

# **Laguna Beach Unified School District**

## **Board of Education Minutes of Regular Meeting December 13, 2016**

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Board Members Vickers and Wolff were administered the Oath of Office by Superintendent Vilorio at 4:45 p.m.

### **Call to Order**

The Regular Meeting of the Board of Education was called to order by Clerk Vickers 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  
                              Ketta Brown  
                              Carol Normandin  
                              Dee Perry  
                              Peggy Wolff

### **Public Comment on Closed Session Items**

There were no public comments.

### **Adjourn to Closed Session**

Member Brown moved to adjourn to Closed Session. Member Normandin seconded. Clerk Vickers called for the vote. Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to adjourn to Closed Session at 5:02 p.m. to discuss the following:

#### **A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

Subdivision (a) of Government Code §54956.9  
Student Case Number PER1501246DD

#### **B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

Education Code §54957

#### **C. NEGOTIATIONS**

Government Code §54957.6

- |      |                        |                         |
|------|------------------------|-------------------------|
| i.   | Employee Organization: | LaBUFA                  |
|      | District Negotiator:   | Leisa Winston           |
| ii.  | Employee Organization: | CSEA                    |
|      | District Negotiator:   | Leisa Winston           |
| iii. | Employee Organization: | Unrepresented Employees |
|      | District Negotiator:   | Leisa Winston           |

Member Normandin moved to adjourn from Closed Session. Member Brown seconded.

Clerk Vickers called for the vote.

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to adjourn from Closed Session. The Board adjourned Closed Session at 5:57 p.m.

**Present at Board Meeting**

Members Present: Jan Vickers  
Ketta Brown  
Carol Normandin  
Dee Perry  
Peggy Wolff

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

Staff: Jason Vilorio, Ed.D., Superintendent  
Dean West, Assistant Superintendent of Business Services  
Leisa Winston, Assistant Superintendent, Human Resources and Public  
Communications  
Victoria Webber, Executive Assistant  
Jeff Dixon, Director, Facilities  
Mike Morrison, Chief Technology Officer  
Shannon Soto, Ed.D., 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  
Liaison

**Pledge of Allegiance**

Clerk Vickers led 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**

Clerk Vickers reported that no action was taken in Closed Session.

**Adoption of Agenda**

Member Brown moved to adopt the agenda. Member Wolff seconded.

Discussion: Superintendent Vilorio noted one correction to the warrants, item 12.g. The amount for approval should read \$1,533,802.30.

Clerk Vickers called for the vote.

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

### **Special Recognitions**

PTA Council member, Jennifer Baker, gave a presentation highlighting the PTA Reflections winners for Laguna Beach Unified.

### **Public Comment (Non- Agenda Items)**

There was no public comment.

### **Reports**

#### **LaBUFA Representative – Sara Hopper, LaBUFA Vice President**

- Welcomed newly elected Board member Peggy Wolff
- Congratulated Jan Vickers on her reelection

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

- Wished everyone Happy Holidays
- Welcomed Peggy Wolff and congratulated Jan Vickers
- Commented on the following
  - Classified Employee of the Year Nominations complete
  - Reclassification meeting upcoming
  - California School Employees Benefits Association (CSEBA) workshop
  - Reunion for Champions of Change in Washington, D.C.

### **Board Members**

Board members reported as follows:

#### **Member Wolff**

- Attended California School Boards Association (CSBA) Annual Conference
- Attended LBHS Dance concert

#### **Member Brown**

- No report

#### **Member Normandin**

- Attended CSBA
- Attended LBHS Basketball games
  - Commented on new lighting in gym
- Toured TMS with Board Member Perry and Superintendent Vilorio

**Member Perry**

- Attended Early Developmental Index (EDI) workshop at District
- Attended CSBA

**Clerk Vickers**

- Attended Coffee Break
- Attended LBHS Basketball
- Attended Dance concert
- Commented on two LBHS graduates who play for UCLA
- Commented on TMS students singing at La Playa

**Superintendent Viloria**

- Commented on hard work of staff and volunteers throughout the District
- Attended CSBA with four Board and two staff members
- Attended opening presentation by Alysia Odipo at Rocket Ready Professional Development
- Attended SchoolPower meeting
- Attended quarterly meeting with LBPD
- Participated in part two of Strength Finders program with all leadership staff
- Offered kudos to TMS for their clean and inviting campus

**Cabinet**

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

- No report

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

- Not in attendance

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

- Attended California School Employees Benefits Association (CSEBA) workshop
- Shared Employee of the Year Announcements will be made next week

**Chris Herzfeld, LBHS Principal**

Shared highlights of Laguna Beach High School, including assessment results and student connectedness, which included a video produced by student Connor Breshear.

<b>ANNUAL ORGANIZATIONAL MEETING</b>
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Superintendent Vilorio read the following:

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 2016, the 15-day period is from December 2 through December 16. 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.

Superintendent Vilorio conducted the election for President of the Board.

**Election of Board President**

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

Superintendent Vilorio called for nominations for President.

Member Brown moved to nominate and elect Jan Vickers as President of the Board.  
Member Normandin seconded.

Discussion: None.

Superintendent Vilorio called for the vote.

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to elect Jan Vickers as President of the Board.

**Election of Board Clerk**

President Vickers called for nominations for the position of Clerk of the Board of Education.

Member Brown moved to nominate and elect Dee Perry as Clerk of the Board.  
Member Normandin seconded.

Discussion: None

President Vickers called for the vote.

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to elect Dee Perry as Clerk of the Board.

**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 acknowledged the appointment of the Superintendent as Secretary to the Board.

**Appointment of Board Representatives to the Following Groups:**

The following members were appointed as representatives to outside organizations:

1. Community Coalition: Dee Perry Representative and Carol Normandin Alternate
2. District Representative for Orange County Nominating Committee and Orange County School Boards Association: Dee Perry Representative and Ketta Brown Alternate
3. Laguna Beach Council of PTAs: Jan Vickers Representative and Peggy Wolff Alternate
4. Laguna Beach Education Foundation School Power: Peggy Wolff Representative and Ketta Brown Alternate
5. Laguna Beach Education Foundation School Power Endowment: Ketta Brown Representative and Peggy Wolff Alternate

**Setting Meeting Dates, Time and Place for 2017**

Listed below are the recommended Regular Meeting dates for the Board of Education during 2017. These meetings will be held at a time to be determined by the Board of Education (typically the second and fourth Tuesday of the month at 6:00 p.m.) in the Board Room in the District Education Center, 550 Blumont Street, Laguna Beach, California.

Tuesday, January 10	Tuesday, May 9	Tuesday, September 12
Tuesday, January 24	Tuesday, May 23	Tuesday, September 26
<i>(Joint Meeting with City, Regular Meeting, &amp; Study Session)</i>		<i>(Study Session &amp; Meeting)</i>
Tuesday, February 14	Tuesday, June 13	Tuesday, October 10
Tuesday, March 14	Tuesday, June 27	Tuesday, October 24
<i>(Study Session &amp; Meeting)</i>		<i>(Study Session &amp; Meeting)</i>
Tuesday, March 28	Tuesday, July 18	Tuesday, November 14
Tuesday, April 11	Tuesday, August 22	Tuesday, December 12

Member Brown moved approval of the 2017 meeting dates as presented. Member Normandin seconded.

President Vickers called for the vote.

Motion carried by a vote of 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to approve the 2017 meeting dates.

### **Annual Reminders**

President Vickers 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.

### **CONSENT CALENDAR**

Member Brown moved approval of Consent Calendar items a – j. Member Wolff seconded.

Public Comment: None

Discussion:

- a. Approval of Minutes
  - i. November 15, 2016 Regular Meeting
  - ii. November 21, 2016 Special Meeting
- b. Approval/Ratification of Personnel Report
- c. Approval/Ratification of Conference/Workshop Attendance
- d. Approval of Acceptance of Gifts and In-kind donations – Checks Totaling \$2,065.00
- e. Approval of Agreements for Contracted Services – Special Education
- f. Approval of Agreements for Contracted Services – Technology
- g. Approval/Ratification of Warrants #388514 through #388807 in the amount of \$1,533,802.30 Dates: 11/14/2016 through 12/02/2016
- h. Approval/Ratification of Certificated Payroll 5A in the Amount of \$2,224,749.38  
Approval/Ratification of Classified Payroll 5B in the Amount of \$764,086.27  
Approval/Ratification of Certificated Payroll 5C in the Amount of \$9,300.00
- i. Approval/Ratification of Community Facilities District 98-1 (Crystal Cove) Administrative Fund Disbursements Totaling \$1,235.30

- j. Authorize the Assistant Superintendent of Business Services to File a Notice of Completion (NOC) for the Installation of New Walls at the Laguna Beach High School Library by World Wide Construction, for Recording by The County Clerk-Recorder

President Vickers called for the vote.

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to approve the consent calendar, items a – j.

## **ACTION ITEMS**

### **Approval of Board Policy 6171, Title 1 Programs**

Dr. Vilorio introduced the item.

Public Comment: None

Board Member Questions: Clarification was given on the program evaluation being addressed through the LCAP.

Member Normandin moved approval of Board Policy 6171, Title 1 Programs. Member Brown seconded.

Board Member Discussion: None

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to approve Board Policy 6171, Title 1 Programs.

### **Approval of Positive Certification of First Interim Report**

Mr. West introduced the item and stated this is the first report the Board receives from staff after the adoption of the budget.

Public Comment: None

Board Member Questions: Mr. West answered questions from the Board.

Member Brown moved approval the Positive Certification of the First Interim Report. Member Normandin seconded.

Board Member Discussion: None

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to approve the Positive Certification of the First Interim Report.



### **Approval of the College Readiness Block Grant**

Dr. Viloria introduced the item. He stated the Board received information of identified expenditures under the grant at the November 15 Board meeting. The District has three years to spend funds provided by the grant.

Public Comment: None

Board Member Questions: None

Member Brown moved approval of the College Readiness Block Grant. Member Normandin seconded.

Board Member Discussion: President Vickers stated she appreciates the work that staff does to identify and receive grants.

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to approve the College Readiness Block Grant.

### **Approval to Award an Independent Contractor Agreement with Dr. Jenny Grant Rankin in an Amount Not-to-Exceed \$2,000.00**

Dr. Viloria introduced the item. The work Dr. Rankin will do with staff is related to GATE program resources for staff and parents.

Public Comment: None

Board Member Questions: None

Member Brown moved approval to award an independent contractor agreement with Dr. Jenny Rankin Grant in an amount not-to-exceed \$2,000.00. Member Normandin seconded.

Board Member Discussion:

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to award an independent contractor agreement to Dr. Jenny Rankin Grant in an amount not-to-exceed \$2,000.00.

### **Approval for the Purchase and Pilot of Read 180 Universal and System 44 Next Generation Supplementary Reading Intervention Programs in the Amount of \$118,900.00**

Dr. Viloria introduced the item. The pilot will be conducted at the elementary schools and middle school.

Public Comment: None

Board Member Questions: Dr. Vioria answered Board questions regarding student participation numbers.

Member Normandin moved approval for the purchase and pilot of Read 180 Universal and System 44 Next Generation Supplementary Reading Intervention programs in the amount of \$118,800.00. Member Brown seconded.

Board Member Discussion: None

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to approve the College Readiness Block Grant.

**Approval to Pilot the ILit ELL Program from Pearson Education for Supplementary Intervention Support for ELA/ELD Program 5 in the Amount of \$1,900.00**

Dr. Vioria introduced the item. The pilot will be used and the middle school and high school.

Public Comment: None

Board Member Questions: Dr. Vioria answered Board questions regarding program 5.

Member Normandin moved approval to pilot the ILit ELL program from Pearson Education for supplementary intervention support for ELA/ELD Program 5 in the amount of \$1,900.00. Member Brown seconded.

Board Member Discussion: None

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to approve piloting the ILit ELL program from Pearson Education for supplementary intervention support for ELA/ELD Program 5 in the amount of \$1,900.00.

**Approval to Award Contract for Playground Turf Installation at Top of the World Elementary School to Kya Services, Inc., in the Amount of \$80,031.29**

Mr. West introduced the item.

Public Comment: None

Board Member Questions: None

Member Brown moved approval to award a contract for playground turf installation to Top of the World Elementary to Kya Services, Inc., in the amount of \$80,031.29. Member Normandin seconded.

Board Member Discussion: None

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to award a contract for playground turf installation to Top of the World Elementary to Kya Services, Inc., in the amount of \$80,031.29

### **Adjournment**

Member Brown moved to adjourn to Closed Session. Member Normandin seconded.

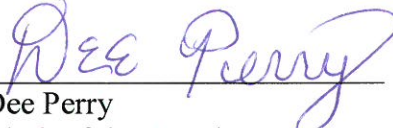
President Vickers called for the vote.

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to adjourn to Closed Session at 7:38 p.m.

Member Normandin moved to adjourn to Closed Session. Member Brown seconded.

President Vickers called for the vote.

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to adjourn the meeting. The meeting adjourned at 8:53 p.m.

  
Dee Perry  
Clerk of the Board  
January 10, 2017