

Laguna Beach Unified School District

Board of Education Minutes of Regular Meeting December 17, 2019

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 (arrived at 5:11)
 Peggy Wolff
 Dee Perry
 James Kelly (arrived at 5:07)

Public Comment on Closed Session Items

None.

Adjourn to Closed Session

Member Wolff moved to adjourn to Closed Session. Member Perry seconded. Motion carried 3-0-2. Members Vickers, Wolff, and Perry voted yes to adjourn to Closed Session at 5:00 p.m. Members Normandin and Kelly had not arrived. The following items were discussed:

A. STUDENT DISCIPLINE

Education Code §48918
Student # 2019-20-001

B. CONFERENCE WITH LABOR NEGOTIATORS

Government Code §54957.6
Employee Organization: LaBUFA
District Negotiator: Leisa Winston

Member Kelly joined the meeting at 5:07 p.m. Member Normandin joined the meeting at 5:11 p.m.

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 5:50 p.m.

Present at Board Meeting

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

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

Staff: Jason Vilorio, Ed.D., Superintendent
Jeff Dixon, Assistant Superintendent, Business Services
Leisa Winston, Deputy Superintendent, Human Resources and Instruction
Victoria Webber, Executive Assistant
Anakaren Ureno, Communications Specialist
Mike Morrison, Chief Technology Officer
Ryan Zajda, Director, Facilities
Mike Conlon, Director, Human Resources
Jenny Salberg, Principal, Thurston Middle School

Pledge of Allegiance

President Vickers invited Student Board Representative, Drew Fink, to lead 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 Kelly moved adoption of the agenda. Member Normandin seconded.

Discussion: None

Student Board Representative Fink cast a provisional vote in favor.

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

Recognitions

None.

Public Comment (Non- Agenda Items)

Sheri Morgan addressed the Board regarding the Board Core Values.

Ann Morreale addressed the Board regarding finals week, high school schedule, and district emails.

Reports

Student Board Representative– Drew Fink

Reported on:

- Thurston
 - Resilience and grit right finals
 - Like stability- acclimate to new schedule
- LBHS
 - Finals
 - New Chapter from 2019 to 2020
 - Holiday spirit week
 - ASB Staff holiday luncheon
- California School Boards Association (CSBA) Conference in San Diego
 - Educating Student Board Members all over California
 - Roles and responsibilities of a Board of Education
 - Important for student members to be involved
 - Enlightening experience
 - Both students were very grateful to attend

LaBUFA Representative – Sara Hopper, LaBUFA President

- Stated the teachers association had filed a grievance against the district regarding sub differential pay. She read a statement and asked that the Public Hearing on the Sunshine Agreement be pulled and held at a later date.

CSEA Representative - Margaret Warder, CSEA President

- Thanked administration for the Classified Employee of the Year process
- Attended the CEBA Summit on Healthcare
- Reiterated a statement made several years ago “You’re either part of the solution or you’re part of the problem.”

School Resource Officer – Cornelius Ashton

- Introduced Fred Yeilding, the second SRO officer for LBUSD
- Attended two leadership classes at LBHS - ASB and Ms. Lundblad’s leadership class
- Walked all campuses with officer Yeilding and Ryan Zajda
- Commented on the district’s positive approach in responding to OCIAC recommendations

Board Members

Board members reported as follows:

Member Kelly

- Reported on gas leak at community pool and staff response
- Attended the Joint Fiscal Management Committee (JFMC) meeting
- Attended the holiday open house and commented on the great morale

Member Perry

- Attended the College and Career Advantage (CCA) meeting
 - Will be touring various sites and classrooms
- Attended the California School Boards Association (CSBA) Conference
- Attended the STEAM Conference

Member Wolff

- Attended the SchoolPower district meeting
 - Discussed teacher grants and fund-a-need
- Attended the California School Boards Association (CSBA) Conference

Member Normandin

- Community Coalition meeting was cancelled
- New legislation - must be 21 years old to buy tobacco products
- Attended the holiday open house
- Attended the California School Boards Association (CSBA) Conference

President Vickers

- Attended the College and Career Advantage (CCA) meeting
 - Three instructional coaches were introduced
 - The CCA Board are now the evaluators of the Executive Director

- Attended holiday music programs
- Appreciative of the holiday open house
- Referenced an articles on adulting classes being offered at UC Berkeley
- Shared the statistic that E-cigarettes/Vaping have caused a 30% increase in chronic lung disease. Asked that staff continue to share and expand information.

Cabinet

Superintendent Viloria

- Thanked the Board, staff and students for attending the CSBA conference.

Lesia Winston, Deputy Superintendent, Human Resources and Instruction

- Announced the Employees of the Year
 - Tamara Wong, Teacher, El Morro Elementary - Teacher of the Year
 - Durinda Klein, Administrative Assistant, LBHS, Classified Employee of the Year
- OCDE STEM Newsletter highlighted LBHS Teacher Carrie Denton as the STEM teacher of the month

Jeff Dixon, Assistant Superintendent, Business Services

- No report

Auditors, Eide Baily, LLP - Mr. Royce Townsend

- Explained the audit process
- Summarized the outcome of the audit and directed the Board to page 86 and the unmodified opinion stating the auditors have the highest level of assurance.
- Member Kelly asked that the audit be provided to the Board further in advance of a meeting date in the future for more time to review and process the information

12. PUBLIC HEARING

Presentation of the Laguna Beach Unified Faculty Association and Laguna Beach Unified School District's Joint Proposal for the 2020-2023 Collective Bargaining Agreement and Announcement of a Requisite Public Hearing

Mrs. Winston asked that the public hearing be pulled in light of LaBUFA's request to reschedule.

Member Normandin moved approval to pull the public hearing. Member Wolff seconded.

Student Board Representative Fink cast a provisional vote in favor.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes to pull the public hearing.

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by the Board in one motion as listed below. The Superintendent and the Staff recommend approval and or ratification of all Consent Calendar items. Any item may be removed from the Consent Calendar at the request of a Board member and acted on separately.

No public comment.

President Vickers pulled item 13.a.iii and 13.a.ii to be voted on separately.

Member Kelly moved approval of Consent Calendar items a.i and b - o Member Normandin seconded.

A. Approval of Minutes

- i. November 25, 2019 Special Meeting/Board Policy Workshop
- ii. November 12, 2019 Regular Meeting
- iii. October 10, 2019 Special Meeting

B. Approval/Ratification of Personnel Report

C. Approval of Student Field Trip

D. Approval of Agreements for Contracted Services – Special Education

E. Approval of Agreements for Contracted Services – Technology

F. Approval/Ratification of Warrants #399537 through #399945 in the amount of \$1,893,162.78 Dates: 11/01/2019 through 12/06/2019

G. Approval/Ratification of Certificated Payroll 5A in the Amount of \$2,279,781.31
Approval/Ratification of Classified Payroll 5B in the Amount of \$776,955.31
Approval/Ratification of Certificated Payroll 5C in the Amount of \$9,364.15

H. Approval of Stipulated Expulsion Agreement for LBHS Student # 2019-20-001

- I. Approval for Renewal of 2020 Contract with Fulcrum Management Solutions, Inc. to Provide ThoughtExchange Software and Professional Services with a Not-to-Exceed Amount of \$29,400
- J. Approval of Memorandum of Understanding Between the University of California, San Diego (UCSD) and Laguna Beach Unified School District for Administrative Coordination, Item Design, Proctoring, and Advanced Analytics of the Biannual

California Healthy Kids Survey During the 2019-2020 School Year in an Amount Not-to-Exceed \$13,000

- K. Approval of Pepperdine University Agreement to Provide Educational Fieldwork Experience with Laguna Beach Unified School District from January 1, 2020, to July 31, 2025
- L. Approval of Agreement with Learning Together Strengths Academy for Facilitation of a Series of Gallup Strengths Workshops for LBUSD Leadership LBHS Staff, Authentic Exploratory Research Students, and Mentors, and the Human Resources, Instructional Services, and Technology Divisions for the 2019-2020 School Year in An Amount Not-to-Exceed \$10,000
- M. Approval of Agreement with Computer-Using Educators Inc. for Facilitation of a workshop on Education Technology Protocols for Site Technology Leads and teachers 2019-2020 School Year in An Amount Not-to-Exceed \$3,500
- N. Approval of Board Policy Migration Services Through Diligent BoardDocs at a Cost Not-to-Exceed \$11,000
- O. Approval to Renew Contracts for HVAC and Painting Unit Cost Bids for District-Wide Services

Student Board Representative Fink cast a provisional vote in favor.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes to approve the Consent Agenda items a.i and b - o.

Member Wolff moved approval of Consent Calendar item a.ii - November 12, 2019 regular meeting minutes. Member Perry seconded.

Student Board Representative Fink cast a provisional vote in favor.

Motion carried 4-0-1. Members Vickers, Normandin, Wolff, and Perry, voted yes to approve Consent Agenda item a.ii. Member Kelly abstained.

Member Wolff moved approval of Consent Calendar item a.iii - October 10, 2019 special meeting minutes. Member Kelly seconded.

Student Board Representative Fink cast a provisional vote in favor.

Motion carried 3-0-2. Members Vickers, Wolff, and Kelly, voted yes to approve Consent Agenda item a.iii. Members Normandin and Perry abstained.

INFORMATION ITEMS

None

ACTION ITEMS

Approval to Accept the 2018-2019 District Audit

Mr. Dixon recommended acceptance of the audit.

Public Comment: Sheri Morgan addressed the Board regarding the timing of the receipt of the audit.

Member Wolff moved to pull the audit and bring it back to the next Board meeting. Member Perry seconded.

Student Board Representative Fink cast a provisional vote in favor.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes to approve pulling the item.

Approval of Resolution # 19-16: Establish Interfund Transfers Of \$1,000,000 From the General Fund to the Special Reserve For Non-capital Outlay Fund For 2019-2020

The Board received the recommendation to approve the transfer.

Public Comment: None

Member Kelly moved approval. Member Normandin seconded.

Student Board Representative Fink cast a provisional vote in favor.

Motion carried by a roll call vote 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes to approve Resolution #19-16.

Approval of Resolution #19-17: Establish Interfund Transfer for \$1,200,000 from the General Fund to the Special Reserve Fund for Capital Improvement Plan for 2019-2020

The Board received the recommendation to approve the transfer.

Public Comment: None

Member Normandin moved approval. Member Wolff seconded.

Student Board Representative Fink cast a provisional vote in favor.

Motion carried by a roll call vote 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes to approve Resolution #19-17.

Approval of Resolution #19-18: Establish Interfund Transfer of \$900,000 from the General Fund to the Special Reserve Fund for Facilities Repair and Replacement Program for 2019-2020

The Board received the recommendation to approve the transfer.

Public Comment: None

Member Normandin moved approval. Member Wolff seconded.

Student Board Representative Fink cast a provisional vote in favor.

Motion carried by a roll call vote 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes to approve Resolution #19-18.

Approval of Revisions To Theater Manager Job Description

The Board received the request to approve the revisions to the Theater Manager Job Description.

Public Comment: Vicki McIntosh commented on the job description.

Member Wolff moved approval. Member Normandin seconded.

The Board discussed the sentence in the job description regarding the theater manager being a Board member on Performing Arts Boosters. The Board agreed to approval of the job description with a revision stating the Theater Manager will attend **Performing Arts Booster meetings as a representative.**

Student Board Representative Fink cast a provisional vote in favor.

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

Approval of Continued Career Technical Education Incentive Grant (CTEIG) Memorandum of Understanding (MOU) Between Laguna Beach Unified School District and College and Career Advantage (CCA) For the Period of June 1, 2019 through June 30, 2021

The Board received the request for approval of the CTEIG MOU.

Public Comment: None

Member Kelly moved approval. Member Normandin seconded.

Member Perry asked about funding.

Student Board Representative Fink cast a provisional vote in favor.

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

Approval of the Strong Workforce Program (SWP) K-12 Pathway Improvement Grant Service Agreement Between Laguna Beach Unified School District and Orange County Superintendent of Schools for the Period of June 1, 2019 through December 31, 2021

The Board received the request to approve the Strong Workforce Program K-12 Pathway Improvement Grant Service Agreement.

Public Comment: None

Member Normandin moved approval. Member Wolff seconded.

The second component of the grant is forthcoming and requires a \$1 match from the district's general fund.

Student Board Representative Fink cast a provisional vote in favor.

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

Approval of Agreement with Instructure, Inc., to Utilize Portfolium for the 2019-20 and 2020-21 School Year for the Amount of \$21,500

The Board received the request to approve the agreement with Instructure, Inc., to utilize Portfolium. Mrs. Leisa Winston, deputy superintendent, human resources and instruction, stated CTE students will be able to build online portfolios and resumes.

Public Comment: None

Member Normandin moved approval. Member Wolff seconded.

Student Board Representative Fink cast a provisional vote in favor.

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

Approval of Additional Services to Design a Seismic Building Rehabilitation to Ruhnau Clarke Architects for Thurston Middle School Field and Classroom Modernization Project

The Board received the request to approve additional services to design a seismic building rehabilitation to Ruhnau Clarke Architects.

Public Comment: None

Member Normandin moved approval. Member Kelly seconded.

Student Board Representative Fink cast a provisional vote in favor.

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

Approval Of Board Policies And Bylaws – First Reading

The Board reviewed each policy. See the action taken in the Notes below.

Policy Number	Description	Notes from Policy Workshop
1312.1	Complaints Concerning Employees	Agreed with proposed revisions. Deleted language as recommended. Member Wolff moved that BP 1312.1 be moved forward for a second reading and approval. Member Normandin seconded. Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.
3540	Transportation	The Board discussed transportation practices of other districts. Member Normandin moved that BP 3540 be moved forward for a second reading and approval. Member Wolff seconded. Motion carried 4-1. Members Vickers, Normandin, Wolff and Kelly voted yes. Member Perry voted no.
5131.2	Bullying	The Board discussed changing the title from Bullying to Anti-bullying and incorporating a reference to the Uniform Complaint Procedure and BP 1312.3. Staff will incorporate the changes. Member Normandin moved that BP 5131.2 be moved forward for a second reading and approval. Member Wolff seconded.

		Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.
5142	Safety	Board members discussed adding language regarding School Resource Officers. Member Wolff moved that language be added and BP 51421 be moved forward for a second reading and approval. Member Normandin seconded. Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.
6142.1	Comprehensive Health Instruction	Board members discussed the policy. Member Kelly moved that BP 6142.1 be moved forward for a second reading and approval. Member Normandin seconded. Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.
6142.2	World Language Instruction	Member Normandin moved that BPs 6142.2, 6163.1, 6174, 6179, and BBs 9270, and 9320 be moved forward for a second reading and approval. Member Wolff seconded. Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.
6163.1	Library Media Centers	See above. Move forward for a second reading.
6174	Education for English Learners	See above. Move forward for a second reading.
6179	Supplemental Instruction	See above. Move forward for a second reading.
Bylaw Number	Description	Notes from Policy Workshop
9270	Conflict of Interest	See above. Move forward for a second reading.
9320	Meetings and Notices	See above. Move forward for a second reading. Staff has adjusted the paragraph regarding meeting dates and times to correspond with the approved 2020 meeting dates.

9321	Closed Session	Board members discussed suspension of the policy due to pending litigation. Member Normandin moved that BB 9321, be moved forward for a second reading and approval. Member Wolff seconded. Motion carried 4-1. Members Vickers, Normandin, Wolff, and Kelly voted yes. Member Perry voted no.
9321.1	Closed Session Action and Reports	Member Wolff moved that BB 9321.1 be moved forward for deletion. Member Normandin seconded. Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.
9322	Agenda/Meeting Materials	The Board discussed the timing for placement of agenda items by the public. Member Wolff moved that BB 9322 be moved forward for deletion. Member Normandin seconded. Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

Sheri Morgan addressed the Board regarding the annual organizational meeting.

ANNUAL ORGANIZATIONAL MEETING

Education Code Section 35143 requires the governing board of each school district to hold an annual organizational meeting and election within a prescribed 15-day period. For 2019, the 15-day period is from December 6 through December 20. Laguna Beach Unified School District Board Bylaw 9100 also specifies that the Board shall hold an annual organizational meeting and elect its slate of officers.

The Superintendent will conduct nominations and election of the Board President.

A. Election of Board President

Call for nominations for the position of President of the Board of Education

Upon election, the Superintendent will turn the meeting over to the new Board President who will continue with elections and appointments, and conduct the balance of the meeting. Mrs. Vickers served as President during 2019.

Member Kelly moved to elect Member Wolff for President. Member Normandin seconded.

Member Perry moved to elect Member Normandin for President. Member Normandin declined the nomination.

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

B. Election of Board Clerk

President Wolff called for nominations for the position of Clerk of the Board of Education. Mrs. Normandin served as clerk during 2019.

Member Perry moved to elect Member Kelly to serve as Clerk. Member Kelly declined the nomination.

President Wolff moved to elect Member Normandin to serve as Clerk. Member Kelly seconded. Motion carried 5-0. Members Wolff, Normandin, Perry, Kelly, and Vickers voted yes.

C. Appointment of Secretary to the Board of Education

Per Board Bylaw 9100, the Secretary to the Board of Education shall be appointed at the Annual Organizational Meeting and Board Bylaw 9006 designates the Superintendent as the Secretary to the Board.

The Board confirmed the appointment of Superintendent Vilorio as the Secretary to the Board of Education.

D. Appointment of Board Representatives to the Following Groups:

District Representative for Orange County Nominating Committee and Orange County School Boards Association (1 Representative, 1 Alternate)

Jim Kelly was appointed representative and Peggy Wolff the alternate

Laguna Beach Council of PTAs (1 Representative, 1 Alternate)

Jan Vickers was appointed representative and Carol Normandin the alternate

Laguna Beach Education Foundation School Power (1 Representative, 1 Alternate)

Peggy Wolff was appointed representative and Dee Perry alternate

Laguna Beach Education Foundation School Power Endowment
(1 Representative, 1 Alternate)

Dee Perry was appointed representative and Jim Kelly alternate

Community Coalition (1 Representative, 1 Alternate)

Carol Normandin was appointed representative and Dee Perry alternate

College and Career Readiness (CCA) (2 Representatives, 1 Alternate)

At the November 12, 2019 Board meeting, Mrs. Vickers and Mrs. Perry were appointed representatives and Mrs. Wolff was appointed as the alternate.

The Board President and Superintendent are ex-officio members of all committees. Board members will be advised of the Ralph M. Brown Act restrictions regarding participation on various types of committees. (Government Code Section 54954 and SB 139 amendments).

E. Setting Meeting Dates, Time and Place for 2020

The Board decided by a majority vote to adopt the meeting schedule below. Member Vickers moved approval. Member Normandin seconded. Motion carried 5-0.

Day and Date	Meeting Type
Thursday, January 16	Business Meeting
Tuesday, January 28	Joint Meeting with the City of LB and Study Session
Thursday, February 13	Business Meeting
Thursday, March 12	Business Meeting
Thursday, March 26	Study Session
Thursday, April 16	Business Meeting
Thursday, May 7	Study Session
Thursday, May 21	Business Meeting
Thursday, June 4	Business Meeting
Thursday, June 18	Business Meeting

Thursday, July 23	Business Meeting
Thursday, August 20	Business Meeting
Thursday, September 3	Business Meeting
Thursday, September 17	Study Session
Thursday, October 8	Business Meeting
Thursday, October 22	Study Session
Thursday, November 19	Business Meeting
Thursday, December 17	Business Meeting and Annual Organizational Meeting

F. Annual Reminders

President Wolff read the annual reminders.

1. Aliso Property Option Reminder

The Board of Education is reminded that the District has the opportunity to purchase the Aliso School Property in the year 2041 for one dollar. This special note is to remain a part of all Annual Organizational meetings until said purchase option is exercised or expires. A one dollar (\$1) bill is on file in the Business Office as a reminder to future Boards of Education. This dollar bill may be used to exercise that option in 2041. The *First Amendment to the Option to Repurchase*, effective December 11, 2012, enabled the District to establish a trust account that holds the deed to the property pursuant to any default by the current property owner. The District may record the deed by satisfying the existing loan upon any future default by the current owner.

2. Resolution No. 01-02 – Facilities Repair and Replacement Program

The Board of Education is reminded that by adoption of Resolution No. 01-02 on February 27, 2001, the intention and desire was to continue this program to ensure future repair and replacement of the District's facilities.

Board Member Requests for Items for Future Meetings and Board Member Requests for Information

Sheri Morgan commented.

Student Board Representatives

- No requests

Member Kelly

- Requested staff look at staffing for healthcare professionals.

Member Perry

- Commented that legal fees have gone up significantly. Requested that all Board members have access to who is making requests for legal counsel and for what reason.
 - Staff will provide information in a weekly update regarding who has the right to request legal and what the chain of command is. Board Bylaw 9124, Attorneys was referenced by staff.

Member Wolff

- No requests

Member Normandin

- Requested information on term limits and the process be presented to the Board at a future meeting.

President Vickers

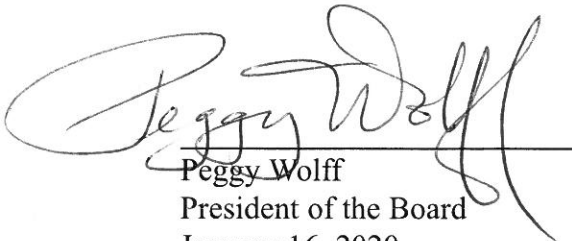
- No requests

Adjournment

Member Normandin moved to adjourn. Member Vickers seconded.

The next regular Board meeting is scheduled for Thursday, January 16, 2020.

Motion carried 5-0 Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes to adjourn to the meeting. The meeting was adjourned at 8:40 p.m..



Peggy Wolff
President of the Board
January 16, 2020