

# **Laguna Beach Unified School District**

## **Board of Education Minutes of Regular Meeting September 24, 2019**

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### **Call to Order**

The Regular Meeting of the Board of Education was called to order at 5:30 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 – absent for Closed Session. Arrived at 5:50 p.m.  
                             Peggy Wolff  
                             Dee Perry  
                             Jim Kelly

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

There were no public comments.

### **Adjourn to Closed Session**

Member Wolff moved to adjourn to Closed Session. Member Perry seconded. Motion carried 4-0-1. Members Vickers, Wolff, Perry and Kelly voted yes to adjourn to Closed Session at 5:30 p.m. Member Normandin was absent for Closed Session. The following item was discussed:

#### **A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION- SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO PARAGRAPH (2) OR (3) OF SUBDIVISION (D) OF GOVERNMENT CODE 54956.9**

Member Wolff moved to adjourn from Closed Session. Member Kelly seconded.

Motion carried 4-0-1. Members Vickers, Wolff, Perry, and Kelly voted yes to adjourn to from Closed Session at 5:48 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  
Michael Keller, Director, Social Emotional Support  
Chad Mabery, Director, Assessment & Accountability  
Irene White, Director, Special Education  
Ryan Zajda, Director, Facilities  
Mike Conlon, Director, Human Resources  
Chris Duddy, Principal, El Morro Elementary  
Doug Kramer, Interim Principal, Top of the World Elementary  
Jenny Salberg, Principal, Thurston Middle School  
Jason Allemann, Principal, Laguna Beach High School

**Pledge of Allegiance**

President Vickers invited Student Board Representative, Kalohe Danbara, 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 Normandin moved adoption of the agenda. Member Wolff seconded.

Discussion: None

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

**Recognitions**

None.

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

There were no public comments for items not on the agenda.

**Reports**

**Student Board Representatives – Drew Fink and Kalohe Danbara**

- El Morro
  - PTA Reflections Art Contest
  - PAL interviews
- TOW
  - Back to School Bonanza Friday, September 27
- TMS
  - 6<sup>th</sup> grade students returned from science camp
  - TMS Talks
  - Career Talk
- LBHS
  - College Professor, Kyle Jenkins, spoke to creative writing classes on college essays
  - Homecoming game and dance approaching
  - Back-to-School night
  - Club roundup

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

- Visited all sites and delivered cookies with CSEA representative
- Attended CSEA Health Symposium with Elizabeth Phillips
- Boo Grams, CSEA Scholarship Fundraiser forthcoming

**LaBUFA Representative – Sara Hopper, LaBUFA V President**

- Thanked administration for the first day of school breakfast treats at all sites
- Attended CTA insurance meeting
- Shared Teacher, Mark Alvarez was featured in the National Education Association online publication

**School Resource Officer – Cornelius Ashton**

- Attended suicide prevention training at LBHS with Alex Aronson
- Attended El Morro PTA meeting safety presentation
- Participated in El Morro PALS interviews
- September 20 was LBPd Fallen Officers Remembrance
- Hosted a Club Leadership Conference at LBHS

**Board Members**

Board members reported as follows:

**Member Kelly**

- No report

**Member Perry**

- Attended School Power Endowment meeting
- Attended El Morro PTA meeting safety presentation
- Attended PTA Coffee Talk for LBUSD Back to School Report

**Member Wolff**

- Attended Dr. Jensen's presentation on college applications and essays
- Attended CCA meeting

**Member Normandin**

- Attended Dr. Jensen's presentation on college applications and essays
- Attended Community Coalition presentation at City Hall meeting
- Commented on appreciation for ParentSquare
- Congratulated Dr. Vilorio on his invitation to attend the Suburban Superintendents conference

**President Vickers**

- Attended CCA meeting
- Commented on great turnout at LBHS Back to School night
- Attended El Morro PTA meeting safety presentation
- Attended PTA Coffee Talk for LBUSD Back to School Report

**Superintendent Vilorio**

- No report

**Cabinet**

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

- No report

**Jeff Dixon, Assistant Superintendent, Business Services**

- No report

**Principal**

**Jason Allemann, Ed.D., Laguna Beach High School**

Dr. Allemann presented information on the WASC process and outcomes for LBHS.

**Public Hearing**

Ensure Availability of Textbooks and Instructional Materials for the 2019-2020 school year and Certification of Provision of Standards-Aligned Instructional Materials Per Education Code Sections 60119 and 60422(b). Notice of Public Hearing was posted on September 9, 2019. (Resolution #19-07 is brought for approval under Action Item 18)

Public Hearing Opened 6:42 p.m.

There were no public comments or questions.

Public Hearing Closed 6:42 p.m.

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## CONSENT CALENDAR

President Vickers pulled item a.i. to be voted on separately.

Member Perry pulled item c to be voted on separately.

Public Comment: Sheri Morgan addressed the Board regarding the September 10 minutes.

- a. Approval of Minutes
  - i. ~~September 10, 2019 – Special Meeting Minutes~~ pulled to be voted on separately
  - ii. August 27, 2019 – Regular Meeting Minutes
- b. Approval/Ratification of Personnel Report
- c. ~~Approval Conference/Workshops – Superintendent~~ pulled to be voted on separately
- d. Approval of Student Field Trips
- e. Approval of Acceptance of Gifts – Check Totaling \$10,000.00
- f. Agreements for Contracted Services - Special Education
- g. Approval of Agreements for Contracted Services – Technology Services
- h. Approval/Ratification of Certificated Payroll 2A in the Amount of \$462,902.37  
Approval/Ratification of Classified Payroll 2B in the Amount of \$620,200.33
- i. Approval/Ratification of Warrants #398669 through #398977 in the amount of \$2,868,601.24 Dates: 08/16/2019 through 09/13/2019
- j. Approval of Independent Contractor Agreement with Jennifer McCluan in an Amount Not-to-Exceed \$3,000 for the 2019-20 School Year to Provide Consultation Services for NGSS Implementation
- k. Approval of Agreement for Renewal of Contracted Services with West Health Advocate Solutions, Inc., to Provide Employee Online Wellness Services with a Not-to-Exceed Amount of \$23,000
- l. Approval for Renewal of Contract with FORECAST5 Analytics for Two Years in An Amount Not-to-Exceed \$17,980 Each Year
- m. Approval of School Connected Organizations for 2019-2020
- n. Approval of Community Facilities District 98-1 (Crystal Cove) Administrative Expense Fund Disbursements Totaling \$1,800.00
- o. Approval for Continuance of Current Meal Prices for the Nutrition Services Program for 2019-2020

Member Kelly moved approval of Consent items 13.a.ii, b, and d – o. Member Normandin seconded.

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

Member Normandin moved approval of Consent item a.i. Member Wolff seconded.

Motion carried 3-0-2. Members Vickers, Normandin, and Wolff voted yes. Members Perry and Kelly abstained as they were not in attendance for that meeting.

Member Normandin moved approval of item c. Member Perry seconded.

Member Perry asked about the history of out of state travel and if any changes in who is allowed to attend have been made.

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

## **INFORMATION ITEMS**

### **Preparation and Opening of the 2019-2020 School Year**

Dr. Vilorio and staff presented on the preparation and opening of the 2019-2020 school year.

Public Comment: Sheri Morgan commented on continuous improvement.

### **Monthly Financial Update – August 2019**

Mr. Dixon presented the Monthly Financial Update to the Board of Education, which included an overview of the district's pension liability for STRS and PERS.

### **Review Request for Singing of a Patriotic Song at Board Meetings**

Mr. John Briscoe, Board President for Ocean View School District, has requested the LBUSD Board of Education adopt a resolution to incorporate singing of a patriotic song at each LBUSD Board meeting.

Public Comment: Jade Micholedi read the proposed resolution and her mother sang "Proud to Be an American."

The Board discussed the request. There was no consensus to bring the resolution back as an action item.

## **ACTION ITEMS**

### **Approval of Memorandum of Understanding between College and Career Advantage (CCA) and Laguna Beach Unified School District to Employ District and CCA Teachers to Offer Career Technical Education (CTE) Elective Courses at Laguna Beach High School During the 2019-2020 School Year**

Mrs. Winston stated this annual memorandum of understanding identifies courses to be hosted on the Laguna Beach High School campus.

Public Comment: None

Member Wolff moved approval. Member Kelly seconded.

Board members commented it is nice to have more classes on our high school campus.

Student Board Representative Fink cast a provisional vote in favor.

Motion carried 4-0-1. Members Vickers, Wolff, Perry and Kelly voted yes. Member Normandin had left the room temporarily.

**Approval of Resolution No. 19-07: Ensure Availability of Textbooks and Instructional Materials for 2019-2020 Per Education Code Section 60119**

Mrs. Winston introduced the item.

Public Comment: None

Board Member Questions: None

Member Wolff moved approval. Member Kelly seconded.

Student Board Representative Fink cast a provisional vote in favor.

Motion carried 5-0 by a roll call vote. Members Vickers, Normandin, Wolff, Perry and Kelly voted yes.

**Approval of Resolution 19-08: Support for National Bullying Prevention Month**

Dr. Vioria introduced the item stating this is a great opportunity to highlight the importance of prevention and intervention related to bullying.

Public Comment: Sheri Morgan commented.

Board Member Questions: None

Member Normandin moved approval. Member Wolff seconded.

Board Discussion: Student Board Representative Fink asked if the resolution included cyberbullying. Staff confirmed it does.

Student Board Representative Fink cast a provisional vote in favor.

Motion carried 5-0 by a roll call vote. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

**Approval of Resolution 19-09: Designation of Representative and Alternate for Western Orange County Workers' Compensation Joint Powers Authority**

Mrs. Winston stated changes in the administrative structure necessitate a change in representatives

Public Comment: None

Member Kelly moved approval. Member Wolff seconded.

Student Board Representative Fink cast a provisional vote in favor.

Motion carried 5-0 by a roll call vote. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

**Approval of Memorandum of Understanding with Capistrano Unified School District to Provide Orientation and Mobility Services to LBUSD Students**

Mrs. Winston introduced the item.

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.

**Approval of Learning Ally Inc. Multi-Year License Agreement to Provide Library of Audiobooks for Students with Reading Impairments in an Amount Not-to-Exceed \$21,514.50**

Mrs. Winston stated this is a three-year license agreement.

Public Comment: None

Member Normandin moved approval. Member Wolff seconded.

Member Perry asked how many students per year use this service. A rough estimate of approximately 50 was given; however the numbers are not clear as the licensing requirements have changed.

Student Board Representative Fink cast a provisional vote in favor.

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



**Approval of Dr. Chad Mabery as Designee for the South Orange County Regional Consortium (SOCRC). Adult Education Consortium Program (AECP) Assembly Bill 86 (AB 86)**

Mrs. Winston introduced the item.

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.

**Approval to Purchase of Audio/Visual Recording System to Live Stream Board Meetings with Live Closed Captions from Swagit Productions LLC at a Cost Not-to-Exceed \$96,000**

Mike Morrison introduced the item and reviewed the products to be purchased, the integration with BoardDocs Pro and the budget impact.

Public Comment: Sheri Morgan commented.

Member Wolff moved approval. Member Kelly seconded.

Board members asked about the warranty, specific cost details, and stats. Mr. Morrison provided more information.

Student Board Representative Fink cast a provisional vote in favor.

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

**Approval of Agreement for Contracted Services with Diligent Corporation for Boarddocs Pro, a Web-Based Service for Online Agendas, for an Annual Recurring Cost of \$10,000**

Dr. Vilorio introduced the item. BoardDocs works seamlessly with Swagit. Staff viewed several different online agenda products prior to selection BoardDocs.

Public Comment: None

Board Member Questions: Will the Board receive the agenda earlier than Friday before a Tuesday meeting? Dr. Vilorio stated as there is a learning curve, that commitment could not be made at this time.

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.

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

Public Comment: Sheri Morgan suggested the Board consider an agenda item to review electronic communications with the Board. That the Board review Board Bylaws 9005 and 9000.

Member Kelly thanked staff for the WASC and Pension Liability reports and looks forward to the campus security update.

Member Perry commented on the vaping discussion at the City Council meeting and asked with the district's next steps are regarding student vaping. She asked for a plan on what the district is doing about vaping. She acknowledged Mindy Hawkins for her work with students on this topic.

Member Wolff stated she had previously requested a legal opinion to clarify electronic communications.

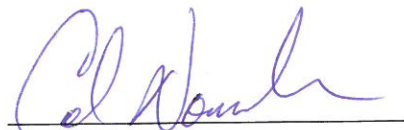
### **Adjournment**

Member Normandin moved to adjourn. Member Wolff seconded.

The next regular Board meeting is scheduled for October 8, 2019.

Student Board Representative Fink cast a provisional vote in favor.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes to adjourn the meeting. The meeting adjourned at 8:31 p.m.



Carol Normandin  
Clerk of the Board  
October 8, 2019