

Laguna Beach Unified School District

Board of Education Minutes of Regular Meeting September 13, 2016

Call to Order

Open Session of the Regular Meeting of the Board of Education was called to order by Board President Landsiedel at 6:00 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: William Landsiedel
Jan Vickers
Dee Perry
Carol Normandin
Ketta Brown

Employee Group Mindy Hawkins, President, LABUFA
Representatives: Margaret Warder, President, CSEA

Staff: Jason Vilorio, Ed.D., Superintendent
Dean West, Assistant Superintendent of Business Services
Alysia Odipo, Ed.D., Assistant Superintendent, Instruction
Leisa Winston, Assistant Superintendent, Human Resources and
Public Communications
Victoria Webber, Executive Assistant to the Board/Superintendent
Mike Morrison, Chief Technology Officer
Jeff Dixon, Director, Facilities
Shannon Soto, Director, Fiscal
Irene White, Director, Special Education
Chris Herzfeld, Principal, Laguna Beach High School
Jenny Salberg, Principal, Thurston Middle School
Chris Duddy, Principal, El Morro Elementary
Mike Conlon, Principal, Top of the World Elementary
Anahi Velasco, Public Relations and Communications Liaison

Pledge of Allegiance

President Landsiedel led the Board, staff, and members of the audience in the Pledge of Allegiance.

Adoption of Agenda

Member Brown moved to adopt the agenda. Clerk Vickers seconded.

Discussion: None.

President Landsiedel called for the vote.

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

Public Comment (Items not on the Agenda)

Amy Kramer requested Board support of the City Council's Resolution in opposition of Measure KK.

Juliet Chesley requested Board support of the City Council's Resolution in opposition of Measure KK.

Howard Hills encouraged the Board to take a position on Measure KK.

Shari Morgan spoke in opposition to Measure KK.

Recognition

Laguna Beach High School Principal, Chris Herzfeld, introduced the 2016 Boys Baseball team as CIF-SS, Division 4 Champions. Ten players were able to attend the Board recognition.

Reports

Student Representatives – Colette Hammett and Chloe Brian

- Students and staff had a great first week of school and an update was given on the following topics:
 - New engineering course
 - BTSN
 - Link Crew orientation
 - New PA system
 - Fall sports update

LaBUFA Representative – Mindy Hawkins, LaBUFA President

- Attended Google Summit and applauded keynote speakers
- Teachers are excited for Rocket Ready professional development
- Faculty appreciates District administration

CSEA Representative – Margaret Warder, CSEA President

- Attended CSEA conference
- Thanked Dr. Viloria for including CSEA and LaBUFA in District Leadership Workshop
- Reported on:
 - BTSNs
 - CSEA survey
 - Classified professional development (LaunchPad)

PTA – Tammy Skenderian

- Thanked everyone who attended PTA Council meeting and welcome reception for Dr. Vilorio and Dr. Odipo
- Reported on:
 - Reflections entry deadline 10/21
 - TOW and El Morro after school registrations
 - TOW Back to School Bonanza

Board Members

Board members reported as follows:

Member Perry

- Received positive feedback on certificated professional development
- Attended Community Coalition Meeting and reported out
- Commented on opposition of Measure KK

Member Normandin

- Commented on parent and community understanding of Board member roles
- Looking forward to governance workshop
- Visited classrooms with Dr. Vilorio

Member Brown

- Shared concerns from a community member regarding work at school sites on the weekends
- Attended PTA welcome reception and thanked PTA
- Received positive feedback on staff/professional development
- Commented on opposition of Measure KK

Clerk Vickers

- Attended the following events:
 - New employee orientation
 - Leadership workshop
 - Superintendent's evaluation/goal setting meeting
 - Welcome Back Breakfast
 - PTA Council Meeting
 - Welcome reception for Dr. Vilorio and Dr. Odipo and thanked PTA
 - Olympic celebration for Fischer sisters
- Commented on positive resolution of food truck location for football games
- Thanked Victoria Webber for Board Handbooks

President Landsiedel

- Met with LBUSD auditors
- Commented on enrollment numbers and encouraged staff to keep a watchful eye on enrollments
- Commented on Fischer sisters achievements
- Commented on LBUSD athletes and academic achievements
- Thanked PTA for holding welcome reception
- Commented on the incredible staff in LBUSD

Superintendent Viloria

- Thanked PTA for holding a welcome reception
- Thanked LaBUFA and CSEA for great working relationships
- Thanked principals for their great work
- Commented he works with great people in LBUSD

Cabinet

Dean West, Assistant Superintendent, Business Services

- Thanked Jeff Dixon for his work with the City on the Olympic celebration for the Fischer sisters

Leisa Winston, Assistant Superintendent, Human Resources and Public Communication

- Commented on the successful second annual classified staff development day and thanked the LBPD and guidance team for their contributions to the training
- Thanked all teachers and support staff for their work in opening the schools

Alysia Odipo, Assistant Superintendent, Instructional Services

- Thanked PTA for holding a welcome reception
- Commended the instructional services team for their work in preparing for the certificated professional development days
- Reported she will be meeting with every teacher in the District over the next few months

PUBLIC HEARING

Ensure Availability of Textbooks and Instructional Materials for 2016-2017 and Certification of Provision of Standards-Aligned Instructional Materials Per Education Code Sections 60119 and 60422 (b). Notice of Public Hearing was posted on August 30, 2016. (Resolution #16-13 will be brought for approval under Action Item 12).

President Landsiedel opened the public hearing at 7:04 p.m.

Public Comment: None

Board Discussion: None

President Landsiedel closed the public hearing at 7:05 p.m.

Consent Calendar

Jan Vickers pulled item 9.b., section 13. Dee Perry pulled item 9.e.

Member Brown moved approval of Consent Calendar items a-l, minus 9.b., section 13 and 9.e. Clerk Vickers seconded.

Public Comment: Howard Hills commented on items 9.d. and 9.e.

Discussion: Clerk Vickers made a correction to the August 23 minutes, noting the names of the Fischer sisters should be switched. Clerk Vickers made a correction to the August 29 minutes, noting the vote for adjournment to Closed Session should be 4-1-0, Member Perry had not yet arrived.

President Landsiedel called for the vote.

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve Consent Calendar items a-l, minus 9.b., section 13 and 9.e.

- a. Approval of Minutes
 - i. August 23, 2016 (Regular Meeting)
 - ii. August 29, 2016 (Special Meeting)
- b. Approval/Ratification of Personnel Report (minus section 13)
- c. Approval of Conference/Workshop Attendance
- d. Approval of Interdistrict Attendance Agreements – Resident Students from Other District(s)
- ~~e. Denial of Interdistrict Attendance Agreements—Students from Other Districts~~
- f. Approval of Agreements for Contracted Services – Special Education
- g. Approval of Agreements for Contracted Services – Technology
- h. Approval/Ratification of Warrants #387691 through #387831 in the amount of \$1,832,797.66 Dates: 08/15/2016 through 09/01/2016
- i. Approval of Capistrano Unified School District Personnel Reimbursement Agreement
- j. Approval for Continuation of the Memorandum of Understanding (MOU) with Orange County Department of Education (OCDE) for the Teacher Induction Program for the 2016-2017 School Year in the estimated amount of \$12,500
- k. Approval of Quarterly Report – Board Policy 3002 – Investments
- l. Approval to Extend Award of Contract for Furniture and Accessories to Culver-Newlin Inc., and Concepts School and Office Furnishings based on Hawthorne School District Piggyback Purchasing Bid #13-14-1 Through June 30, 2017

Member Brown moved approval of Consent Calendar item 9.e. Member Normandin seconded.

Discussion: Board members discussed the circumstances regarding the denial of the request for transfer into the District.

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve Consent Calendar 9.e. as listed.

Member Brown moved approval of Consent Calendar item 9.b., section 13 Member Normandin seconded.

Discussion: Board Clerk Vickers stated she would be abstaining from the vote for personal reasons.

Motion carried 4-0-1. Members Landsiedel, Perry, Normandin, and Brown voted yes to approve Consent Calendar 9.b, section 13. Clerk Vickers abstained.

Information Items

Summer School Update

Assistant Superintendent Alysia Odipo introduced presenters Scott Wittkop and Dustin Gowan, who presented information on the 2015-2016 summer school program.

Public Comment: None

Board Discussion: President Landsiedel requested staff look into the possibility of increasing summer school electives offered to help reduce pressure AP students by allowing them to take electives outside of the regular school year.

Opening of the School Year

Superintendent Vilorio and staff presented information on the opening of schools for 2016-17. Information included updates on the Superintendent's Entry Plan, facilities projects, technology, and new staff.

Public Comment: None

Board Discussion: None

Action Items

Approval of Resolution #16-13: Ensure Availability of Textbooks and Instructional Materials for 2016-2017 and Certification of Provision of Standards-Aligned Instructional Materials

Clerk Vickers moved approval of Resolution #16-13: Ensure availability of textbooks and instructional materials for 2016-2017 and certification of provision of standards-aligned instructional materials. Member Brown seconded.

Public Comment: None

Board Discussion: None.

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve Resolution #16-13: Ensure availability of textbooks and instructional materials for 2016-2017 and certification of provision of standards-aligned instructional materials.

Approval of Resolution #16-14: Cooperative Grant Between the Laguna Beach Unified School District and the Department of Rehabilitation to Provide Vocational Rehabilitation Services through a Transition Partnership Project (TPP)

Member Brown moved approval of Resolution #16-14: Cooperative Grant Between the Laguna Beach Unified School District and the Department of Rehabilitation to Provide Vocational Rehabilitation Services through a Transition Partnership Project (TPP). Clerk Vickers seconded.

Public Comment: None

Board Discussion: Board members believe this is a great program.

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve Resolution #16-14: Cooperative Grant Between the Laguna Beach Unified School District and the Department of Rehabilitation to Provide Vocational Rehabilitation Services through a Transition Partnership Project (TPP).

Approval of Hanover Partnership Proposal

Member Brown moved approval of the Hanover Partnership Proposal. Member Normandin seconded.

Public Comment: None

Discussion: Superintendent Vilorio stated that Hanover is a research firm that specializes in education research. Through an approved partnership, staff would have access to 200 analysts and 875 existing reports. The partnership agreement would provide benchmarking and neutral analysis.

Board Discussion: Board members asked clarifying questions regarding study requests.

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve the Hanover Partnership Proposal.

Approval of Revisions to CSEA Salary Schedule

Member Brown moved approval of revisions to CSEA salary schedule. Member Normandin seconded.

Public Comment: Margaret Warder, CSEA President, commented on her appreciation to the immediate response from District administration to correct the salary schedule.

Board Discussion: None

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve revisions to CSEA salary schedule.

Approval of Independent Contract with Burnham Benefits Insurance Services to Provide Consulting and Brokerage Support for District Employees' Health Benefits for October 1, 2016 through September 30, 2017 with a not-to-exceed amount of \$60,000.

Member Brown moved approval of an Independent Contract with Burnham Benefits Insurance Services to provide consulting and brokerage support for district employees' health benefits for October 1, 2016 through September 30, 2017 with a not-to-exceed amount of \$60,000. Clerk Vickers seconded.

Public Comment: None

Discussion: Leisa Winston stated it is good practice to review vendors and agreements regularly. The insurance committee reviewed, interviewed, and recommended Burnham Benefits Insurance Services.

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve an Independent Contract with Burnham Benefits Insurance Services to provide consulting and brokerage support for district employees' health benefits for October 1, 2016 through September 30, 2017 with a not-to-exceed amount of \$60,000.

Approval of Revised Job Description: Chief Technology Officer

Clerk Vickers moved approval of the revised job description: Chief Technology Officer. Member Brown seconded.

Public Comment: None

Discussion: Leisa Winston stated proposed revisions include a change in reporting structure.

Board Discussion: None

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve the revised job description: Chief Technology Officer.

Authorize the Assistant Superintendent of Business Services to File a Notice of Completion (NOC) for Roofing Replacement at Various Sites at Laguna Beach Unified School District by Best Contracting Services, Inc., for Recording by The County Clerk-Recorder.

Clerk Vickers moved approval to Authorize the Assistant Superintendent of Business Services to File a Notice of Completion (NOC) for roofing replacement at various sites at Laguna Beach Unified School District by Best Contracting Services, Inc., for Recording by The County Clerk-Recorder. Member Brown seconded.

Public Comment: None.

Discussion: None

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve to Authorize the Assistant Superintendent of Business Services to File a Notice of Completion (NOC) for roofing replacement at various sites at Laguna Beach Unified School District by Best Contracting Services, Inc., for Recording by The County Clerk-Recorder.

Member Normandin requested a moment of recognition and reflection for Mr. Shew to honor his passing.

Adjournment

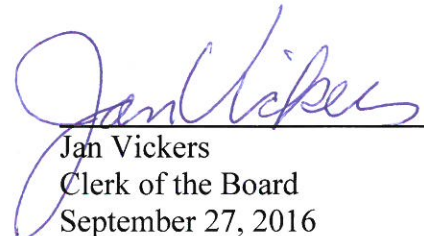
Clerk Vickers moved to adjourn the meeting. Member Brown seconded.

Public Comment: None

The next regular meeting of the Board of Education is Tuesday, September 27, 2016.

President Landsiedel called for the vote.

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to adjourn. The meeting adjourned at 8:17 p.m.


Jan Vickers
Clerk of the Board
September 27, 2016