



## MINUTES OF THE BOARD MEETING

### OF THE BOARD OF EDUCATION

July 30, 2024

**Closed Session 6:00 PM / Board Meeting 7:00 PM**

*Education Center · 685 E. Jack London Blvd. · Livermore, CA · 94551*

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**Board Members Present:** President Emily Prusso, Clerk Kristie Wang, Members Craig Bueno, Steven Drouin, and Yanira Guzmán, were present.

**Administrative Staff Present:** Kelly Manke, Assistant Superintendent; Melissa Theide, Assistant Superintendent; Doug D'Amour, Interim Assistant Superintendent; Amy Robbins, Executive Director of Human Resources; Michelle Dawson, Coordinator of Community Engagement; Geoff Warner, Chief Technology Officer; Chris Connor, Director of Elementary Education; Kim McNeely, Bond Program Director; and, Torie F. Gibson, Superintendent.

**Student Board Member Representative Present:** Student Board Member Representatives will not report on their school activities, as the school year has ended.

#### 1.0 6:00 P.M. - CALL TO ORDER

The meeting was called to order by President Prusso.

#### 2.0 6:00 P.M. ADJOURN TO CLOSED SESSION

The meeting was adjourned to Closed Session by President Prusso.

The Board adjourned to Closed Session to discuss items 2.1 through 2.4. Staff in attendance included: Torie F. Gibson, Superintendent; Doug D'Amour, Interim Assistant Superintendent; Kelly Manke, Assistant Superintendent; and Melissa Theide, Assistant Superintendent.

2.1 Public Employee Discipline/Dismissal/Release/Leave/Employment Pursuant to Government Code Section 54957

2.2 Conference with Labor Negotiator Pursuant to Government Code Section 54957.6 Employee Organizations: California School Employees Association (CSEA) - Kelly Manke; Livermore Education Association (LEA) – Kelly Manke; Service Employees International Union (SEIU) – Kelly Manke;

2.3 Anticipated Litigation, Conference with Legal Counsel – Significant exposure to litigation pursuant to Paragraph (2) or (3) of subdivision (d) of Section 54956.9: One Case

2.4 Existing Litigation, Conference with Legal Counsel - Pursuant to Paragraph (1) of subdivision (d) of Section 54956.9 (Gov Code 54954.5(c)): One Case

### **3.0 7:00 P.M. RECONVENE IN OPEN SESSION**

3.1 The meeting was reconvened to Open Session by President Emily Prusso with Clerk Kristie Wang, and Members Craig Bueno, Steven Drouin, and Yanira Guzmán in attendance.

3.2 The Pledge of Allegiance was led by Superintendent Gibson.

3.3 Actions approved in Closed Session - None

3.4 The Board voted on the recommended expulsion - None

3.5 Meeting Procedures - President Prusso reviewed all meeting procedures, including instructions for 8.0 Communication from the Public.

### **4.0 CHANGES TO THE AGENDA**

#### 4.1 The Superintendent will announce any changes to the agenda

Superintendent Gibson reported that there were no changes to the Agenda.

### **5.0 STUDENT BOARD MEMBERS REPORT**

#### 5.1 Student Board Member Representatives will report on their school activities

Student Board Members did not report on their school activities, as the school year has not begun.

### **6.0 EMPLOYEE ASSOCIATION REPORTS**

#### 6.1 Employee Associations will report on activities

President Prusso introduced Ms. Tara Lutz, Vice President of Livermore Education Association (LEA).

Ms. Aimee Thompson, President of LEA, representing teachers, nurses, counselors, psychologists, speech pathologists and teachers on special assignment commented.

Ms. Thompson first welcomed Dr. Gibson as the new superintendent. She also welcomed Ms. Tara Lutz as the new VP of LEA. This is their first Board Meeting in their offices. She shared that last week the LEA Political Action Committee interviewed candidates for the school Board. The committee will be making recommendations for candidate endorsement to their representative council on August 15th for a vote. She and Ms. Lutz, along with the executive board, have been busy preparing for the New Hire Orientation next week on August 7th. They will welcome approximately 50 new members to Livermore. As of Friday, it looked like they have most of their positions filled, and almost fully staffed for the year. The most difficult-to-fill positions are dual immersion and special education. There are a couple of lingering in science, math, career technical education, English, and some middle school core.

Many of their members have started returning to school to prepare to welcome their students back for the new year. The first official paid day of work is August 12th. The Teacher Work Day. Teachers will be busy arranging furniture, setting up bulletin boards, making name tags, labeling files and workbooks and notebooks, reviewing cumulative files, reviewing IEPs, reviewing 504s and planning for the first week of instruction. She commented saying that is a lot to get done in one day. August 13th we will be prepared to welcome back and provide the best for our students.

## **7.0 COMMUNICATION FROM THE PUBLIC**

### A) Audience Communication

None

### B) Correspondence

Board Clerk Kristie Wang announced that there was no Board Correspondence.

## **8.0 INFORMATION / DISCUSSION ITEMS**

### 8.1 Acknowledgment of Receipt of Service Employees International Union Local 1021's 2024-2025 Sunshine Letter

Ms. Kelly Manke, Assistant Superintendent of Administrative services, presented the Acknowledgment of Receipt of Service Employees International Union Local 1021's 2024-2025 Sunshine Letter, for information only.

Public Comments: None

### 8.2 Bond Polling Review

Ms. Kim McNeely, Bond Program Director; Mr. Charles Heath, TeamCivX Partner; and Mr. Brian Godbe, Godbe Research, presented the Bond Polling Results, for information only.

Public Comments: None

## **9.0 DISCUSSION / ACTION ITEMS**

### 9.1 Approval of Employment Contract for Assistant Superintendent of Business Services

Ms. Amy Robbins, Executive Director of Human Resources, presented the Approval of Employment Contract for Assistant Superintendent of Business Services, for Board approval.

Ms. Amy Robbins announced an oral readout:

'This item is the Board's discussion and possible approval of a contract of employment with Kayla Wasley as the new Assistant Superintendent of Business Services in our District. The proposed contract contains the following material terms:

1. The term is from August 21, 2024 to June 30, 2027.
2. The annual base salary is \$276,098 for 12 months of full-time service, with annual step increase or decrease equal to that granted to membership of the Leadership Team for the duration of this agreement. When only a portion of any month or year is served, the Assistant Superintendent's salary shall be prorated to reflect such service.
3. The Assistant Superintendent shall be annually entitled to the same annual stipend for earned Master's and/or Doctorate degrees as other members of the Leadership Management Association.
4. The Assistant Superintendent shall receive the same holidays as provided to other District employees.
5. The Assistant Superintendent shall be reimbursed for travel outside of the county in accordance with Board Policy.
6. The Assistant Superintendent shall be provided with health and welfare, including vision and dental, insurance coverage with premiums costs paid by the District to the same extent as such coverage is afforded to Leadership Management Association members.
7. The District shall provide the Assistant Superintendent at District's expense, with a fully paid term life insurance policy in the face amount of \$200,000.
8. In the event the Board decides to terminate the contract without cause, the Assistant Superintendent will be entitled to compensation equaling her then current base salary for the lesser of 12 months or the remaining term of her contract.

That concludes the summary of the contract. A full copy may be reviewed on the District website as an attachment to this agenda item and is available from the District office upon request.'

Public Comments: None

**ORIGINAL - Motion**

Member **Craig Bueno** Moved, and Member **Steven Drouin** Seconded to approve the **ORIGINAL** motion to 'Approval of Employment Contract for Assistant Superintendent of Business Services.' Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 0 The motion **Carried** 5 - 0.

Emily Prusso	Yes
Kristie Wang	Yes
Craig Bueno	Yes
Steven Drouin	Yes
Yanira Guzmán	Yes

**10.0 CONSENT ITEMS - MOTIONS**

- 10.1 Approval of Employment of Personnel
- 10.2 Approval of Employment of Extracurricular Coaches, 2024/2025

- 10.3 Approval of Leave of Absence
- 10.4 Confirmation of Resignations/Retirements
- 10.5 Approval of Consultant
- 10.6 Approval of Revised Executive Directors' Job Descriptions
- 10.7 Approval of Revised Assistant Superintendent of Business Services Job Description
- 10.8 Approval of Williams Uniform Complaint Procedures Quarterly District Report
- 10.9 Approval of Updated Salary Schedules for the 2024-2025 School Year
- 10.10 Approval of the 2024-2025 Revised Board Calendar
- 10.11 Approval of the June 18, 2024 Board Meeting Minutes

Public Comments: None

**ORIGINAL - Motion**

Member **Steven Drouin** Moved, and Member **Yanira Guzmán** Seconded to approve the **ORIGINAL** motion to 'Approve Consent Items - Motions No. 11.1 through 11.11.' Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 0 The motion **Carried 5 - 0.**

Emily Prusso	Yes
Kristie Wang	Yes
Craig Bueno	Yes
Steven Drouin	Yes
Yanira Guzmán	Yes

**11.0 CONSENT ITEMS - RESOLUTIONS**

- 11.1 Resolution No. 001-24/25, Budget Transfers of Funds-Revenues and Expenditures
- 11.2 Resolution No. 002-24/25, Resolution to Close Fund 14 and Transfer Balances to General Fund
- 11.3 Resolution No. 003-24/25, Resolution to Close Fund 17 and Transfer Balances to General Fund
- 11.4 Resolution No. 004-24/25, Resolution to Close Fund 20 and Transfer Balances to General Fund

Public Comments: None

**ORIGINAL - Motion**

Member **Kristie Wang** Moved, and Member **Steven Drouin** Seconded to approve the **ORIGINAL** motion to 'Approve Consent Items - Resolution Nos. 001 through 004-24/25.' Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 0 The motion **Carried 5 - 0.**

Emily Prusso	Yes
Kristie Wang	Yes
Craig Bueno	Yes
Steven Drouin	Yes
Yanira Guzmán	Yes

## **12.0 CONSENT ITEMS REMOVED FOR SEPARATE DISCUSSION/VOTE**

### 12.1 Consent items removed for separate discussion will be placed here and voted on separately

None

## **13.0 BOARD MEMBER REPORTS AND REQUESTS**

### 13.1 Board Members reported on their activities and/or made requests to staff.

Trustee Guzman said that she just returned from a family vacation.

Trustee Drouin began meeting with Superintendent Gibson, and would like to formally welcome Dr. Gibson to the dais. He looks forward to collaborating with her and her team to help students in our community. He attended the Chamber of Commerce Youth to Work Lunch, and graduated from Livermore Leadership. He shared that the program showcases aspects of the City, from City Governance and big business, to education social services. He was skeptical initially, and shared that it's a big commitment, but that it was definitely worth it. He encouraged people to participate in the program.

Trustee Drouin shared that he attended a dissertation of a former high school student who just earned his PhD from MIT. He thinks it's a testament to our work in public education, that we can prepare students to compete and be successful.

Trustee Bueno thanked Dr. Gibson for taking the job. He shared that he is looking forward to working with her. The leadership transitions are always difficult, and sometimes cause a little bit of growing pains within our organization. But we have a really strong 1,600 employees. Despite some of the economics behind the scenes, he knows that we have a pretty strong assistant superintendent coming on to help us with that. We have a community who is very supportive of us. There is some messaging that we will need to work on for a Bond. We will work with all of our organized groups.

Trustee Bueno went to his son's graduation ceremony, and shared that he received his second doctorate. Now he is doing a fellowship.

Trustee Bueno also mentioned some of the things going on in the City. There has been an uptick of gang activity in town. He mentioned that we know some of the causation and are working with our law enforcement partners.

Trustee Wang echoed all of the thanks and welcoming to Dr. Gibson. She shared that Dr. Gibson has been going like gang-busters with all the moving parts, and her life of moving into Livermore. Trustee Wang attended the Chamber of Commerce Luncheon last week with Dr. Gibson and Dr. Theide to honor and celebrate Trustee Drouin.

President Prusso wanted to also echo what everyone had said, and welcomed Dr. Gibson. She knows that it has been about a month, and she is sure it's been fast and furious, but we appreciate her willingness to hit the ground running and getting everyone ready for school to begin in the next two weeks. She shared that she is very excited. She thanked the Maintenance Operations and Facilities and

Bond Team who have been working overtime to get all the projects done at the schools. She also knows that the people at the District office have been working hard, and the administrative teams and teachers are also working and preparing for the next couple of weeks. She shared that it has been nice to have a summer break, and has enjoyed watching the summer Olympics.

## **14.0 SUPERINTENDENT'S REPORT**

### **14.1 The Superintendent reported on District activities**

Superintendent Gibson has enjoyed watching the men's gymnastics.

Dr. Gibson shared that it has been a fast and furious 30 days, but it has been truly amazing. She met with staff consistently every day, hour by hour. She appreciates those who have had to wait a little bit longer as she is running behind, from one meeting to the next. She has finally been able to start to get out to school sites and meet with principals and school staff, which is truly where she loves to be. If you are trying to get an appointment with her, she will see you in September. She has met with community members, and has been to multiple lunch functions and coffee meetings. She noted that it has been wonderful, and is great when everyone wants to get to know you. She is absorbing it as much as she possibly can, and taking it all in.

Dr. Gibson is excited about this Thursday, which is the first Leadership Workshop Kickoff. Starts at 8am at Granada High School. She shared that this is when the entire leadership team comes together. They will attend the day doing fun reflections and planning. She noted that this is an area of her job that she truly loves, and she thinks she is good at facilitating those conversations. The goal will be to present a strategic plan at a future meeting. We have things to focus on as a team, and as a unit, and to drive the work that we are going to be doing. She is looking forward to Thursday.

She thanked Doug D'Amour for stepping into the Interim role for the District. We are waiting for Ms. Wasley to step in. He has been really remarkable, and hasn't blinked an eye about stepping up and taking over the brains of the Business Department, which is no small thing.

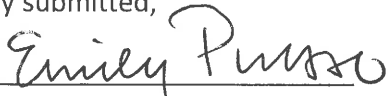
There will be a get together for staff on the 13th. Watch for details. Dr. Gibson has been working with Michelle Dawson and has come up with a plan since there will be no kick off this year. She thinks it will be a good opportunity for those staff that want to get together, to share space. She believes that relationships are a priority, so she thinks in order to build relationships, space needs to be created for people to share. She is looking forward to meeting everyone from the staff who wants to come out and participate.

She and her husband are fully moved. All her things are in the 94550 area code. Good or bad, it may be a little bit of a disaster, but it has been a fun transition and a really amazing month. She is grateful and very humbled to be here at LVJUSD. She thanked the Board for the opportunity.

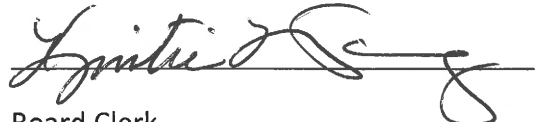
## **15.0 ADJOURNMENT**

There being no further business before the Board, President Emily Prusso adjourned the Meeting at 8:03 p.m.

Respectfully submitted,

  
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Board President

  
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Board Clerk

Approved and entered into the proceedings of this Board this 6th day of August, 2024.