



LAS VIRGENES UNIFIED SCHOOL DISTRICT FACILITIES COMMITTEE MEETING

October 18, 2018

Present: Angela Cutbill, Board Representative
Mathy Wasserman, Board Representative
Daniel Stepenosky, Superintendent
Karen Kimmel, Assistant Superintendent – Business
Julie Pescetto, Director of Maintenance, Operations and Facilities
Yael Rosen, Facilities Coordinator
Scott Foli, Principal, Lupin Hill Elementary School
Liberty Logan, Principal, Sumac Elementary School
Tyler Higa, Assistant Principal, Calabasas High School

The meeting was called to order at 1:40 PM at the Las Virgenes Unified School District, 4111 Las Virgenes Road, Calabasas, CA 91302.

Lupin Hill Project and Hees Hall Plaque

Mr. Foli reported that the Lupin Hill Project is approximately 32% complete for the overall project. He said there are 15-17 concrete trucks on site today delivering concrete in thirty minute intervals to pour the foundation and that the neighbors have been notified in order to reduce the impact on the community. Mr. Foli said the students have been excited to take field trips to his office to observe the construction in process.

Ms. Kimmel stated that walls and framing are expected to be up within the next month.

Mr. Foli added that teachers have been excited about the renovations in their classrooms.

Ms. Kimmel presented photographs of the suggested plaque for Hees Hall which will be installed at Lupin Hill Elementary School and the plaque of Alice C. Stelle will be installed at A.C. Stelle Middle School.

Mr. Foli then shared a time-lapse video showing the progress of the construction work at Lupin Hill Elementary over the past several weeks.

Sumac Elementary School Proposal for Front Landscaping

Ms. Logan presented information on the proposed upgrades to the front landscaping at Sumac Elementary School. She said they are requesting the District to pay for a portion of the sod and the Sumac PFA will cover the balance of the cost as well as the cost of plants. She said additional drainage will need to be dug and installed prior to the installation. Ms. Logan said that the installation will be donated by EGN Builders.

Ms. Pescetto requested a proposal be submitted by EGN Builders, as a matter of following protocol, and that all volunteers will be required to sign Hold Harmless Agreements. Ms. Pescetto also stated that the volunteers will be added to the District's insurance policy as Additional Insured.

Ms. Logan stated that the Sumac PFA has discussed holding a fundraiser of selling personalized pavers to raise funds to help pay for a portion of the cost they have committed to pay.

Calabasas High School Updates

Painting of Lower Quad

Mr. Higa said that Calabasas High School would like to repaint and refresh the "Coyotes" logo with the same existing colors which will result in less touch ups over time.

Ms. Kimmel said that the District Office will need to place a work order and that the Maintenance and Facilities Department will put the work on the schedule.

Ms. Kimmel stated that the No Child Left Behind Act logos which are located at various school sites is a branded logo and the paint will also need to be touched up.

Re-Purposing of Storage Room

Mr. Higa said that the room adjacent to the culinary arts room is currently being used as a storage room. He said the culinary arts department would like to convert that room to a food preparation room given its proximity to the culinary arts room. He said there will be two teachers in the classroom at all times for supervision.

Ms. Kimmel asked if a window will need to be installed for supervision into the proposed preparation room.

Mr. Higa clarified that a teacher will be in the preparation room anytime there are students present.

Ms. Pescetto added that equipment for the proposed room would be provided by the Perkins Grant which is a CTE specific grant.

Facility Fee Schedule

Ms. Pescetto stated that the District has decided on the Facilitron system for coordination and tracking of facility use throughout the District. She said pictures are currently being uploaded to the Facilitron system where a color-coded calendar to distinguish availability and reservations.

Ms. Rosen said the Facilitron program is very user friendly and will ease the communication among schools and that the system collects the required fees up front.

Ms. Kimmel stated that the functionality and ease of the Facilitron system will be evaluated at the six month mark.

Ms. Pescetto said that the system is due to go live on 12/1/18 and that insurance requirements and fee collection will all take place within the system.

Safety Update and Open Projects

Ms. Wasserman suggested cameras be installed outside the entrance to restrooms in the District's continued efforts to discourage vaping on campus.

Dr. Stepenosky added that additional cameras will also need to be installed near the pools.

Ms. Pescetto stated that a Request for Proposal is out for the tinting of windows.

Ms. Wasserman asked for an update on the status of banners hung throughout the District.

Ms. Kimmel replied that plant managers and principals are actively working on the relocation of banners to comply with the suggested safety standards.

Ms. Pescetto stated that there are several employees currently out in the Maintenance and Facilities Department. She also reported that additional fencing has been added at Agoura High School and that the installation of cameras are being finalized district-wide.

Next Meeting

The next meeting will be held on December 6, 2018 at 1:30 PM in the District Office Cabinet Room.

The meeting adjourned at 2:47 PM.