Laguna Beach Unified School District

Board of Education
Minutes of Regular Meeting
November 18, 2014

Call to Order

The Regular Meeting of the Board of Education was called to order by Board President Vickers at 6:00 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
Theresa O'Hare
Betsy Jenkins
William Landsiedel

Public Comment on Closed Session Items

There was no public comment.

Adjourn to Closed Session

It was moved by Clerk Brown, seconded by Member Landsiedel, to adjourn to Closed Session. President Vickers called for the vote.

Motion carried by a vote of 5-0, with members Vickers, Brown, O'Hare, Jenkins, and Landsiedel voting yes to adjourn to Closed Session.

The meeting adjourned to Closed Session at 5:34 p.m. to discuss the following:

A. **STUDENT EXPULSION**
(Pursuant to Education Code §48918)

B. **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**
(Pursuant to Education Code §54957)

It was moved by Clerk Brown, seconded by Member Jenkins, to adjourn Closed Session and reconvene Open Session.

President Vickers called for the vote.

Motion carried by a vote of 5-0, with members Vickers, Brown, O'Hare, Jenkins, and Landsiedel voting yes to adjourn Closed Session and reconvene Open Session. The Board adjourned Closed Session at 5:30 p.m.

Open session was reconvened and the meeting was called to order at 6:00 p.m.

Present at Board Meeting

Members Present:	Jan Vickers Ketta Brown Theresa O'Hare Betsy Jenkins William Landsiedel
Employee Group Representatives:	Linda Barker, President LaBUFA Elizabeth Phillips, Vice President, CSEA
Staff:	Sherine Smith, Superintendent Dean West, Assistant Superintendent of Business Services Victoria Webber, Executive Assistant Irene White, Director, Special Education/Student Services Shannon Soto, Director Fiscal Services Jeff Dixon, Director of Facilities Mike Morrison, Chief Technology Officer Amy Kernan, Coordinator, Assessment and Accountability Chris Duddy, Principal, El Morro Mike Conlon, Principal, Top of the World Christopher Herzfeld, Principal, LBHS Kevin Yates, Public Communications and Relations Liaison

Pledge of Allegiance

President 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

President Vickers reported no action was taken in Closed Session.

Adoption of Agenda

It was moved by Clerk Brown, seconded by Member Landsiedel, to approve the agenda.

Discussion:

President Vickers called for the vote.

Motion carried by a vote of 5-0, with members Vickers, Brown, O'Hare, Jenkins, and Landsiedel voting yes to adopt the agenda.

Special Recognition

Recognition of El Morro and Top of the World Elementary Students who participated in the *16th Annual Laguna Beach Plein Air.*

Mr. Duddy, Principal of El Morro Elementary School, and Mr. Conlon, Principal of Top of the World Elementary School gave an overview of the Laguna Beach Plein Air art experience and introduced the students that participated. All students in attendance shared their artwork and two students from each school shared about their experience. While not all students were able to attend, all who participated in the program are listed below:

El Morro	Top of the World
Evelyn Alonso	Sydney Freeman
London Boyd	Lila Goldstein
Jacob Castro Lopez	Ava Griffiths
Natessa Fratantaro	Aubrey Kansriddle
Jared Hammett	Kate Motherway
Tatiana Nunn	Grace Sextro
Holly Roach	Cameron Taylor
Mia Tacklind	Mary Jean Walker

Recognition of outgoing Trustees
Betsy Jenkins - Board Member 2002 – 2014
Theresa O'Hare - Board Member 2006 – 2014

Betsy Jenkins and Theresa O'Hare were recognized and honored for their terms of services to the students and staff of the Laguna Beach Unified School District. The following people offered praise and well wishes to both Betsy and Theresa.

Jan Vickers	Margaret Warder	Jenny Salberg
Ketta Brown	Elizabeth Phillips	Bill O'Hare
Bill Landsiedel	Mike Conlon	Gary Jenkins
Sherine Smith	Chris Duddy	
Linda Barker	Chris Herzfeld	

Betsy and Theresa both shared heartfelt comments.

Public Comment (Non- Agenda Items)

Mrs. Sheri Morgan addressed the Board. She thanked Betsy Jenkins and Theresa O'Hare for their service to the students and families in the District.

Mrs. Morgan asked that the Board table all actions items until the two new Board members are seated.

Reports

Student Representatives – Colby and Collette
Colby and Collette's update included:

- Food drive ends Tuesday, November 24
- November 30 is National Aids Awareness Days
- Fall athletics ending
    - Girl's Tennis moved on to State CIF
    - Boy's Water polo CIF semi-finals
    - Boy's Sand Volleyball won inaugural season

LaBUFA Representative – Linda Barker, LaBUFA President
Mrs. Barker's update included:

- Writing lessons at El Morro and Top of the World
- New Houghton Mifflin math program
- Preparing CCSS Hot Sheet for K-12 teachers
- Teachers are focusing on engagement and active learning strategies
- Training on part two of Thinking Maps to improve the rigor of reading and writing
- Welcomed new math teacher Cyrus Wang and English Learner TOSA Yadhira (Yadi) Rojas.
- Reported on writing at high school as well as use of Chromebooks
    - Kagan training will be offered in December
- Thurston is focused on writing

CSEA Representative – Elizabeth Phillips, CSEA Vice President
Ms. Phillip's update included:

- CSEA Fall Boo-Gram fundraiser earned $1,340 for scholarships
- CSEA Board elections completed. The executive Board is: Margaret Warder, Elizabeth Phillips, Durinda Klein, Jackie Parker, and Rich Carey
- Reclassification Committee finished reviewing and modifying positions within the Business Department, which have been vetted and approved by CSEA
- TMS staff development included all staff

PTA Council – Kathleen Fay
Ms. Fay's report included:

- Thank you to all who supported the annual TMS Sport Swap
- PTA Reflections artwork displayed on November 20 in the TMS Library
- LBHS PTA Winterfest holiday boutique December 6 from 10 am – 3 pm
- LBHS PTA Coffee Break November 19
- Thanked Irene White and Amy Kernan for attending PTA Council meeting
- Thanked Betsy Jenkins and Theresa O'Hare

SchoolPower -

- No report

Board Members
Board members reported as follows:

Member Landsiedel

- Attended the final football game for this school year; thanked Mr. Herzfeld and the LBHS staff
- Attended the SchoolPower Endowment Board meeting where he shared information on the District's work towards a facilities master plan

Member Jenkins

- No report

Member O'Hare

- Stated that tickets for the high school performance of Midsummer Night's Dream are available for sale

Clerk Brown

- Attended Patrick Callahan CCSS math parent night and found it very informative and worthwhile

President Vickers

- Also attended the Patrick Callahan CCSS math parent night. Noted the evening was well attended and Mr. Callahan clarified math pathways
- Attended the Curriculum Council meeting and shared the enthusiasm of teachers who are working to include more students and seek A-G approval
- Thanked Victoria for Board Handbook
- Thanked Amy Kernan for doing LCAP presentation at El Morro Elementary
- Complimented Dean West and Jeff Dixon on the comprehensive presentation they gave at the November 12 Board Study Session
- Commented that SchoolPower is enthusiastic about the 4CLE project

Superintendent Smith

- Thanked Amy Kernan for stepping in on Darlene Messinger's behalf at the meeting
- Thanked Dean West for all his work while other staff members have had to be out of the office
- Thanked Betsy and Theresa for their service

Cabinet

Amy Kernan, Coordinator on behalf of Darlene Messinger, Assistant Superintendent, Instructional Services

- Thanked the Board

Leisa Winston, Director, Human Resources and Public Communication

- No Report - Absent

Dean West, Assistant Superintendent, Business Services

- Thanked Betsy and Theresa

Consent Calendar

President Vickers called for a motion to approve the Consent Calendar.

It was moved by Clerk Brown, seconded by Member O'Hare, to approve the consent calendar, items a-m:

a. Approval of Minutes
   a. October 27, 2014 Special Meeting
   b. October 28, 2014 Regular Meeting

b. Approval of Personnel Report

c. Approval of Conference/Workshop Attendance

d. Field Trip(s)

e. Approval of Agreements for Contracted Services – Special Education

f. Approval of Warrants #381231 through 381422 in the amount of $1,114,693.40
   Dates: 10/23/14 through 11/12/14

g. Approval of Acceptance of Gifts – Checks Totaling $184,917.28

h. Ratification of Certificated Payroll 03A in the Amount of $1,884,565.69
   Ratification of Classified Payroll 03B in the Amount of $564,679.35
   Ratification of Certificated Payroll 03C in the Amount of $34,596.65

i. Approval of Establishment of Annual Organizational Meeting

j. Approval of Capistrano Unified School District Personnel Reimbursement Agreement

k. Agreement with Maxim Healthcare Services, Inc. for Contracted LVN Services in an amount not to exceed $3,840.00

l. Approval of Award of Contract for Furniture and Accessories to Culver-Newlin Inc., and Concepts, based on Hawthorne School District piggyback purchasing bid #13-14-1.

m. Approval of Recommended Expulsion for Laguna Beach High School Student

Discussion: The total amount of the Conferences/Workshops is correct, however, there is a lodging charge on the Safety and Security workshop that should not be included and will be deleted.

President Vickers called for the vote.

Motion carried by a vote of 5-0, with members Vickers, Brown, O'Hare, Jenkins, and Landsiedel voting yes to approve the Consent Calendar, items a-m.

Information Items

El Morro and Top of the World Elementary Schools: Bring Your Own Device (BYOD) Update
Mike Morrison, Chief Technology Officer, Chris Duddy, Principal of El Morro Elementary School, and Mike Conlon, Principal of Top of the World Elementary School, gave an informational presentation on the 5th grade Bring Your Own Device (BYOD) pilot at El Morro and Top of the World.

The Board offered comments.

Item 15 was moved before item 14.

Career Guidance Specialist for South Coast ROP
Career Guidance Specialist for South Coast ROP, Dawn Hunnicutt, shared new developments at the South Coast ROP, including the addition of three classes to enhance STEM options for students.

The new classes that will be offered to the Spring 2015 schedule are:

Engineering Technology, Programming/Coding, and Sports Medicine. The Sports Medicine course is a UC approved a-g course. These classes will be offered after the regular school day. Jan Vickers and Theresa O'Hare noted that students prefer classes outside of the bell schedule. Mrs. Vickers also stated she prefers to offer the classes in the evening so they don't conflict with athletic or drama practices.

Dawn Hunnicutt noted that ROP would like a dedicated classroom.

Healthy Kids Survey Results
Amy Kernan gave an informational presentation on the California Healthy Kids Survey data. Darlene and Amy will provide a follow-up report to the Board that will include longitudinal data, resilience/safety protective factors, and mental health.

Board Policies – First Reading of New and/or Revised Board Policies, Board Bylaws, and Administrative Regulations
The following Board Policies, Administrative Regulations, and Board Bylaws were presented for a first reading.

a.	BP	5035	Inter-district Transfers
b.	BP/AR	5141.21	Administering Medication/Monitoring Health Conditions
c.	BP/AR	5141.27	Food Allergies/Special Dietary Needs
d.	BB	9321	Closed Session Purposes and Agendas
e.	BB	9321.1	Closed Session Actions and Reports
f.	BB	9322	Agenda/Meeting Materials
g.	BB	9323	Meeting Conduct
h.	BB	9323.2	Actions By The Board

i.	Exhibit	9323.2	Actions By The Board
j.	BB	9324	Minutes and Recordings
k.	BB	9400	Board Self-Evaluation

Board Policy 5035

Discussion ensued regarding modifying the definition of full-time employee from eight hours to six hour, benefited employee.

Theresa O'Hare indicated she received a couple of calls from people who are concerned about adding students when schools have capacity issues, as well as concerns regarding additional costs. She noted that Jen Merritt brought up a concern at the Board Study Session about not enough classrooms for every teacher to have their own room at the high school.

Bill Landsiedel stated he is not opposed to the modification of the language, but the District should at least provide an estimated cost.

Ketta Brown believes that any fully benefited employee should be eligible to enroll their children in our schools.

This policy will be brought back for a second reading at the December 9 meeting.

Board Policy and Administrative Regulation 5141.21

Approved to bring back for a second reading

Board Policy and Administrative Regulation 5141.27

Approved to bring back for a second reading

Board Bylaws and Exhibit

The Board Bylaws will be sent back to the Board Policy committee for review and brought back for a first reading at a future meeting.

Appointment by the LBUSD Board of Education of two Board representatives and one alternative representative to serve on the South Coast ROP Board

It was moved by Clerk Brown, seconded by Member O'Hare to table the appointment of two Board representatives and one alternative representative to serve on the South Coast ROP Board to the December 9, 2014 meeting.

Discussion: Due to timing of elections, and so that all Board members, including the new Board members, could be considered and to minimize turn-over on the ROP Board, it is suggested this item be tabled and moved to December 9.

President Vickers called for the vote.

Motion carried by a vote of 5-0, with members Vickers, Brown, O'Hare, Jenkins, and Landsiedel voting yes to table and re-agendize on the December 9, 2014 meeting.

Central Office Efficiency Committee Recommendations – Phase 2 Business Services Division

It was moved by Clerk Brown, seconded by Member Landsiedel, to approve the revisions to two job descriptions and reclassify three positions in the Business Services Division as recommended by both the Central Office Efficiency Committee and the Re-Classification Committee.

Discussion: Mr. West gave an overview of the proposed redistribution of duties through the revision of two job descriptions and the reclassification of three positions in Business Services.

President Vickers called for the vote.

Motion carried by a vote of 5-0, with members Vickers, Brown, O'Hare, Jenkins, and Landsiedel voting yes to approve the revisions to two job descriptions and reclassify three positions in the Business Services Division as recommended by both the Central Office Efficiency Committee and the Re-Classification Committee

Positive Certification of First Interim Report

It was moved by Clerk Brown, seconded by Member O'Hare, to approve a positive certification of the First Interim Financial Report for 2014-2015.

Discussion: Mr. West presented a report on the First Interim Budget, highlighting the increases to revenue as well as the adjustments to expenditures.

President Vickers called for the vote.

Motion carried by a vote of 5-0, with members Vickers, Brown, O'Hare, Jenkins, and Landsiedel voting yes to approve a positive certification of the First Interim Financial Report for 2014-2015.

Award of Contract with Konica Minolta Business Solutions USA Inc. for a Not-To-Exceed Amount of $78,000 for Konica Digital Copy Equipment under California Department of General Services (DGS) Multiple Award Schedule (CMAS) Contract No. 3-02-36-0052A replacing four copiers the Laguna Beach High School.

It was moved by Clerk Brown, seconded by Member Jenkins, to approve the award of a contract for a not-to-exceed amount of $78,000 to Konica Minolta Business Solutions USA, Inc. to purchase Digital Copy Equipment under California DGS CMAS Contract No. 3-02-36-0052A to replace four copiers at the Laguna Beach High School.

Discussion: Mr. West stated the purchase will be significantly less than renewing a Xerox lease and the per copy price is much less.
President Vickers called for the vote.

Motion carried by a vote of 5-0, with members Vickers, Brown, O'Hare, Jenkins, and Landsiedel voting yes to approve the award of a contract for a not-to-exceed amount of $78,000 to Konica Minolta Business Solutions USA, Inc. to purchase Digital Copy Equipment under California DGS CMAS Contract No. 3-02-36-0052A to replace four copiers at the Laguna Beach High School.

Award of Contract to Golden Star Technology (GST), Inc., for the Classroom TV Monitors Equipment and Installation.

It was moved by Clerk Brown, seconded by Member Landsiedel, to approve the award of a contract to Golden Star Technology (GST), Inc. for the classroom TV monitors equipment and installation. Approval of this contract is from November 19, 2014 through November 19, 2017.

Discussion: Mr. West gave background information on the bid and GST as a responsive bidder. Approving this bid will allow the District to spend over $87,000 if needed on 60", 70", and 80" monitors. He stated this bid has been vetted through OCDE legal counsel and there is no minimum order required.

President Vickers called for the vote.

Motion carried by a vote of 5-0, with members Vickers, Brown, O'Hare, Jenkins, and Landsiedel voting yes to approve the award of a contract to Golden Star Technology (GST), Inc. for the classroom TV monitors equipment and installation. Approval of this contract is from November 19, 2014 through November 19, 2017.

Resolution #14-24: Authorization to close the Community Facilities District Fund 49.

It was moved by Member Jenkins, seconded by Member Landsiedel, to authorize the closing of the Community Facilities District Fund 49.

Discussion: Mr. West stated that Fund 49 has not been used by the District since 2005 and that closing it is at the request of the Orange County Department of Education.

President Vickers called for a roll call vote.

Motion carried by a vote of 5-0, with members Vickers, Brown, O'Hare, Jenkins, and Landsiedel voting yes to authorize the closure of the Community Facilities District Fund 49.

Delay the award of contract for the tennis court project in the amount of $1,362,852 to CS Legacy and direct staff to obtain a final decision from the City, including approval by the City Council, to fund 70% of the project according to the terms of the Joint Use Agreement between the City and LBUSD.

It was moved by Member O'Hare, seconded by Clerk Brown, to direct staff to engage with the City related to sharing in 70% of the total costs associated with the tennis court project as bid. This action would necessitate delaying the award of the bid to CS Legacy until the City decides whether they will participate in the cost sharing as previously described. If the City participated

by sharing at 70% of the costs, staff will bring a recommendation to award the tennis court project bid at a future Board meeting. If the City decides not to participate in the cost sharing, staff will report back to the Board of Education so that future action may be decided.

Discussion: Mr. West, with guidance from the Board, agreed to draft a letter to follow up with the City. The Facilities Committee will review prior to finalizing.

President Vickers called for the vote.

Motion carried by a vote of 5-0, with members Vickers, Brown, O'Hare, Jenkins, and Landsiedel voting yes to direct staff to engage with the City related to sharing in 70% of the total costs associated with the tennis court project as bid. This action would necessitate delaying the award of the bid to CS Legacy until the City decides whether they will participate in the cost sharing as previously described. If the City participated by sharing at 70% of the costs, staff will bring a recommendation to award the tennis court project bid at a future Board meeting. If the City decides not to participate in the cost sharing, staff will report back to the Board of Education so that future action may be decided.

Adjournment

It was moved by Clerk Brown, seconded by Member Jenkins, to adjourn the meeting.

Discussion: President Vickers stated the next regular meeting is December 9, 2014.

President Vickers called for the vote.

Motion carried by a vote of 5-0, with members Vickers, Brown, O'Hare, Jenkins and Landsiedel voting yes to adjourn the meeting.

Open Session was adjourned at 9:19 p.m.

Ketta Brown
Clerk of the Board
December 9, 2014