronic absenteeism issues. The request to add a position was initiated by high school administration to improve systems and identify issues early. A substitute was placed in the position and the position was evaluated for six months prior to final determination being made to add a permanent position.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

Discussion: Board Member Perry questioned the need for the position. Discussion was held regarding the differences in high school attendance and elementary attendance, specifically identifying the need to count period absences and changes in requirements and coding.

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

Approval to Revise Job Description for Communications Specialist and Increase Work Day from Seven (7) Hours per Day to Eight (8) Hours per Day

Mrs. Winston stated since creating the position, a review has been done. The position will now include the responsibility of updating and maintaining the website.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

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

Approval to Revise Job Description: Data Support Specialist

Mrs. Winston stated with the retirement of the current employee, the position was reviewed and staff recommends update to the title and position duties to focus on data.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

Discussion: Member Perry asked for clarification on the responsibilities. Mrs. Winston clarified and stated there would be no change to the salary, hours, or benefits.

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

Approval of Agreement for Contracted Services with West Health Advocate Solutions, Inc., to Provide Employee Online Wellness Services with a Not-to-Exceed Amount of \$23,000

Mrs. Winston stated the employee wellness subcommittee recommended the Blue Shield rebate be used to benefit all employees. Implementation of the services will begin in August immediately following the welcome back breakfast. The three year agreement is for employees only, but covers all employees.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

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

Approval of Agreement for Contracted Services with Nicole Miller & Associates, Inc., to Conduct Investigations into the Legal Residency of Enrolled Students Within the Jurisdiction of Laguna Beach Unified School District as well as Risk Management Investigations for 2018-2019 with a Not-to-Exceed Amount of \$85,000

Mrs. Winston stated services are utilized as needed.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

Discussion: Board members asked how much money was spent on services last year and if the district had worked with support staff previously.

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

Approval of an Annual Contract with Atkinson, Andelson, Loya, Ruud & Romo for Legal Services in an amount Not-to-Exceed \$170,000.00

Mr. Dixon stated the annual contract is for services as needed.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

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

Approval of Agreement with Best Best & Krieger for Legal Counsel Related to Special Education Issues with a Not-to-Exceed Amount of \$30,000 for the 2018-2019 School Year

Dr. Odipo stated the annual contract is for services and support as needed.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

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

Approval of Agreement with Harbottle Law Group for General and Special Education Legal Counsel with a Not-to-Exceed Amount of \$50,000.00

Dr. Odipo presented the request for approval.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

The Board appreciates having a variety of attorneys to choose from to allow the best firm for each situation.

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

Approval of Use of Facilities Fee Schedule for 2018-2019 Fiscal Year

Mr. Dixon stated the fee schedule is reviewed every year. The schedule has been reformatted and fees have been reduced slightly. Mr. Dixon stated capital costs of updates to facilities are included in the fee calculations.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

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

Approval for Disposal of District Surplus Property

Mr. Dixon stated the request is to use the same company the District has used for several years.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

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

Approval of Contract with Chris McNeany for Leadership Workshop and Training August 16-17, 2018 in an Amount Not-to-Exceed \$5,790.00

Dr. Vitoria presented the request to contract with Mr. McNeany for services for the August workshop and throughout the year to provide support with a leadership strand.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

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

Approval of Agreement with Learning Together Strengths Academy for a One-Day Gallup Strengths Workshop on August 23, 2018 in an Amount Not-to-Exceed \$15,995.00

Dr. Vitoria stated Gallup will provide a trainer. The opportunity will allow teachers to become strengths coaches for students.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

Discussion: The Board asked if this training was teacher focused. Dr. Vilorio responded yes.

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

Approval of Amended Employment Contracts for Assistant Superintendent, Business Services; Assistant Superintendent, Human Resources and Public Communications; and, Assistant Superintendent, Instructional Services

Dr. Vilorio presented the request for approval of the three contracts. The revised contracts include a one-year extension and salary schedule that reflects the same increase as the bargaining units.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

President Vickers summarized the recommendation as follows:

Government Code section 54953, subdivision (c)(3), states that prior to taking final action on executive compensation, the Board must orally summarize the recommendation for final action on the salary, compensation, and/or fringe benefits that will be considered for certain executive officers of the District.

The proposed contract for the renewed employment of Assistant Superintendent of Human Resources and Public Communications Leisa Winston, Assistant Superintendent of Business Services Jeff Dixon and Assistant Superintendent of Instructional Services Alysia Odipo were posted with the Board agenda for this meeting, along with the recommended motion that the Board approve the amendments to the employment agreements and renewed appointment of these individuals for a term through June 30, 2021.

On behalf of this Board, I will provide a summary of the compensation and fringe benefit provisions in the proposed contract. After public comment, this Board will consider and take action on the item.

The proposed contract amendment provides the following provisions which may qualify as compensation, salary, or fringe benefits:

The proposed contract is subject to the same annual increases as approved by the Board for the district's other employee groups. This includes a 2% on schedule salary increase and a 1.5% off schedule one-time payment.

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

Approval of Amended Employment Contract for Superintendent

President Vickers presented the amended contract for approval stating the contract extends through June 30, 2021.

Public Comment: None

Member Brown moved approval, member Normandin seconded.

President Vickers summarized the recommendation as follows:

Government Code section 54953, subdivision (c)(3), states that prior to taking final action on executive compensation, the Board must orally summarize the recommendation for final action on the salary, compensation, and/or fringe benefits that will be considered for certain executive officers of the District.

The proposed contract for the renewed employment of Superintendent Jason Vilorio was posted with the Board agenda for this meeting, along with the recommended motion that the Board approve the amendment to the employment agreement and renewed appointment of the Superintendent for a term through June 30, 2021.

On behalf of this Board, I will provide a summary of the compensation and fringe benefit provisions in the proposed contract. After public comment, this Board will consider and take action on the item.

The proposed contract amendment provides the following provisions which may qualify as compensation, salary, or fringe benefits:

The proposed contract is subject to the same annual increases as approved by the Board for the district's other employee groups. This includes a 2% on schedule salary increase and a 1.5% off schedule one-time payment.

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

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

Member Wolff enjoyed the 5th and 8th grade promotions and the high school graduation. She attended and enjoyed the staff appreciation BBQ and thanked staff for their continued work on the instructional calendar.

Member Normandin also enjoyed the promotions and graduation, as well as the BBQ. Thanked Mrs. Winston for always looking at standards and systems and encouraging others to do the same.

Member Brown echoed the sentiments regarding promotions, graduation and the BBQ. She attend the CSEA end of the year employee recognition as well. She thanked the calendar committee for their work and stated due diligence is required for moving forward. She appreciates staff for all of their hard work and thanked Anakaren Ureno for the great community report.

Member Perry welcomed Sara Hopper as LaBUFA President and Margaret as continuing CSEA President. She echoed sentiments shared on promotions and graduation. She thanked Dr. Viloría for providing the Board with information on student interests in community colleges. She attended the high school plays on mental health.

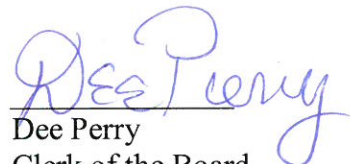
President Vickers commented on the incredible amount of end of the year work and the summer facilities projects. She attended the staff appreciation BBQ and is pleased that the tradition has continues. She was impressed with high school graduates at graduation ceremony.

Adjournment

Member Normandin moved to adjourn. Member Brown seconded.

President Vickers announced the next regular meeting is July 17, 2018 at 5:00 p.m.

Motion carried 5-0. Members Vickers, Perry, Brown, Normandin, and Wolff voted yes to adjourn the meeting. The meeting adjourned at 7:58 p.m.



Dee Perry
Clerk of the Board
July 17, 2018