

## **Laguna Beach Unified School District**

### **Board of Education Minutes of Regular Meeting November 15, 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 550 Blumont St., Laguna Beach, CA 92651

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

Quorum was established.

Members Present: William Landsiedel  
Jan Vickers  
Dee Perry  
Carol Normandin  
Ketta Brown

Employee Group Representatives: Mindy Hawkins, President, LABUFA  
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  
Dawn Brown, Human Resources Technician  
Jeff Dixon, Director, Facilities  
Mike Morrison, Chief Technology Officer  
Shannon Soto, Director, Fiscal  
Irene White, Director, Special Education  
Amy Kernan, Coordinator, Assessment & Accountability  
Nikol King, Assistant 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 adoption of 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.

### **Recognition**

18<sup>th</sup> Annual Plein Air Painting Invitational participants -

Celeste Gilles and Jeff Swell, as well as Mike Conlon, Chris Duddy, Jenny Salberg and Nikol King, recognized students who participated in this year's Plein Air Painting Invitational. Students were presented with their art work, and certificates of participation.

Recognition of Outgoing Trustee –

Board Members, as well as Dr. Vilorio, thanked Mr. Landsiedel for his service to the students and staff of the Laguna Beach Unified School District.

### **Public Comment (Items not on the Agenda)**

Allison Trotter and Angela Harris expressed concern about security and safety for students and staff. They commented on different tiers of screening for volunteers.

Howard Hills congratulated Mrs. Wolfe and Mrs. Vickers on being elected to the LBUSD Board of Education. He thanked Mrs. Vickers for the way she handled her campaign. Mr. Hills suggested that the Board consider holding a meeting in Crystal Cove and a barbeque in Aliso Viejo to build community. He mentioned that he will be providing the Superintendent with his list of things he believes should be looked into.

### **Reports**

**Vavrinek, Trine, Day & Company, LLP – Jeff Carter**

Mr. Carter presented the independent Auditor's Report for the 2015-2016 school year. He noted that there was a small finding in the area of ASB, but no other findings in any other area.

**Student Representative** – Collette Hammett, LBHS provided information on the following topics:

- The Man Who Came to Dinner. Thanked Alexis Karol and Peter Roche
- Reflections at TOW (5:00 – 6:00 pm) – 4 Division Winners
- Boys & Girls Cross Country in Finals
- November 9<sup>th</sup> was National Signing Day – 8 students signed
- Cyber Behavior – November 16<sup>th</sup>
- Waterpolo – CIF Quarter final
- Football – CIF vs Boron 7:00 pm, November 18<sup>th</sup>

**LaBUFA Representative – Mindy Hawkins, LaBUFA President**

- Thanked Mr. Landsiedel for his service
- Expressed gratitude to classified employees, administrators and Irene White for all they do
- Rocket Ready and NGSS – It's great and it's been a good use of funding. Thanked the Board for their support.

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

- Thanked Mr. Landsiedel of his service
- Thanked Dr. Vilorio and Dr. Odipo for attending CSEA's recent meeting
- CSEA Election process and job steward vacancy
- Negotiations Team – Margaret Warder, Elizabeth Phillips, Jackie Parker, Kris Hammerquist, Durinda Klein and Thasa Zuziak
- Site Rep vacancies (2) and training in January
- Invited back to Washington D.C. as a Champion of Change on December 5<sup>th</sup>

**PTA – Tammy Skenderian**

- Thanked Mr. Landsiedel personally and for PTA
- Thanked Jan Vickers, Peggy Wolfe and Howard Hills for stepping up and running for school board
- Thanked the mothers who commented on safety
- Coffee Break @ City Hall – November 16 (6:30-8:00)
- Reflections @ TOW (5:00 -7:00 pm) Thanked Bridget Beaudry-Porter for her support
- TMS Sports Swap. Thanked Roshaunie Sirianni

**Laguna Beach Alumni Association – Howard Hills**

- Cyber Security is an excellent program.
- Thanked Collette Hammett for attending the meeting.

**Board Members**

Board members reported as follows:

**Member Brown**

- Attended:
  - Teacher of the Year Dinner
  - Boo Blast
  - TOW Halloween parade
  - TMS Study Sync – Laura Silver's classroom
  - NGSS Sessions – NGSS Lesson in Torrance with TMS
  - The Man Who Came to Dinner

**Member Normandin**

- Thankful for her children expressing gratefulness

**Member Perry**

- Attended the Community Coalition meeting
- Shared the Suzi Q may be available as art studio for students on Sunday afternoons
- Thanked Mindy Hawkins for bringing students
- Met with women who run the gardens at El Morro, Top of the World and Thurston
- Attended NGSS @ Ocean Institute

**Member Vickers**

- Commented radio broadcasting of football games is an asset and nice service
- Attended:
  - PTA Council meeting
  - Boo Blast
  - PTA meeting at El Morro
  - PTA meeting at Thurston
  - Rocket Ready at El Morro

**President Landsiedel**

- Attended:
  - Teacher of the Year Dinner
  - The Man Who Came to Dinner
- Commented on security issue – there is tremendous training behind the scenes, close relationship with LBPD, cameras on campuses.

**Superintendent Vilorio**

- Thanked Mr. Landsiedel for his focus on students
- Attended:
  - Thurston PTA meeting
  - Governance Board Session
  - SELPA meeting with Saddleback Valley
  - Mock interviews at Laguna Beach High School with Board Member Brown
  - Learning walks with Dr. Odipo
  - Teacher of the Year dinner
  - The Man Who Came to Dinner
  - Rotary meeting – inducted to Rotary at this meeting

**Cabinet**

**Dean West, Assistant Superintendent, Business Services**

- Commented on new LED lighting in schools and all classrooms
- Thanked Mr. Landsiedel for his service

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

- Thanked Mr. Landsiedel for his service
- Substituting for Jim Brusky with Dr. Vilora and Mrs. Winston
- Commended principals for putting systems together to assist students
- Thanked Board for their support of Irvine Math Project at LBHS
- Thanked Board Members Brown and Perry for attending NGSS session
- Thanked Grace Jones for her GATE presentation
- Commented on ELA – looking at ways to intervene for students that are further behind

**Leisa Winston, Assistant Superintendent, Human Resources and Public Communication**

- Commented on statewide substitute shortage
- Shared Evaluation Committee will be meeting twice this school year
- Schneider Electric working with Jennifer Merritt's students. Andy Crisp will be producing a video of their work.

**Mike Conlon, Principal, Top of the World Elementary**

Principal Conlon presented an update on academics and the Growth Mindset at Top of the World Elementary.

**Consent Calendar**

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

Public Comment: None

Discussion: Leisa Winston noted corrections on the Personnel Report as follows: Waterpolo coaches are District-funded, not Booster-funded. Also, the basketball coach's preseason stipend will be prorated, as he was hired after the beginning of preseason.

- a. Approval of Minutes
  - i. October 24, 2016 Regular Meeting
  - ii. November 4, 2016 Special Meeting
- b. Approval/Ratification of Personnel Report
- c. Approval/Ratification of Conference/Workshop Attendance
- d. Approval of Field Trip
- e. Approval of Release of Resident Student(s) to Orange County Department of Education Community Home Education Program
- f. Approval of Acceptance of Gifts and In-kind donations – Checks Totaling \$2,400.00
- g. Approval of Agreements for Contracted Services – Special Education

- h. Approval of Agreements for Contracted Services – Technology
- i. Approval/Ratification of Warrants #38833 through #388513 in the amount of \$1,884,262.85 Dates: 10/16/2016 through 11/04/2016
- j. Approval/Ratification of Certificated Payroll 4A in the Amount of \$2,195,668.59  
Approval/Ratification of Classified Payroll 4B in the Amount of \$717,209.94
- k. Approval of Educational Affiliation Agreement for Student Fieldwork Experience with California State University, Long Beach from November 15, 2016 through November 15, 2019
- l. Approval to Renew Bid Award to Tangram Interiors for Furniture and Equipment
- m. Approval of 2015-2016 District Audit
- n. Approval of Revised Architectural Services Agreement with Ruhnau Ruhnau Clarke Architects for the Portable Classroom Replacements and Music Building Addition at Top of the World Elementary
- o. Establishment of Annual Organizational Meeting

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-o.

### **Information Items**

#### **Report on Developer Fees**

Dean West presented the report on Developer Fees.

#### **College Readiness Block Grant**

Alysia Odipo introduced Amy Kernan who, along with Nikol King, gave a presentation and update on the proposed implementation plan for use of the College Readiness Block Grant.

#### **First Reading of Board Policy 6171 Title I Programs**

Dr. Vilorio presented Board Policy 6171 for a first reading. He commented that in response to the requirement for receiving Federal Funds, the Board must adopt a policy relative to Title I programs.

## **Action Items**

### **Approval of Job Description: School Readiness Nurse**

Leisa Winston introduced the item. Ms. Winston stated this is a new job description and not a new position. She noted that the incumbent is retiring in December and that this position has specific duties that differ from the School Nurse.

Public Comment - None

Board Member Perry inquired as to how many students this nurse works with and if those students are living within the District boundaries.

Member Brown moved approval the job description for School Readiness Nurse. Member 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 approve the job description for School Readiness Nurse.

### **Approval of Independent Contractor Agreement with Jennifer McCluan, in an Amount Not-to-Exceed \$10,500**

Alysia Odipo introduced the item. Dr. Odipo stated that Ms. McCluan spent time with LBUSD teachers regarding NGSS. Teachers also met with two other great teachers as well, but their request was to have Ms. McCluan come back.

Jenny Salberg commented that the tipping point for the middle school teachers was that Ms. McCluan is a “boots on the ground” and not philosophical with NGSS.

Public Comment - None

Member Brown moved approval the independent contractor agreement with Jennifer McCluan. 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 approve the independent contractor agreement with Jennifer McCluan.

**Approval of Resolution No. 16-17: Establish Interfund Transfer of \$500,000 from the Special Reserve Fund for the Aliso Property Reserve to the General Fund for 2016-2017**

Dean West introduced the item.

Public Comment - None

Clerk Vickers moved approval Resolution No. 16-17: Establish Interfund Transfer of \$500,000 from the Special Reserve Fund for the Aliso Property Reserve to the General Fund for 2016-2017. Member Brown seconded.

Discussion: Clerk Vickers commented that she took the opportunity at El Morro to give background on this item.

President Landsiedel called for the vote.

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve Resolution No. 16-17: Establish Interfund Transfer of \$500,000 from the Special Reserve Fund for the Aliso Property Reserve to the General Fund for 2016-2017.

**Approval to Appoint Two Board Representatives and One Alternate Representative to College and Career Advantage Board**

Dr. Viloria introduced the item. Each year, representatives are selected to sit on the College and Career Advantage (formerly South Coast ROP) Board.

Public Comment - None

Member Brown and Clerk Vickers stated that they would like to be on this committee again.

Member Perry voiced an interest in serving as well.

Member Brown moved to appoint Jan Vickers and Ketta Brown as Board Representatives to the College and Career Advantage Board and to appoint Dee Perry as the alternate. Member Normandin seconded.

Discussion: None

President Landsiedel called for the vote.

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



**Adjournment**

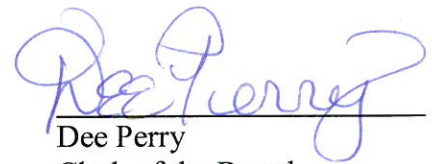
Member Brown moved to adjourn the meeting. Clerk Vickers seconded.

Public Comment: None

The next regular meeting of the Board of Education is Tuesday, December 13, 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 8:06 p.m.



Dee Perry  
Clerk of the Board  
December 13, 2016