



**Tuesday, December 13, 2022**  
**Reorganization/Regular Board Meeting**

The City of Calabasas Communications Department will record the Board of Education meeting and is scheduled to broadcast the meeting on CTV on Thursday at 8:00 am and Saturday at 2:00 pm through the following link: [http://calabasas.granicus.com/MediaPlayer.php?publish\\_id=44](http://calabasas.granicus.com/MediaPlayer.php?publish_id=44). The recorded meeting will also be available for viewing on the District website.

**DOCUMENT REQUEST:** Upon request, the District shall make available for public inspection all documents relating to an agenda item for open session at the Las Virgenes Unified School District located at 4111 Las Virgenes Road, Calabasas, CA.

**AMERICANS WITH DISABILITIES ACT:** In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's governing board, please contact the office of the District Superintendent at (818) 880-4000, Ext. 225. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability. Copies of the agenda are available at 4111 Las Virgenes Road, Calabasas, CA.

**Place: District Office - 4111 Las Virgenes Road, Calabasas, CA 91302**

**Call to Order Start Time: 4:00 PM**

**Closed Session Adjournment: 4:05 PM**

**Reorganization Meeting Call to Order: 4:45 PM**

**Reorganization Meeting Adjournment: 5:25 PM**

**Regular Session Start Time: 5:30 PM**

Start times below are approximate and are not meant to guarantee that the Board will consider the particular item at that time. Parties who want to ensure that they are present when the Board considers an item should arrive at the beginning of the meeting or no later than 30 minutes prior to the time noted on the agenda.

## **1. 4:00 PM - CALL TO ORDER**

---

<b>Subject</b>	<b>A. Call to Order</b>
Meeting	Dec 13, 2022 - Reorganization/Regular Board Meeting
Category	1. 4:00 PM - CALL TO ORDER
Type	Procedural

The City of Calabasas Communications Department will record the Board of Education meeting and is scheduled to broadcast the meeting on CTV on Thursday at 8:00 am and Saturday at 2:00 pm through the following link: [http://calabasas.granicus.com/MediaPlayer.php?publish\\_id=44](http://calabasas.granicus.com/MediaPlayer.php?publish_id=44). The recorded meeting will also be available for viewing on the District website.

**DOCUMENT REQUEST:** Upon request, the District shall make available for public inspection all documents relating to an agenda item for open session at the Las Virgenes Unified School District located at 4111 Las Virgenes Road, Calabasas, CA.

**AMERICANS WITH DISABILITIES ACT:** In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's governing board, please contact the office of the District

Superintendent at (818) 880-4000, Ext. 225. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability. Copies of the agenda are available at 4111 Las Virgenes Road, Calabasas, CA.

Place: District Office - 4111 Las Virgenes Road, Calabasas, CA 91302

Call to Order Start Time: 4:00 PM

Closed Session Adjournment: 4:05 PM

Reorganization Meeting Call to Order: 4:45 PM

Reorganization Meeting Adjournment: 5:15 PM

Regular Session Start time: 5:30 PM

Please note that start times are approximate and are not meant to guarantee that the Board will consider the particular item at that time.

**The Regular Board Meeting was called to order by the Board President at \_\_\_\_\_ P.M. in the District Office.**

<b>Board of Education</b>	<b>Arrived</b>	<b>Left</b>	<b>Absent</b>
Angela Cutbill	_____	_____	_____
Dallas Lawrence	_____	_____	_____
Linda Menges	_____	_____	_____
Lesli Stein	_____	_____	_____

**2. BOARD OF EDUCATION DISCUSSION REGARDING CALENDARING ASSIGNMENTS AND GENERAL ANNOUNCEMENTS**

**3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS. Any person requesting to speak to an item on the Closed Session Agenda may do so at this time.**

**4. 4:05 PM - ADJOURNMENT TO CLOSED SESSION (BOARD DISCUSSION ONLY)**

**Subject A. Public Employee Discipline/Dismissal/Release (Government Code 54957)**

Meeting Dec 13, 2022 - Reorganization/Regular Board Meeting

Category 4. 4:05 PM - ADJOURNMENT TO CLOSED SESSION (BOARD DISCUSSION ONLY)

Type Discussion, Procedural

**Subject B. Conference with Labor Negotiator (Government Code 54954.5(f) Pursuant to Government Code 54957.6) Agency Designated Representative: Steve Scifres. Employee Organization: Las Virgenes Classified Association. Employee Organization: Las Virgenes Educators Association.**

Meeting Dec 13, 2022 - Reorganization/Regular Board Meeting

Category 4. 4:05 PM - ADJOURNMENT TO CLOSED SESSION (BOARD DISCUSSION ONLY)

Type Discussion, Procedural

**Subject C. Consideration of a Level III Complaint - (Government Code 54957)**

Meeting Dec 13, 2022 - Reorganization/Regular Board Meeting

Category 4. 4:05 PM - ADJOURNMENT TO CLOSED SESSION (BOARD DISCUSSION ONLY)

Type

**Subject** **D. Conference with Legal Counsel - Existing Litigation (Gov. Code Section 54954.5(c) pursuant to Government Code Section 54956.9(a))**

Meeting Dec 13, 2022 - Reorganization/Regular Board Meeting

Category 4. 4:05 PM - ADJOURNMENT TO CLOSED SESSION (BOARD DISCUSSION ONLY)

Type

**Subject** **E. Conference with Legal Counsel - Anticipated Litigation - Significant Exposure to Litigation Pursuant to Government Code 54956.9(d)(2) - One Case**

Meeting Dec 13, 2022 - Reorganization/Regular Board Meeting

Category 4. 4:05 PM - ADJOURNMENT TO CLOSED SESSION (BOARD DISCUSSION ONLY)

Type

**5. 4:45 PM - CALL TO ORDER - REORGANIZATION MEETING**

---

**6. FLAG SALUTE**

---

**7. APPROVAL OF AGENDA**

---

**Subject** **A. Approval of Agenda**

Meeting Dec 13, 2022 - Reorganization/Regular Board Meeting

Category 7. APPROVAL OF AGENDA

Type Procedural

Moved

2nd

Vote

Board Vote

\_\_\_\_\_

**8. ITEMS SCHEDULED FOR ACTION**

---

**Subject** **A. Appointment of Temporary Chairman**

Meeting Dec 13, 2022 - Reorganization/Regular Board Meeting

Category 8. ITEMS SCHEDULED FOR ACTION

Type Action, Procedural

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_, that Daniel Stepenosky, Ed.D., District Superintendent, be appointed temporary Chairman of the meeting.

Moved

2nd

Vote

Board Vote

\_\_\_\_\_

**Subject** **B. Oath of Office**

Meeting Dec 13, 2022 - Reorganization/Regular Board Meeting

Category 8. ITEMS SCHEDULED FOR ACTION

Type

The Oath of Office for re-elected Board Member, Angela Cutbill, will be administered by Superintendent Daniel Stepenosky.

The Oath of Office for re-elected Board Member, Dallas Lawrence, will be administered by Superintendent Daniel Stepenosky.

The Oath of Office for re-elected Board Member, Lesli Stein, will be administered by Superintendent Daniel Stepenosky.

**Subject C. Recognition of Outgoing President Linda Menges**

Meeting Dec 13, 2022 - Reorganization/Regular Board Meeting

Category 8. ITEMS SCHEDULED FOR ACTION

Type

**Subject D. Election of Officers**

Meeting Dec 13, 2022 - Reorganization/Regular Board Meeting

Category 8. ITEMS SCHEDULED FOR ACTION

Type Action, Procedural

**1. President**

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that \_\_\_\_\_ be nominated for the office of President for the period December 13, 2022 through December 12, 2023.

Moved 2nd Vote

Board Vote \_\_\_\_\_

**2. Vice President**

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that \_\_\_\_\_ be nominated for the office of Vice President for the period December 13, 2022 through December 12, 2023.

Moved 2nd Vote

Board Vote \_\_\_\_\_

**3. Clerk**

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that \_\_\_\_\_ be nominated for the office of Clerk for the period December 13, 2022 through December 12, 2023.

Moved 2nd Vote

Board Vote \_\_\_\_\_

\*At this point, the newly elected president will assume the chair to conduct the balance of the meeting.

**Subject**                    **E. Consent - Reorganization**

Meeting                      Dec 13, 2022 - Reorganization/Regular Board Meeting

Category                    8. ITEMS SCHEDULED FOR ACTION

Type                         Action, Procedural

**1. Appointment of Secretary to the Board**

It is recommended that Daniel Stepenosky, District Superintendent, be appointed Secretary to the Board.

**2. Appointment of Representative for Electing members to the County Committee on School District Organization**

It is recommended that the President of the Board be appointed Representative for Electing Members to the County Committee on School District Organization and that all other members of the Board serve as alternates.

**3. Certification of Signatures - Resolution No. 17-22**

It is recommended that the Board approve Resolution No. 17-22 which verifies signatures of all Board members and authorizes the signature and facsimile signature of staff members for use on salary warrants, notices of employment, contracts, and on all "B" warrants that have been approved.

**4. Authorization to Sign Reports, Budgets, and All Documents Requiring Signature of Secretary or Clerk**

It is recommended that Daniel Stepenosky, as Secretary to the Board of Education, be authorized to sign reports, budgets, and all other documents which require either the Secretary's signature or the Clerk's signature.

**5. Authorization to Sign Employment Contracts**

It is recommended that Daniel Stepenosky, or Steve Scifres, or Ryan Gleason, or Clara Finneran, or Hallie Chambers be authorized to sign employment contracts.

**6. Appointment of Authorized Agents for Federal and State Applications - Resolution No. 18-22**

It is recommended that Resolution No. 18-22 appointing Daniel Stepenosky, or Steve Scifres, or Ryan Gleason, or Clara Finneran, or Hallie Chambers, or Angie Falk, or Jim Klein, or Kim Patterson, or Jana Davenport as authorized agents for all matters pertaining to Federal or State specially funded projects be approved.

**7. Authorization to Sign Purchase Orders**

It is recommended that Daniel Stepenosky, or Steve Scifres, or Ryan Gleason, or Clara Finneran be authorized to sign Purchase Orders. It is further recommended that Kelly Beder, or Jim Klein be authorized to sign Purchase Orders, not to exceed \$2,499.99.

**8. Authorization to Sign Cafeteria Reports**

It is recommended that Daniel Stepenosky, or Ryan Gleason, or Brenda Cho, or Julie Abbott, be authorized to sign Cafeteria Reports.

**9. Authorization to Sign Checks for the Cafeteria Account**

It is recommended that Daniel Stepenosky, or Steve Scifres, or Ryan Gleason, or Clara Finneran, or Hallie Chambers, or Brenda Cho be authorized to sign checks for the Cafeteria Account and that two signatures be required.

**10. Authorization to Sign Collection Reports to the County**

It is recommended that Daniel Stepenosky, or Steve Scifres, or Ryan Gleason, or Clara Finneran, or Brenda Cho be authorized to sign Collection Reports to the County.

**11. Authorization to Sign Board Approved Budget Transfers**

It is recommended that Daniel Stepenosky, or Steve Scifres, or Ryan Gleason, or Clara Finneran be authorized to sign Board approved budget transfers.

**12. Authorization to Sign Checks on the Clearing, Benefits, Developer, and Transportation Accounts and Revolving Cash Accounts**

It is recommended that Daniel Stepenosky, or Steve Scifres, or Ryan Gleason, or Clara Finneran, or Brenda Cho be authorized to sign checks on the Clearing, Benefits, Developer, and Transportation Accounts and that two signatures be required. It is recommended that Daniel Stepenosky, or Steve Scifres, or Ryan Gleason, or Clara Finneran, or Brenda Cho be authorized to sign checks on the Revolving Cash Account, which is limited to one signature.

**13. Authorization to Sign Contracts After Board Approval**

It is recommended that the Clerk of the Board of Education, or the President of the Board of Education, or Daniel Stepenosky, or Steve Scifres, or Ryan Gleason, or Clara Finneran be authorized to sign all contracts and agreements approved by the Board, and if those names are absent, then a majority of Board members be required to sign.

**14. Authorization to Sign for Collection and Certification of AB 2926 Developer Fees**

It is recommended that Daniel Stepenosky, or Steve Scifres, or Ryan Gleason, or Clara Finneran, or Kelly Beder, or Brenda Cho be authorized to sign for collection and certification of AB 2926 Developer Fees.

**15. Authorization to Accept Resignations**

It is recommended that Daniel Stepenosky, or Steve Scifres, or Ryan Gleason, or Clara Finneran, or Hallie Chambers be authorized to accept resignations on behalf of the Board of Education, and to certify the effective date of each resignation as of the date of receipt.

**16. Authorization to Serve as Hearing Officers**

It is recommended that Daniel Stepenosky, or Ryan Gleason, or Kelly Beder, or Julie Abbott, or Shawn Vudmaska be authorized to serve on behalf of the Board of Education as designated Hearing Officers for sub-contractors.

**17. Reaffirmation of All District Policies, Rules and Regulations**

It is recommended that all District policies, rules and regulations currently in effect be reaffirmed.

**18. Readoption of the Course of Study**

It is recommended that the course of study currently in effect be readopted.

**19. Travel Authorization - Board Members - Resolution No. 19-22**

It is recommended that Resolution No. 19-22 authorizing members of the Board of Education to attend meetings and conferences related to public school education and be reimbursed for actual and necessary expenses in connection therewith be approved.

**20. Dates and Times of Board Meetings**

It is recommended that Tuesday nights be designated for regular Board meetings. Ordinarily, the Board of Education will meet on the second and fourth Tuesday of each month at 5:30 PM; and other regular Board meetings will be called if sufficient agenda items require action. Closed Session, when needed, will generally begin at 4:30 P.M., before the 5:30 P.M. Regular Session. Meetings will be held at the District Office, 4111 Las Virgenes Road, Calabasas, CA. As recommended by CSBA and per Education Code, a schedule of regular meetings for the year shall be approved during the annual reorganization meeting. The proposed Board Meeting dates for the 2023-2024 school year are as follows:

August 8	December 12	April 16
August 29	January 16	May 7
September 12	January 30	May 21
September 26	February 13	June 4
October 10	February 27	June 18
October 24	March 12	
November 14	March 26	

**21. Designation of Authorized Representatives**

It is recommended that Daniel Stepenosky, or Steve Scifres, or Clara Finneran be authorized to issue 45-day notices of unprofessional conduct and 90-day notices of unsatisfactory performance to certificated staff pursuant to Education Code 44938.

**22. Appointment of Authorized Agents to Acquire Surplus Property - Resolution No. 20-22**

It is recommended that Resolution No. 20-22 appointing Daniel Stepenosky, or Ryan Gleason, or Brenda Cho, or Julie Abbott, or Kelly Beder as authorized agents to acquire federal surplus property from the California State Agency for Surplus Property be approved.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_, that Consent Items 1 through 22 be approved.

Moved                      2nd                      Vote

Board Vote    \_\_\_\_\_                      \_\_\_\_\_                      \_\_\_\_\_

<p>File Attachments</p> <p>Resolution No. 17-22 Certification of Signatures.pdf (1,105 KB)</p> <p>Resolution No. 18-22 Authorized Agents.pdf (404 KB)</p> <p>Resolution No. 19-22 Travel Authorization.pdf (452 KB)</p> <p>Resolution 20-22 Surplus Property.pdf (476 KB)</p>
---

**Subject                      F. Action - Reorganization**

Meeting                      Dec 13, 2022 - Reorganization/Regular Board Meeting

Category                      8. ITEMS SCHEDULED FOR ACTION

Type

**1. Appointment of Representative to the Los Angeles County School Trustees Association (LACSTA)**

The Los Angeles County School Trustees Association has requested that, in order to build a more effective organizational structure, each member Board select a LACSTA representative. The duties of this representative will include voting on all Association matters; communicating between the Executive Board, the Association, and the local Board; serving on the Legislative Committee, and casting the member Board's vote at LACSTA's elections and business meetings.

It is recommended that one member of the Board be designated as Las Virgenes Unified School District's representative to LACSTA.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_, that \_\_\_\_\_ be designated as the Las Virgenes Unified School District representative to LACSTA.

Moved                      2nd                      Vote

Board Vote \_\_\_\_\_

**2. Appointment of Representative to the Ventura County School Boards Association (VCSBA)**

The Ventura County School Boards Association has requested that each of the 23 school boards, including Las Virgenes, elect a VCSBA representative in order to establish a governing board for this organization. Through this representation of each board participating, the VCSBA can develop long-range plans, a newsletter, sub-committees, and a legislative platform.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_, that \_\_\_\_\_ be designated as the Las Virgenes Unified School District representative to VCSBA.

Moved                      2nd                      Vote

Board Vote \_\_\_\_\_

**9. 5:25 PM - ADJOURNMENT OF REORGANIZATION MEETING**

---

**Subject**                      **A. Adjournment of Reorganization Meeting**  
Meeting                      Dec 13, 2022 - Reorganization/Regular Board Meeting  
Category                      9. 5:25 PM - ADJOURNMENT OF REORGANIZATION MEETING  
Type                      Procedural

Moved                      2nd                      Vote

Board Vote \_\_\_\_\_

**10. 5:30 PM - RETURN TO REGULAR SESSION**

---

**Subject**                      **A. Return to Regular Session**  
Meeting                      Dec 13, 2022 - Reorganization/Regular Board Meeting  
Category                      10. 5:30 PM - RETURN TO REGULAR SESSION  
Type                      Procedural

The Regular Board Meeting was called to order by Board President at \_\_\_\_\_ P.M. in the District Office.

Board of Education	Arrived	Left	Absent
Angela Cutbill	_____	_____	_____
Dallas Lawrence	_____	_____	_____
Linda Menges	_____	_____	_____
Lesli Stein	_____	_____	_____

**11. REPORT OUT OF CLOSED SESSION (Government Code 54957.1)**

---

**12. APPROVAL OF MINUTES**

---

**Subject**                      **A. Approval of Minutes**



Meeting Dec 13, 2022 - Reorganization/Regular Board Meeting  
 Category 12. APPROVAL OF MINUTES  
 Type Procedural

**1. Approval of Regular Board Meeting Minutes of November 15, 2022**

	Moved	2nd	Vote
Student Preferential Vote			_____
Board Vote	_____	_____	_____

File Attachments  
 11-15-22 Board Meeting Minutes.pdf (166 KB)

**13. STAFF/BOARD COMMUNICATION/EMPLOYEES OF THE MONTH**

---

**Subject A. STAFF/BOARD COMMUNICATION/EMPLOYEES OF THE MONTH**

Meeting Dec 13, 2022 - Reorganization/Regular Board Meeting  
 Category 13. STAFF/BOARD COMMUNICATION/EMPLOYEES OF THE MONTH  
 Type Discussion, Procedural

**Recognition of Employees of the Month**

- **Maureen McDonald**, Instructional Specialist, District Office (Classified)
- **Joy Jeremiassen**, Teacher, Willow Elementary (Certificated)

**14. HEARING OF DELEGATIONS AND/OR COMMENTS FROM THE AUDIENCE REGARDING ITEMS NOT ON THE AGENDA - (Please be advised that the Board is prohibited by law from discussing or taking immediate action on unagendized items.) Comments from the audience regarding items on the agenda will be taken as each item is considered.**

---

**15. 6:30 PM - ITEMS SCHEDULED FOR ACTION**

---

**Subject A. 6:30 PM - CONSENT A**

Meeting Dec 13, 2022 - Reorganization/Regular Board Meeting  
 Category 15. 6:30 PM - ITEMS SCHEDULED FOR ACTION  
 Type Action

- 1. Approval of Gifts**
- 2. Approval of Warrants**
- 3. Approval of Disposal of Surplus Property**
- 4. Approval of Purchase Orders**
- 5. Approval of Quarterly Report on Williams Uniform Complaints**



Meeting Dec 13, 2022 - Reorganization/Regular Board Meeting  
 Category 16. 6:35 PM - ITEMS SCHEDULED FOR INFORMATION  
 Type Information

- 1. The Great LVUSD Kindness Challenge in Memory of Dr. Kate Vadehra (10 minutes)
- 2. Board Policy 4119.26: Professional Standards, Grooming Behavior (15 minutes)
- 3. BP & AR's 4219.11 & 4319.11 - Sexual Harassment (15 minutes)
- 4. Procedure to Fill a Board Vacancy (15 minutes)

File Attachments  
 Great LVUSD Kindness Challenge in Memory of Dr. Kate Vadehra.pdf (868 KB)  
 Board Policy 4119.26 - Professional Standards, Grooming Behavior.pdf (284 KB)  
 BP & AR's 4219.11 & 4319.11 - Sexual Harassment.pdf (5,148 KB)  
 Procedure to Fill Board Vacancy Info.pdf (5,118 KB)

**17. 7:30 PM - ITEMS SCHEDULED FOR ACTION (CONTINUED)**

---

**Subject A. ACTION ITEMS**

Meeting Dec 13, 2022 - Reorganization/Regular Board Meeting  
 Category 17. 7:30 PM - ITEMS SCHEDULED FOR ACTION (CONTINUED)  
 Type

**1. Approval of Option to Fill the Board Member Vacancy on the Board of Education (15 minutes)**

	Moved	2nd	Vote
Student Preferential Vote			_____
Board Vote	_____	_____	_____

**2. Approval of First Interim Budget Report (15 minutes)**

	Moved	2nd	Vote
Student Preferential Vote			_____
Board Vote	_____	_____	_____

**3. Resolution 13-22 - Approval of Third Amended and Restated Bylaws for Las Virgenes Unified School District's Independent Citizens' Bond Oversight Committee (15 minutes)**

	Moved	2nd	Vote
Student Preferential Vote			_____
Board Vote	_____	_____	_____

**4. Resolution 14-22 - Approval of the Board Of Education of the Las Virgenes Unified School District Authorizing District Representatives to the State Allocation Board, Office of Public School Construction (OPSC) (15 minutes)**

	Moved	2nd	Vote
Student Preferential Vote			_____
Board Vote	_____	_____	_____

**5. Resolution 15-22 - Annual and Five-Year Developer Fee Report Dated November 15, 2022 (15 minutes)**

	Moved	2nd	Vote
Student Preferential Vote			_____
Board Vote	_____	_____	_____

**6. Resolution 16-22 - Determination of Seniority Among Certificated Employees with the Same Seniority Date (Tie-Breaker Resolution) (15 minutes)**

	Moved	2nd	Vote
Student Preferential Vote			_____
Board Vote	_____	_____	_____

**File Attachments**  
 Approval of Option to Fill Board Vacancy.docx.pdf (77 KB)  
 Approval of First Interim Budget Report.pdf (6,519 KB)  
 Resolution 13-22 - Approval of Third Amended and Restated Bylaws for Las Virgenes Unified School District's Independent Citizens' Bond Oversight Committee.pdf (180 KB)  
 Resolution 14-22 - Approval of the Board Of Education of the Las Virgenes Unified School District Authorizing District Representatives to the State Allocation Board, Office of Public School Construction (OPSC).pdf (165 KB)  
 Resolution 15-22 - Annual and Five-Year Developer Fee Report Dated November 15, 2022.pdf (700 KB)  
 Resolution 16-22 - Determination of Seniority Among Certificated Employees with the Same Seniority Date (Tie-Breaker Resolution).pdf (493 KB)

**18. 9:00 PM - ADJOURNMENT**

---

<b>Subject</b>	<b>A. ADJOURNMENT</b>
Meeting	Dec 13, 2022 - Reorganization/Regular Board Meeting
Category	18. 9:00 PM - ADJOURNMENT
Type	Procedural