

**LAS VIRGENES UNIFIED SCHOOL DISTRICT**

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SUPERINTENDENT

**LAS VIRGENES UNIFIED SCHOOL DISTRICT  
FACILITIES COMMITTEE**

September 5, 2019

Present: Angela Cutbill, Board Representative  
Mathy Wasserman, Board Representative  
Dan Stepenosky, Superintendent  
Karen Kimmel, Assistant Superintendent, Business  
Julie Pescetto, Director of Maintenance and Facilities  
Devan Mitchell, Cannon Design  
Blair Ripplinger, Cannon Design  
Sarah Barrios, Cannon Design  
Javan Nabili, Cannon Design

The meeting was called to order at 1:30 p.m. at the Las Virgenes Unified School District, 4111 Las Virgenes Road, Calabasas, CA.

**Facilities Master Plan Update**

Dr. Stepenosky updated the committee on the work Cannon Design has done, specifically, the 29 site meetings that are being held. The Cannon Design team has or will be holding site meetings for both staff and parents at each site. Site meetings consist of a discussion regarding the needs of the district followed by an interactive question and answer session. Feedback has been positive. Ms. Wasserman asked if the team was finding that most questions were the same, site to site. Ms. Mitchell responded that most were the same, but there were some site specific issues that were raised. Overall, the issues groups have found most important are curriculum, instruction, and technology with safety and security a close second.

The Cannon Design team also shared that in addition to the staff and parent stakeholder engagement sessions, they have also completed the following:

- 14 Facilities Team Interviews
- 14 Plant Manager Interviews
- 14 Campus Site Investigations
- 14 Principal Surveys

The Cannon Design team has completed 76/85 opportunities for engagement thus far.

Based on the feedback collected, the Cannon Design team has broken the needs down into three (3) separate areas: Safety and Security, Building Systems Maintenance/ Building Envelope Performance, and Curriculum and Instruction.

Ms. Cutbill asked if there has been conversation regarding how schools with extra space can utilize that space. Ms. Mitchell responded that her team is looking at requests and opportunities to best utilize space in order to meet District goals for achievement. Ms. Mitchell went on to explain that feedback collected will be broken down into three (3) groupings, tiered by priority. The committee stated that they would like to ensure that every campus is represented in the Facilities Master Plan.

Ms. Kimmel asked what the next steps would be for this process. The Cannon Design team shared that they will finish meeting with the remaining schools in the next week. They will be working on project prioritization and a cost estimate followed by coordinating with polling data and bond language. The team will present their findings thus far to the Board of Education at the Board Study Session on September 18th.

The committee thanked the Cannon Design team for their efforts and the Cannon Design team thanked the committee for their availability and enthusiasm in moving the project forward.

### **Field Safety**

Ms. Pescetto shared an update regarding field safety and rodent control on our campuses.

The meeting adjourned at 4:00 pm.