

**Palos Verdes Peninsula Unified School District  
Minutes**

**Board of Education Regular Meeting**

June 26, 2019

Malaga Cove Administration Center

375 Via Almar

Palos Verdes Estates, CA 90274

Closed Session - 5:00 p.m.

Open Session - 6:30 p.m.

Members Present

Linda Reid, President

Suzanne Seymour, Vice President

Richard Phillips, Clerk

Matthew Brach, Member

Member Absent

Megan Crawford, Member

Administrators Present

Trent Bahadursingh, Deputy Superintendent

Keith Butler, Associate Superintendent/Business Services

Linsey Gotanda, Assistant Superintendent/Educational Services

Matthew Horvath, Assistant Superintendent/Human Resources

**A. 5:00 p.m. - Call to Order**

Minutes:

The regular session was called to order at 5:00 p.m. by the president, Ms. Reid.

**A.1. Public Comment on Closed Session Items**

Minutes: None

**B. Recess to Closed Session**

Minutes:

President Reid announced that the Board would recess to Closed Session to discuss the following items:

**B.1. Conference with Legal Counsel - Existing Litigation**

**B.2. Conference with Legal Counsel - Existing Litigation**

**B.3. Conference with Legal Counsel - Existing Litigation**

**B.4. Conference with Legal Counsel - Existing Litigation**

**B.5. Conference with Legal Counsel - Existing Litigation**

**B.6. Student Discipline Matter per Education Code Sections 35146, 48900, 48916, 48917, 48918, 49073, 49076, and Government Code Sections 54956.9 and 54957**

**C. Reconvene to Open Session - Estimated Time 6:30 p.m.**

Minutes:

The open session was reconvened at 6:30 p.m.

**D. Pledge of Allegiance to the Flag**

**E. Report of Board Action Taken in Closed Session**

Minutes:

President Reid announced that in Closed Session the Board took the following action:

B1. The Board denied Claim # 1805779 by a roll call vote, as follows:

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

B2. The Board denied Claim # 2018-19-100 by a roll call vote, as follows:

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

B3. The Board approved the settlement agreement for Claim #1704844, with a statement from the Board to the Judge asking that any settlement above reimbursement of fees be directed to solely benefit the child for necessary services, by a roll call vote, as follows:

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

B.4. The Board approved the settlement agreement for OAH Case No. 2019010445 by a roll call vote as follows:

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

The District will provide Student related services and Student waived all claims against the District.

B.5. The Board approved the settlement agreement for OAH Case No. 2019010226 by a roll call vote as follows:

No Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

The District will provide Student related services and Student waived all claims against the District.

B.6. The Board voted on the readmission of the pupil who was expelled in Case No. D1-201718 by a roll call vote as follows:

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

## F. Approval of Agenda

### F.1. Approval of the Regular Board of Education Meeting Agenda for June 26, 2019

**Motion Passed:** That the Board approve the agenda for the Regular Board of Education Meeting of June 26, 2019, as presented.

Passed with a motion by Mr. Richard Phillips and a second by Ms. Suzanne Seymour.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

## G. Public Communications

### G.1. Public Comment on Open Session Agenda Items

Minutes:

President Reid announced that the public would be given the opportunity to address the Board during each agenda item and that remarks would be limited to three minutes per person.

## H. Approval of Minutes

### H.1. Approval of the Regular Board of Education Meeting Minutes for June 12, 2019

**Motion Passed:** That the Board approve the minutes for the Regular Meeting of June 12, 2019, as presented.

Passed with a motion by Ms. Suzanne Seymour and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

## I. Board President Announcements

Minutes:

President Reid made the following announcements:

- Tonight's Board of Education meeting is being recorded and live streamed via a link on the District website.
- PVPUSD is currently enrolling new students for the 2019-20 school year. The first day of school is a minimum day on Wednesday, August 28th. For details about new student enrollment at all grade levels, please visit the District website @ pvpusd.net.

## J. Special Report

### J.1. Citizens' Oversight Committee for Measure M 2018-19 Annual Report

Minutes:

Gretchen Carner, Citizens' Oversight Committee for Measure M Chair, presented the 2018-19 Annual Report and answered questions from the Board.

## K. Consent Calendar

### K.1. Human Resources

#### K.1.a. Personnel Assignment Orders and Other Personnel Action

**Motion Passed:** That the Board of Education approve and/or ratify the Administrative, Certificated and Classified Assignment Orders, Business Services consultant, Palos Verdes High consultant and Student Services consultants, as presented.

Passed with a motion by Mr. Matthew Brach and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach

Absent Ms. Megan Crawford

Yes Mr. Richard Phillips

Yes Ms. Linda Reid

Yes Ms. Suzanne Seymour

#### K.1.b. Authorization for Out-Of-State Conference Attendance - South Bay Consortium Teacher Induction Program - New Teacher Center - Chicago, Illinois, July 15 - July 19, 2019.

**Motion Passed:** That the Board approve the out-of-state conference attendance for the South Bay Consortium Teacher Induction Program (SBCTIP aka BTSA) Leader, Ms. Samantha Leddel, who plans to attend the New Teacher Center "Presenter Institute", from July 16 - July 19, 2019.

Passed with a motion by Mr. Matthew Brach and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach

Absent Ms. Megan Crawford

Yes Mr. Richard Phillips

Yes Ms. Linda Reid

Yes Ms. Suzanne Seymour

### K.2. Educational Services

#### K.2.a. Agreement for 2018-19 Services of Nonpublic, Nonsectarian School and Agency Services for TK-12th Grade

**Motion Passed:** That the District enter into an agreement with the designated nonpublic schools and agencies for the purpose of providing special education and related services for TK-12th grade students for the 2018-19 school year because the student's special education needs cannot be met within the District.

Passed with a motion by Mr. Matthew Brach and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

**K.2.b. District Master Contract General Agreement for Nonpublic, Nonsectarian School/Agency Services July 1, 2019 to June 30, 2020**

**Motion Passed:** That the Board approve the Southwest SELPA approved District Master Contract General Agreement for Nonpublic, Nonsectarian School/Agency Services from July 1, 2019 to June 30, 2020, as presented.

Passed with a motion by Mr. Matthew Brach and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

**K.2.c. Memorandum of Understanding By and Between Redondo Beach Unified School District and Palos Verdes Peninsula Unified School District July 1, 2019 to June 30, 2020**

**Motion Passed:** That the Board approve the Memorandum of Understanding By and Between Redondo Beach Unified School District and Palos Verdes Peninsula Unified School District July 1, 2019 to June 30, 2020, as presented.

Passed with a motion by Mr. Matthew Brach and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

**K.2.d. Approval of 2019-2020 Consolidated Application**

**Motion Passed:** That the Board approve the 2019-20 Consolidated Application for submission to the California Department of Education, as presented.

Passed with a motion by Mr. Matthew Brach and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

**K.2.e. Authorization for Overnight Field Trip- PVPHS - Choir - Pilgrim Pines Retreat - Pilgrim Pines Conference Center - Yucaipa, California - September 20-22, 2019**

**Motion Passed:** That the Board approve the proposed overnight field trip to the Pilgrim Pines Retreat from September 20-22, 2019, involving students from the choir classes at Palos Verdes Peninsula High School.

Passed with a motion by Mr. Matthew Brach and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

**K.2.f. Authorization for Overnight Field Trip - PVPHS & PVHS AVID Grades 9-12 - Central Coast Colleges Tour - University of California Santa Barbara, Cal Poly San Luis Obispo, California State University Channel Islands, and Cal Lutheran University - November 14-15, 2019**

**Motion Passed:** That the Board approve the proposed overnight field trip to the Central Colleges Tour from November 14-15, 2019, involving students from the AVID 9th-12th grade classes at Palos Verdes Peninsula High School and Palos Verdes High School.

Passed with a motion by Mr. Matthew Brach and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

**K.2.g. Authorization for Out-Of-State Conference Attendance - PVPHS - National Association of College Admission Counselors (NACAC) Annual Conference, Kentucky International Convention Center, Louisville, Kentucky - September 26-28, 2019**

**Motion Passed:** That the Board approve the out-of-state conference attendance for the Palos Verdes Peninsula High School Administration and Counseling staff to attend the National Association of College Admission Counselors (NACAC) Annual Conference in Louisville, Kentucky, from September 26-28, 2019.

Passed with a motion by Mr. Matthew Brach and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

**K.3. Business Services**

**K.3.a. Monthly Contract Approval/Ratification Report**

**Motion Passed:** That the agreements with the following entities: Torrance Marriott (NHS), Torrance Marriott (CSF), LACOE (PeopleSoft), Civic Permits, UMS Banking and Hollywood Outdoor Movies be approved/ratified, as presented.

Passed with a motion by Mr. Matthew Brach and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

### **K.3.b. Facilities Project Report for Board Ratification**

**Motion Passed:** That the Project Approval Report be ratified, as presented.

Passed with a motion by Mr. Matthew Brach and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach

Absent Ms. Megan Crawford

Yes Mr. Richard Phillips

Yes Ms. Linda Reid

Yes Ms. Suzanne Seymour

### **K.3.c. Approve Installation of Synthetic Turf for Playgrounds at Montemalaga Elementary School and Silver Spur Elementary School**

**Motion Passed:** That the Board approve District staff to replace the synthetic turf at two school sites (Montemalaga and Silver Spur elementary schools) for the total cost of \$111,398.12, utilizing CMAS Contract No. 4-19-78-0089B with KYA Services LLC.

Passed with a motion by Mr. Matthew Brach and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach

Absent Ms. Megan Crawford

Yes Mr. Richard Phillips

Yes Ms. Linda Reid

Yes Ms. Suzanne Seymour

### **K.3.d. Approval of 2018-19 Interfund Transfers**

**Motion Passed:** That the Board approve the following interfund transfers:

- A transfer of \$300,000 from Restricted General Fund 01.3 to Deferred Maintenance Fund 14.0
- A transfer of \$624,323 from Special Reserve Fund 20.0 to Unrestricted General Fund 01.1 to offset OPEB expenditures and the PARS 403(b) Supplementary Early Retirement Plan (SERP)
- An estimated transfer of \$389,987 from Other Enterprise Fund 63.0 (Kids' Corner) to Unrestricted General Fund 01.1 for indirect and operational costs
- An estimated transfer of \$226,375 from Other Enterprise Fund 63.2 (MELA/VELA) to Unrestricted General Fund 01.1 for indirect and operational costs
- An estimated transfer of \$43,437 from Other Enterprise Fund 63.4 (Print Shop) to Unrestricted General Fund 01.1 for indirect and operational costs

Passed with a motion by Mr. Matthew Brach and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach

Absent Ms. Megan Crawford

Yes Mr. Richard Phillips

Yes Ms. Linda Reid

Yes Ms. Suzanne Seymour

### **K.3.e. Year-End Appropriation Transfers**

**Motion Passed:** That the Board authorize the County Superintendent of Schools to make appropriation transfers if necessary at the close of the 2018-19 school year, to permit payment of obligations of the District incurred during such school year and that the sources of such transfers be made in the following order: between major objects of expenditure, from designated fund balances or from unappropriated fund balances.

Passed with a motion by Mr. Matthew Brach and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

### **K.3.f. 2019-20 Mandate Block Grant**

**Motion Passed:** That the Board accept the Mandate Block Grant option for the 2019-20 fiscal year with the option to withdraw if future information indicates that a different selection provides greater benefit to the District.

Passed with a motion by Mr. Matthew Brach and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

### **K.3.g. Purchase Order Report**

**Motion Passed:** That Purchase Order numbers 108543 through 108550 issued from the General Fund; Adult Education; Miraleste Early Learning Academy (MELA), Valmonte Early Learning Academy (VELA) and Sunrise, PV Kids' Corner; Print Shop, Deferred Maintenance Fund and Special Reserve for Capital Outlay Fund in the total amount of \$965,946.99 be approved and/or ratified.

Passed with a motion by Ms. Suzanne Seymour and a second by Mr. Matthew Brach.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Abstain Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

## **L. Public Communications**

### **L.1. Public Comment on Non-Agenda Items**

Minutes: None

## M. Budget

### **M.1. Resolution No. 31 - 2018/19, Temporary Transfers from the School Pools Fund Maintained by the Los Angeles County Treasurer**

**Motion Passed:** That the Board approve Resolution No. 31 - 2018/19, authorizing the Superintendent or designee to request temporary transfers of funds from the School Pools Fund maintained by the Los Angeles County Treasurer, if necessary in order to permit the payment of obligations incurred by the District during fiscal year 2019-20.

Passed with a motion by Mr. Richard Phillips and a second by Ms. Suzanne Seymour.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

### **M.2. Resolution No. 32 - 2018/19, Temporary Interfund Cash Borrowing**

**Motion Passed:** That the Board approve Resolution No. 32 - 2018/19 authorizing the Superintendent or designee, working with the Los Angeles County Treasurer, to make temporary transfers of funds in order to permit the payment of obligations the school district incurred during that year and to maintain a positive cash balance in all District funds.

Passed with a motion by Mr. Matthew Brach and a second by Ms. Suzanne Seymour.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

### **M.3. Resolution No. 33 - 2018/19, To Determine the Use of Education Protection Account (EPA) Funds for the 2019-20 School Year**

**Motion Passed:** That the Board approve Resolution No. 33 - 2018/19, allocating \$6,609,461 in Education Protection Account funds for teacher salaries for the 2019-20 fiscal year.

Passed with a motion by Ms. Suzanne Seymour and a second by Mr. Matthew Brach.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

### **M.4. Resolution No. 34 - 2018-19, GASB 54 Fund Balance Reporting and Governmental Fund Type Definitions**

**Motion Passed:** That the Board approve Resolution No. 34 - 2018/19 to establish fund balance policies as required by GASB 54.

Passed with a motion by Mr. Richard Phillips and a second by Mr. Matthew Brach.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

**M.5. Approve the Palos Verdes Peninsula Unified School District's Three-Year Local Control and Accountability Plan (LCAP) - 2017-2020**

**Motion Passed:** That the Board approve Year Three of the Palos Verdes Peninsula Unified School District's Local Control and Accountability Plan (LCAP) that covers a three-year period, beginning July 1, 2017 through June 30, 2020.

Passed with a motion by Ms. Suzanne Seymour and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

**M.6. 2019-20 Adopted Budget**

**Motion Passed:** That the Board approve the 2019-20 Budget, as presented.

Passed with a motion by Ms. Suzanne Seymour and a second by Mr. Richard Phillips.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

**N. Discussion/Action**

**N.1. Approval of English Learner Master Plan**

Minutes:

Kelly Keller, Executive Director/Curriculum and Instruction and Annie Hernandez, Instructional Coach, reviewed the English Learner (EL) Master Plan and answered questions from the Board.

**Motion Passed:** That the Board approve the English Learner Master Plan, as presented.

Passed with a motion by Ms. Suzanne Seymour and a second by Mr. Matthew Brach.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

**N.2. Award Request for Proposal for Architecture/Engineering Services for the Conversion of the Malaga Cove Multipurpose Room to the PVPUSD Marine Science Center - RFP #PS019-042419**

**Motion Passed:** That the Request for Proposal for Architecture/Engineering Services for the conversion of the Malaga Cove Multipurpose Room to the PVPUSD Marine Science Center - RFP #PS019-042419 be awarded to DLR Group for a not to exceed cost of \$383,269, and that staff be authorized to execute all related documentation.

Passed with a motion by Mr. Richard Phillips and a second by Mr. Matthew Brach.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

### **N.3. Proposal to Award a Contract to USA Waste of California, Inc. for Municipal Solid Waste, Recycling and Organics Collection Service**

**Motion Passed:** That the contract for Municipal Solid Waste, Recycling and Organics Collection Service be awarded to USA Waste of California, Inc. for approximately \$300,000 annually for a term of three (3) years, with the option of extension for two additional one-year terms, as presented.

Passed with a motion by Mr. Matthew Brach and a second by Ms. Suzanne Seymour.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

### **N.4. Approval to Solicit a Request for Proposals for On-Call Cost Management and Construction Estimating Services - RFP #PS005-062619**

**Motion Passed:** That the Board authorize District staff to solicit an RFP seeking proposals for On-Call Cost Management and Construction Estimating Services.

Passed with a motion by Mr. Matthew Brach and a second by Ms. Suzanne Seymour.

Yes Mr. Matthew Brach  
Absent Ms. Megan Crawford  
Yes Mr. Richard Phillips  
Yes Ms. Linda Reid  
Yes Ms. Suzanne Seymour

### **N.5. Approve the Agreement for Counseling and Support Services Provided by Sage, A Project of Impact Philanthropy Group (formerly known as CASSY) - August 28, 2019 through June 11, 2020**

**Motion Passed:** That (1) the Agreement with Sage, A Project of Impact Philanthropy Group, be amended as follows:

- Item #3. Add the following language:

*The \$540,000 total cost is intended to pay for the equivalent of 6 full time school year mental health therapists. If total services rendered equate to less than 6 full time school year mental health therapists the \$540,000 total will be prorated according to services rendered at the equivalent of \$90,000 for a full time school year mental health therapist.*

- Item #6. Remove the following language:

*Consultants may at their own expense, and to the extent such retention is not in violation of other provisions of the Agreement, retain copies of any or all of the files, documents or other materials transferred upon termination.*

- Item #8: Remove the phrase: *including volunteers*
- Addendum A: Change *therapist(s)* to *mental health therapist(s)* throughout Addendum A.

and (2) the Board approve the Agreement with Sage, A Project of Impact Philanthropy Group, beginning August 28, 2019 through June 11, 2020, for an amount not to exceed \$540,000, as amended.

Passed with a motion by Mr. Richard Phillips and a second by Ms. Suzanne Seymour.

Yes Mr. Matthew Brach  
 Absent Ms. Megan Crawford  
 Yes Mr. Richard Phillips  
 Yes Ms. Linda Reid  
 Yes Ms. Suzanne Seymour

**N.6. Memorandum of Understanding between the Palos Verdes Peninsula Unified School District, the City of Rolling Hills Estates and the City of Rancho Palos Verdes for Use of Pool Facilities**

**Motion Passed:** That the Board approve the Memorandum of Understanding with the cities of Rolling Hills Estates and Rancho Palos Verdes for community use of District pool facilities through May 30, 2024, as presented.

Passed with a motion by Ms. Suzanne Seymour and a second by Mr. Matthew Brach.

Yes Mr. Matthew Brach  
 Absent Ms. Megan Crawford  
 Yes Mr. Richard Phillips  
 Yes Ms. Linda Reid  
 Yes Ms. Suzanne Seymour

**O. Reports of Board Members**

**P. Adjournment**

Minutes:

There being no further business to come before the Board, the meeting was adjourned at 9:05 p.m.

Trent Bahadursingh

Deputy Superintendent