LAGUNA BEACH UNIFIED SCHOOL DISTRICT

Laguna Beach, California

Board of Education
Minutes of Regular Meeting
December 10, 2013

Call to Order

The Regular Meeting of the Board of Education was called to order by Board President Landsiedel at 5:02 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: William Landsiedel
Jan Vickers
Ketta Brown
Theresa O'Hare
Betsy Jenkins

Public Comment on Closed Session Items

There were no speakers on closed session items.

Adjourn to Closed Session

It was moved by Member Vickers, seconded by Member Brown to adjourn to Closed Session. President Landsiedel called for the vote. Motion carried 5-0; with all members, (Brown, Jenkins, Landsiedel, O'Hare, and Vickers) voting yes. The meeting adjourned to Closed Session at 5:02 p.m. to discuss the following:

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

B. NEGOTIATIONS
(Pursuant to 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

It was moved by Member Brown, seconded by Member Vickers to adjourn Closed Session. President Landsiedel called for the vote. Motion carried 5-0; with all members, (Brown, Jenkins, Landsiedel, O'Hare, and Vickers) voting yes. The Board adjourned Closed Session at 5:58 p.m.

Present at Board Meeting

Members Present:	William Landsiedel Jan Vickers Ketta Brown Theresa O'Hare Betsy Jenkins
Employee Group Representatives:	Linda Barker, President LaBUFA Margaret Warder, President, CSEA
Staff:	Sherine Smith, Superintendent Dean West, Assistant Superintendent of Business Services Darlene Messinger, Assistant Superintendent, Instructional Services Leisa Winston, Executive Director, Human Resources Ted Doughty, Director, Facilities Irene White, Director, Special Education/Student Services Shannon Soto, Director of Fiscal Services Joanne Culverhouse, Principal, LBHS Jenny Salberg, Principal, Thurston MS Chris Duddy, Principal, El Morro Kevin Yates, Public Communications and Relations Liaison Victoria Webber, Executive Assistant
Student Representatives:	Natalie Kimball and Annie Brown

Pledge of Allegiance

Mr. Landsiedel invited Kevin Yates, Public Communications and Relations Liaison, 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.

Announcement of Closed Session Decision(s)

President Landsiedel stated there was nothing to report from Closed Session.

Adoption of Agenda

It was moved by Member Brown, seconded by Member Vickers to approve the revised agenda with the following revisions: Add item 17, Job Description: Chief Technology Officer, and move the report of the student representatives to special recognitions.

There was no discussion. President Landsiedel called for the vote. Motion carried by a vote of 5-0; with all members, (Brown, Jenkins, Landsiedel, O'Hare, and Vickers) voting yes to adopt the agenda as revised.

Special Recognitions

Student representatives Natalie Kimball and Annie Brown provided the Board with an informative update on events at the high school, which included the following:

- PRIDE cards for positive student behavior
- Future Psychology class

- Holiday Boutique
- Community Service Update
- Common Core Site Leaders
- Dance Show
- Cross Country, both teams placed 2nd at State meet and are ranked 1st in the State
- Winter sports update
- ASB –
    - Making winter wishes come true
    - Giving Tree – students donate to children from Boys and Girls Club
- Board Member Landsiedel announced that both Annie and Natalie are on the Cross Country Team and Natalie is the number one runner for the Girls Cross Country Team

Principal Joanne Culverhouse introduced Mr. Jeremy Chung, music teacher at Laguna Beach High School, who directed the strings students in a musical performance. Students were introduced.

Board members commented on the progress of the expanded music program and thanked Mr. Chung, the students, and their parents.

Principal Chris Duddy recognized El Morro and Top of the World Elementary students whom were invited to participate in the Laguna Plein Air art program. Nine of the participating students were able to attend the Board meeting and each brought their artwork to share. Board members shared comments, recognizing the historical significance of the arts in Laguna Beach. Members also thanked teachers, participating teacher artists, and the students.

Public Comment (Non- Agenda Items)

Mr. Ray Thornton addressed the Board regarding a previous request from a community member to eliminate football from the school program. Mr. Thornton disagrees with that request and believes the program should be made stronger.

Reports

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

- Acknowledgment of student representatives and student artists for their connection to the Common Core and the Habits of Mind
- Elementary Schools completed parent conferences
- Elementary teachers recently participated in professional development with Charlotte Knox; learning to prepare units that connect informational writing
- Thurston teachers progressing with Common Core and have math and science workshop implementation of the Common Core and 21st Century skills the week of December 13
- All teachers looking at ways to increase student engagement
- Philanthropic activities are in process at all four sites
    - Representatives from the Fire Department were given a luncheon at Thurston Middle School to collect gifts
- Spanish Club students annual visit to Olvera Street
- Middle school counselors met with all sixth grade students
- PAL Leaders promoting annual community outreach in connection with the Laguna Beach Resource Center

CSEA Representative – Margaret Warder, CSEA President
Ms. Warder's update included:

- Happy Holidays from CSEA
- CSEA appreciates the community
- Classified orientation scheduled for December 13
- Professional development communication is good
- Reclassification committee meetings are in process
- Ms. Warder has been making site visits to classified staff
- LBHS Holiday Boutique was a great event
- Staff are participating in *active shooter* trainings

Board Members
Board members reported as follows:

Member Jenkins

- District has done an amazing job rolling out the Common Core. Parents are informed and excited. Teachers and Board members are informed and she appreciates all the work.
- Chef's challenge, LBHS Holiday Boutique, and *Little Women* all great
- Looking forward to the upcoming dance and music presentations

Member O'Hare

- Attended Laguna Beach Hospitality Night and the LBHS band sounded great.
- Attended both high school plays
- Looking forward to upcoming music concerts and the Holiday Boutique at Top of the World

Member Brown

- Thanked Darlene Messinger for providing continued information on the Common Core
- Grateful students have opportunities for giving
- Shared information on an LA Times article regarding recruiters and classroom interruptions
- Visited the classroom of Sarah Schaffer at Thurston Middle School

Clerk Vickers

- Strong attendance at Community College Night
- Online programs for college degrees becoming more prevalent
- LBHS Holiday Boutique was very successful
- Shared article regarding powering down on weekends for energy savings
- Shared article regarding not all students must go to a four-year college; there are other options
- Resource Center pleased with donations from LBUSD
- Santa Ana Unified is facing similar nutrition issues to LBUSD
- All votes during Board meetings must be recorded beginning January 2014

President Landsiedel

- Attended both high school plays
- Attended the Mt. Sac and Fresno Cross County meets and thanked Dr. Culverhouse for attending
- Shared the financial aid seminar held at the high school and commented that Lynn Gregory did a fabulous job!

Superintendent Smith

- Thanked Mike Rush for stepping in to provide technology support for the Board meeting
- Commented on the importance of career tech/ROP to meet the needs of students who choose not to attend a four-year college
- Photos currently hung in the Board room are products of LBHS students
- LBHS newspaper really great!
- Staff will be joining Mrs. Smith in attending the LBHS dance concert
- Attended the California School Boards Association conference with Victoria Webber

Assistant Superintendents

Darlene Messinger, Assistant Superintendent, Instructional Services

- Pathways and alternatives for students to be exposed to a STEM education
- Chromebooks have been delivered and are being used at Thurston Middle School
- Professional development is provided as needed
- Received testing window for the spring Field Test for the Smarter Balanced Assessment Consortium (SBAC)
- The second video of the LBUSD Common Core series is completed and is posted on the District website
    - Board members commented and requested additional venues for sharing videos
- Linda Barker is chairing a STEM committee with teacher Kelly Skon

Dean West, Assistant Superintendent, Business Services

- Renovations at Aliso School are nearly complete
- School Facilities District will be addressed in January

Leisa Winston, Director, Human Resources

- Several productive reclassification sessions have been held and recommendations will be brought forward at a future Board meeting
- H.R. 2.0 is now live!
- Recruitment for the LBHS Registrar position is complete

Annual Organizational Meeting

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 2013, this 15-day period is from December 6 through December 20. Laguna Beach Unified School District Board Bylaw 9100 also specifies that the Board shall hold an annual organizational meeting and elect its entire slate of officers.

Mr. Landsiedel turned the call for nominations over to the Superintendent.

Superintendent Smith called for nomination(s) and election for the position of Board President.

It was moved by Member Brown, seconded by Member Jenkins to nominate and elect Jan Vickers to the position of President of the Board of Education.

No discussion occurred.

Motion carried by a vote of 5-0 with all members, (Brown, Jenkins, Landsiedel, O'Hare, and Vickers) voting yes to nominate and elect Jan Vickers to the position of President.

Superintendent Smith turned the balance of the elections over to Board President, Jan Vickers.

President Vickers called for nomination(s) and election for the position of Board Clerk.

It was moved by Member Jenkins, seconded by Member O'Hare to nominate and elect Ketta Brown to the position of Clerk of the Board.

No discussion occurred.

Motion carried by a vote of 5-0with all members, (Brown, Jenkins, Landsiedel, O'Hare, and Vickers) voting yes to nominate and elect Ketta Brown to the position of Clerk of the Board.

Recognition of 2013 Board President

Mrs. Smith read Resolution 13-11 honoring Mr. William Landsiedel for his term as President of the Board of Education, 2013.

Appointment of the 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.

It was moved by Member Landsiedel, seconded by Member Brown to appoint Superintendent Smith as the Secretary to the Board of Education.

Motion carried by a vote of 5-0; with all members, (Brown, Jenkins, Landsiedel, O'Hare, and Vickers) voting yes to appoint Superintendent Smith as the Secretary to the Board of Education.

Appointment of Board Representatives to the Following Groups:

It was moved by Member O'Hare, seconded my Member Brown to keep all appointments the same as the previous year.

Motion carried by a vote of 5-0; with all members, (Brown, Jenkins, Landsiedel, O'Hare, and Vickers) voting yes to keep all appointments the same as 2013.

1. City Liaison - Jenkins
2. City Liaison – Joint Use (Brown/Theresa O'Hare with Jenkins Alternate)
3. Community Coalition (Jenkins/O'Hare)
4. District Representative for Orange County Nominating Committee (Jenkins/O'Hare)
5. Orange County School Boards Association (Jenkins)
6. PTA Council (Jenkins with O'Hare Alternate)
7. Board Representatives to ROP (2 Representatives, 1 Alternate)
   Please Note: The Board of Education took action on this item at its Regular Meeting held November 12, 2013. Mrs. Jenkins and Mrs. O'Hare were appointed to the ROP Board. Mrs. Brown was appointed as the alternate.

8. Laguna Beach Education Foundation School Power (Theresa O'Hare with Ketta Brown Alternate)
9. Laguna Beach Education Foundation School Power Endowment (William Landsiedel with Jan Vickers Alternate)
10. Superintendent Committees:
    a. Alcohol/Drugs Task Force (O'Hare/Vickers)
    b. Board Policy Committee (Brown/Vickers)
    c. Curriculum Committee (Jenkins/Vickers)
    d. Facilities Committee (Landsiedel/Vickers)
    e. Joint Fiscal Management Committee (Brown/Landsiedel, with Vickers Alternate)
    f. Technology Steering Committee (Landsiedel)

The Board President and Superintendent are ex-officio members of all committees. Board members will be advised of the Ralph M. Brown Act restrictions regarding participation on various types of committees. (Government Code Section 54954 and SB 139 amendments).

Setting Meeting Dates, Time and Place for 2014

Listed below are the recommended Regular Meeting dates for the Board of Education during 2014. 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.

January 14 and 28	May 13 and 27	September 9 and 23
February *11 and 25	June 10 and 24	October 14 and 28
March 11 and 25	July 8 and *22	November 18 (3rd Tuesday)
April *8 and 22	August *12 and 26	December 9 (Annual Organization)

*= if needed

It was noted that a new meeting date would need to be set for the Joint Meeting with the City of Laguna Beach.

It was moved by Member Jenkins, seconded by Member Brown to approve the meeting dates as listed above, noting that February 11 is an "if needed" meeting and all other meeting dates as noted.

Motion carried by a vote of 5-0 with all members, (Brown, Jenkins, Landsiedel, O'Hare, and Vickers) voting yes to approve the meeting dates as listed, with February 11 an "if needed" meeting and all others as noted.

Annual Reminders

i) **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 $1.00. This special note is to remain a part of all Annual Organizational meetings until said purchase option is exercised or expires. A $1 bill is on file in the Superintendent's 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.

ii) **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

It was moved by Member Brown, seconded by Member Landsiedel to approve items a – i of the consent calendar.

A roll call vote was taken. Motion carried by a vote of 5-0 with all members, (Brown, Jenkins, Landsiedel, O'Hare, and Vickers) voting yes to approve all items of the Consent Calendar as presented.

a. Approval of Minutes – November 12, 2013 (Regular Meeting)
b. Personnel Report
c. Conference/Workshop Attendance
d. Agreements for Contracted Services – Special Education
e. Acceptance of Gifts-Checks Totaling $120,900
f. Warrants #377980 through #378242 in the amount of $815,260.20
Dates: 11/1/13 through 11/22/13
g. Resolution No. 13-11 Honoring Mr. William Landsiedel, President of the Governing Board of Education, 2013
h. Community Facilities District 98-1 (Crystal Cove) Administrative Expense Fund Disbursements Totaling $785.90
i. Student Teaching Agreement with Biola University

INFORMATION ITEMS

Strategic Planning

Superintendent Smith presented information regarding a strategic planning process for Board consideration. After reviewing the information, it was suggested that the Board President and Clerk meet with the Superintendent, Pivot Learning Partners, and Cabinet members before winter break to discuss the details of the strategic planning process and costs involved.

Discussion:

Board President Vickers stated her beliefs regarding staffs strengths and ability to complete a strategic plan. Suggested that further discussion be delayed until next school year.

Member Jenkins noted she was very impressed with the information provided by Pivot Learning and supported working with Pivot.

Member O'Hare asked if other groups had been considered.

It was decided that the meeting would be held and information would be brought back to the Board for further discussion.

ACTION ITEMS

Quarterly Investment Report
Mr. West presented the Investment Report as per Board Policy No. 3002 – Investments for Board approval.

It was moved by Member Brown, seconded by Member Jenkins to approve the Quarterly Investment Report as presented.

President Vickers called for the vote. Motion carried by a vote of 5-0; with all members, (Brown, Jenkins, Landsiedel, O'Hare, and Vickers) voting yes to approve the Quarterly Investment Report.

Positive Certification of the First Interim Report
Mr. West provided a PowerPoint presentation to review the positive certification of the First Interim Report to the Board for approval pursuant to Education Code Section 42130. The report certifies that the District will be able to meet its financial obligations for the current fiscal year and subsequent two fiscal years.

President Vickers found the presentation very thorough.

Mrs. O'Hare would like staff to prepare a detailed report on how the money for Common Core is being spent.

At the request of Mrs. Vickers, Mr. West provided clarification on routine restricted maintenance funds.

It was moved by Member Landsiedel, seconded by Member Brown to approve the positive certification of the First Interim Report.

President Vickers called for the vote. Motion carried by a vote of 5-0; with all members, (Brown, Jenkins, Landsiedel, O'Hare, and Vickers) voting yes to approve the positive certification of the First Interim Report.

Contract with Mobile Modular Corp. for a not-to-exceed amount of $26,620 for rental of relocatable and modular classroom utilizing Kern High School District contract bid no. 2423 for placement of two classrooms at Thurston Middle School for a period of time not-to-exceed two years.

Mr. West gave a brief history of enrollment growth at Thurston Middle School. Mr. West also provided information on requirements/directives given by the Fire Marshall to obtain compliance. The location of the relocatables as well as ADA access was discussed. The total project cost has increased to $125,000.

Board members raised questions regarding the increased cost as well as making modifications to leased facilities. Mr. Doughty assured members of the Board that the relocatables would be returnable even if modified.

Mr. Landsiedel stated his concerns about the project. Questions continued regarding long-term vs. short-term planning. Other options were discussed.

Mrs. O'Hare requested concurrent contracts.

It was moved by Member O'Hare, seconded by Member Brown to approve the contract with Mobile Modular Corp., for an a not-to-exceed $26,620 for rental of relocatable classrooms, utilizing Kern High School District contract bid no. 2423 to place two classrooms at Thurston Middle School for a period of time not-to-exceed two years.

President Vickers called for the vote. Motion carried by a vote of 4-1 with members Brown, Jenkins, O'Hare, and Vickers voting yes and Member Landsiedel voting no to approve the contract with Mobile Modular Corp. as stated.

Job description: Chief Technology Officer
Leisa Winston introduced the item stating that the changes to the job description were minimal.

It was moved by Member O'Hare, seconded by Member Jenkins to approve the revised job description for the position of Chief Technology Officer.

Mrs. Brown requested clarification on attendance in Executive Cabinet.

President Vickers called for the vote. Motion carried by a vote of 5-0 with all members, (Brown, Jenkins, Landsiedel, O'Hare, and Vickers) voting yes to approve the revised job description.

Adjournment

It was moved by Member Brown, seconded by Member Landsiedel adjourn.

President Vickers called for the vote. Motion carried by a vote of 5-0; with all members, (Brown, Jenkins, Landsiedel, O'Hare, and Vickers) voting yes to adjourn.

Ketta Brown
Clerk of the Board
January 14, 2013