

REGULAR MEETING - BUSINESS MEETING (Thursday, April 16, 2020)

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Meeting called to order at 6:02 PM

1. GO TO MEETING LINK

2. OPENING OF MEETING

Procedural: A. Roll Call to Establish Quorum

Members present

Jan Vickers, Carol Normandin, Peggy Wolff, Dee Perry, Jim Kelly

3. CLOSED SESSION

Procedural: A. Public Comment on Closed Session Agenda Items - Electronic Submission

Clerk Normandin read the comment that was electronically submitted from Mr. Tinton.

Action: B. Adjourn to Closed Session

Motion to adjourn to closed session.

Motion by Carol Normandin, second by Dee Perry

Final Resolution: Motion Carried 5-0

Yes: Jan Vickers, Carol Normandin, Peggy Wolff, Dee Perry, Jim Kelly

Discussion: C. Conference with Labor Negotiators - Government Code § 54957.6

Action: D. Adjourn from Closed Session

4. OPEN SESSION

Procedural: A. Call to Order

Procedural: B. Pledge of Allegiance

Information, Procedural: C. Report on Closed Session Action

No report out of Closed Session. Read Executive Order 29-N-20

Action: D. Adoption of Agenda

Motion to adopt the agenda as presented.

Motion by Carol Normandin, second by Dee Perry.

Final Resolution: Motion Carried 5-0

Yes: Jan Vickers, Carol Normandin, Peggy Wolff, Dee Perry, Jim Kelly

5. RECOGNITIONS

None

6. PUBLIC COMMENT (Non-Agenda Items)

None

7. REPORTS

Reports: A. Student Board Representative(s)

Drew Fink reported on the following:

- Thanked all essential workers for keeping everyone safe and going above and beyond during this uncertain time
- Thanked all teachers for working hard to make the move to online learning
- ASB working to keep students connected utilizing social media
- Commented on the loss of closure for senior students and what it means to many students

Reports: B. Bargaining Unit Representatives CSEA and LaBUFA

Margaret Warder CSEA President

- Thanked the Board for Special meeting

- Thanked Dr. Viloría, Dr. Winston, and Jeff Dixon for their leadership and continual updates. Directors and principals for all their support and leadership.

Sara Hopper LaBUFA President

- Commented that staff feel very fortunate for work in a district that values the health and safety of their staff and students. Working collaboratively to navigate online learning.

Reports: C. Board Members

Member Vickers - No report

Member Kelly

- Enjoyed the *Parent's Easter Parade* - decorated his house to participate
- Thanked Drew for his report Hopes something can be done for graduation

Member Perry

- Echoed sentiments of Drew Fink's report.
- Stated she has huge appreciation and gratefulness to all staff and noticed that the food service workers were passing out Easter eggs with lunches.
- Has talked with students about how they're doing.
- Appreciate teachers saying they care about class.

Clerk Normandin

- Commented it was good to see everyone.
- Appreciated Drew's heartfelt thank you and appreciation.
- Grateful to everyone including students for showing up to classes and doing the work.

President Wolff

- Agrees with everyone - also grateful

Reports: D. Superintendent

Dr. Viloría

- Participates in a weekly call with the County Superintendent and other district superintendents.
 - How do we find ways to honor our students in graduations and promotions.
- Thank you to associations and support of the Board. We are providing the top education opportunities that we can.
- Grateful to our local school districts who are working together and collaborating more than ever.
- Working on grading practices; LBUSD has a committee in place and will take guidance from the California Department of Education, UCs, and CSUs.
- Appreciates students trying their best and continuing social connections.

Reports: E. Executive Cabinet Members

Dr. Winston

- Echoed sentiments already stated.
- Thank you to the Board, staff and students who have completely transformed what teaching and learning looks like.
- Everyone is asking what they can do, how they can help.

Mr. Dixon

- Same sentiments.

8. CONSENT CALENDAR

No items were requested to be pulled.

No Public Comment

A. Approval of April 1, 2020 Emergency Meeting Minutes

B. Approval of March 13, 2020 Emergency Meeting Minutes

C. Approval of January 28, 2020 Regular Meeting - Student and Staff Recognition

D. Approval of Personnel Report

E. Approval of Agreements for Contracted Services-Special Education

F. Approval of Acceptance of Gifts - Checks Totaling \$600

G. Approval of Technology Contracts/Licenses

H. Approval/Ratification of Warrants #400764 through #401081 in the Amount of \$1,070,309.00 for Dates 03/03/2020 through 03/27/2020

I. Ratification of Certificated Payroll 9A in the Amount of \$2,311,636.50 and Classified Payroll 9B in the Amount of \$894,224.82

J. Approval of Wired Switch and Router Bid

Motion to approve Consent Calendar items A - J as presented.

Motion by Jim Kelly, second by Carol Normandin

Student Board Member Provisional Vote: Danbara - Yes

Final Resolution: Motion Carried 5-0

Yes: Jan Vickers, Carol Normandin, Peggy Wolff, Dee Perry, Jim Kelly

9. INFORMATION ITEMS - BUSINESS SERVICES

Information: A. Monthly Financial Update - February 2020

Mr. Dixon presented on the report ending February 29, 2020

Revenues reflect the first of our two large property tax receipts; the second large apportionment is expected next week.

As of the end of February, revenues are tracking as projected and despite the negative impact we know the pandemic will have on the economy, we do not anticipate any significant difference in the total amount of revenues that we have projected for this year. Expenditures were on pace with what we would expect by the end of February as well. However, this is where I we may see differences between what we projected through the end of the year in the February report and what we actually experience. Expenditures are anticipated to come in lower than what was projected based on the school closures. The lowering of the total amount of expenditures will be largely based on the reduction in pay for short term substitutes, utility costs, and expenses related to materials and supplies.

Our business team has been meeting virtually every week and one of the running agenda items is related to closing open purchase orders early. In other words, we are trying to get a jump start on closing the books for the year since a large portion of our funding is still encumbered and we know that certain items will not be purchased or leased so we can go ahead and close them out.

In addition, we are working with our consultant Forecast 5 who we generate the current monthly reports from and we are piloting some new features that we are hoping to further explore more metrics related to our monthly budget reports that will be helpful as we navigate moving forward.

Staff responded to Board member questions.

10. INFORMATION ITEMS - HUMAN RESOURCES

None

11. INFORMATION ITEMS - INSTRUCTION

None

12. ACTION ITEMS- BUSINESS SERVICES

Action: A. Approval of Contract to Purchase Roofing Materials from Garland Company, Inc. per Contract Number 4-20-56-0006B of the State of California Multiple Award Schedule (CMAS)

Mr. Dixon stated staff is recommending to award a contract for the purchase of roofing materials that utilizes the California Multiple Award Schedule (CMAS). The CMAS allows the district to purchase the materials directly from the manufacturer and only requires that we bid out installation services.

Though there is no fiscal impact associated with this item, the purchase of the roofing materials will have a fiscal impact and I will discuss that in the next item as it relates to the award of the installation services.

There was no public comment.

Staff responded to Board member questions.

Motion to award a contract for the purchase and warranty of roofing materials from Garland Company, Inc. based on contract number 4-20-56-0006B of the State of California Multiple Award Schedule (CMAS).

Motion by Jim Kelly, second by Carol Normandin
Student Board Member Provisional Vote: Danbara - Yes
Final Resolution: Motion Carried 5-0
Yes: Jan Vickers, Carol Normandin, Peggy Wolff, Dee Perry, Jim Kelly

Action: B. Approval to Award Contract to Best Contracting Services, Inc. for the 2020 Roofing Replacements at Various Sites Project in an Amount Not-to-Exceed \$653,000

Mr. Dixon highlighted some of the key points of the bid process and contract:

- Bid opening was on March 26th and we received 6 total bids
- The lowest bid was from Best Contracting Services in the amount of \$653,000
- The work entails roofing replacements at El Morro, Thurston and LBHS
- If the board approves the award of this bid we would then purchase the materials necessary to perform the work using the Garland CMAS
- The material costs would be roughly \$435K, bringing the total project cost to almost \$1.1M
- The total amount is slightly less than the amount that was budgeted in the facilities master plan
- It's also important to note that the funding is already available in our FRRP so there is no impact to the general fund if this is awarded

Staff is recommending award to Best Contracting Services.

No Public Comment.

Motion to approve acceptance of the public bid and award the contract for the 2020 Roofing Replacements at Various Sites Project to Best Contracting Services, Inc. in an amount not-to-exceed \$653,000.00, resulting in total project cost including the CMAS purchase of roofing materials to be \$1,088,013.09.

Motion by Carol Normandin, second by Jim Kelly
Student Board Member Provisional Vote: Danbara - Yes
Final Resolution: Motion Carried 5-0
Yes: Jan Vickers, Carol Normandin, Peggy Wolff, Dee Perry, Jim Kelly

13. ACTION ITEMS - HUMAN RESOURCES

None

14. ACTION ITEMS - INSTRUCTIONAL SERVICES

Action: A. Approval to Purchase Subtractive Machine for Career Technical Education Courses at Laguna Beach High School

Dr. Winston stated staff is excited to add this to the 3D Media Design Course, which will be paid for out of CTIEG funds.

There was no public comment.

Board members had positive comments.

Motion to approve the purchase of a Roland MDX-50 Mill Subtractive Milling Machine for the Graphic Design Career Technical Education Pathway courses at Laguna Beach High School.

Motion by Jim Kelly, second by Carol Normandin
Student Board Member Provisional Vote: Danbara - Yes
Final Resolution: Motion Carried 5-0
Yes: Jan Vickers, Carol Normandin, Peggy Wolff, Dee Perry, Jim Kelly

Action: B. Approval of Laguna Art Museum Contract for Elementary Art Education for the 2020-2021 School Year

Dr. Winston stated this program had been piloted at TOW previously and funded through PTA funds. The district is expanding the program.

There was no public comment.

Board members had positive comments and responses.

Motion to approve the Laguna Art Museum (LAM) Contract for Elementary Art Education for the 2020-2021 school year.

Motion by Jan Vickers, second by Dee Perry
Student Board Member Provisional Vote: Danbara - Yes
Final Resolution: Motion Carried 5-0
Yes: Jan Vickers, Carol Normandin, Peggy Wolff, Dee Perry, Jim Kelly

Action: C. Approval/Ratification of Presence Learning, Inc.

Dr. Winston stated this is a license to help with distance learning for students with special needs and provides a secure platform to hold individual therapy sessions.

There was no public comment.

Board members had positive comments and responses. Staff responded to Board questions.

Motion to approve/ratify Presence Learning, Inc., Therapy Platform License Agreement.

Motion by Carol Normandin, second by Jim Kelly
Student Board Member Provisional Vote: Danbara - Yes
Final Resolution: Motion Carried 5-0
Yes: Jan Vickers, Carol Normandin, Peggy Wolff, Dee Perry, Jim Kelly

15. ACTION ITEMS - TECHNOLOGY

None

16. ACTION ITEMS - SUPERINTENDENT

Action, Minutes: A. Approval of March 11, 2020 Regular Meeting Minutes

Member Normandin was absent and must abstain from voting.

Motion to approve the minutes of the March 11, 2020 Regular Meeting minutes.

Motion by Jan Vickers, second by Dee Perry.

Student Board Member Provisional Vote: Danbara - Yes

Final Resolution: Motion Carried 5-0

Yes: Jan Vickers, Carol Normandin, Peggy Wolff, Dee Perry, Jim Kelly

Action, Minutes: B. Approval of February 10, 2020 Special Board Meeting Minutes

Members Normandin and Perry were absent and must abstain from voting.

Motion to approve the minutes of the February 10, 2020 Special Board meeting.

Motion by Jim Kelly, second by Jan Vickers.

Student Board Member Provisional Vote: Danbara - Yes

Final Resolution: Motion Carried 5-0

Yes: Jan Vickers, Carol Normandin, Peggy Wolff, Dee Perry, Jim Kelly

17. BOARD MEMBER REQUESTS

Procedural: A. Board Member Requests for Information and Suggestions for Items for Future Meetings

Member Vickers - Stated she doesn't feel that it is appropriate to request anything aside from keeping Board informed. Really wants to back off the pressure anything our leaders may feel about the summer because of discussions about social distancing remaining.

Member Kelly - Requested a plan for Graduation.

Member Perry - Asked if there is a way counselors can help with student stress and if there is a plan in place. She also asked about the facilities for summer school and summer enrichment for students. With respect to the discussion on grading, she asked that staff look at all colleges and universities when making the decision. She stated President Wolff is doing an excellent job.

Clerk Normandin - Stated she misses the Board updates but appreciates receiving all the information that is being sent out. She asked the Board and staff continue to be the best role models in complying with the Executive Order.

President Wolff - Thanked everyone for all the work that is being done. She requested an update on the mental health processes.

18. ADJOURNMENT - BOARD PRESIDENT

Procedural: A. Next Regular Meeting

May 21, 2020

Action: B. Adjournment

Motion to adjourn.

Motion by Carol Normandin, second by Jan Vickers

Student Board Member Provisional Vote: Danbara - Yes

Final Resolution: Motion Carried 5-0

Yes: Jan Vickers, Carol Normandin, Peggy Wolff, Dee Perry, Jim Kelly

The meeting adjourned at 7:00 p.m.