

**LA CAÑADA UNIFIED SCHOOL DISTRICT  
MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD**

October 2, 2007

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 6:00 p.m. by President Scott Tracy on October 2, 2007, in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were Board Members Scott Tracy, Jinny Dalbeck, Susan Boyd, Cindy Wilcox and Joel Peterson.

**CLOSED SESSION**

The Governing Board adjourned to Closed Session at 5:00 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada, California. Present were the five Board Members and Superintendent James Stratton. Deputy Superintendent Bill Loose and Assistant Superintendent Mike Leininger joined Closed Session at 6:00p.m. Closed session adjourned at 7:00 p.m.

**MEMBERS PRESENT:**

- Mr. Scott Tracy, President
- Mrs. Susan Boyd, Vice President
- Mr. Joel Peterson, Clerk
- Mrs. Jinny Dalbeck, Member
- Mrs. Cindy Wilcox, Member

**REGULAR MEETING**

The Regular Meeting of the Governing Board was reconvened at 7:08 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada. Present were the five Governing Board Members, Mr. Stratton, Dr. Loose, Dr. Leininger and Executive Secretary to the Superintendent Kim Bergner. There were approximately 15 people in the audience. Mr. Tracy asked Lindsay Monroe to lead the Pledge of Allegiance to the Flag.

**REPORT OUT OF CLOSED SESSION**

Mr. Tracy reported there was no action taken in closed session.

**REVIEW OF AGENDA**

No agenda modifications were requested.

**APPROVAL OF MINUTES**

Mr. Tracy stated that the minutes of the July 17, 2007, meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes of the July 17, 2007, meeting of the Governing Board were approved as presented.

Mrs. Wilcox requested additions to the minutes. Mrs. Wilcox made a motion to include "(Page 53 request)" into the minutes. The motion failed due to lack of a second.

Mr. Peterson made a motion (Peterson/Dalbeck) to change the word "less" to "better" on page 1 second paragraph and to change page two top of second paragraph from \$120,000 to \$155,000. The motion to make the recommended changes was adopted unanimously.

**REPORTS**

**1. Student Representative**

Mr. Heller reported the Associated Student Body (ASB) is very happy to report they now have a freshman representative. The high school is in the process of preparing for homecoming.

ASB is also in the midst of interviewing for new clubs. This offer gives students the chance to help relay their passions into an organized club. Mr. Heller welcomed Mr. Franzen's Senior Government Econ class who were present to observe the meeting.

**2. Superintendent's Report**

Mr. Stratton stated that Ms. Arthur will be providing a very detailed report on API testing results. Therefore, he will defer his report.

**3. President's Report**

a) Discussion of Governing Board workshops

Mr. Tracy distributed to the Governing Board information regarding previous workshops. The first handout showed past workshops. The second handout reflected top priority, second level, and third level interests. It is Mr. Stratton's proposal that class size reduction be the next workshop to take place at the November 13, 2007, meeting. Mr. Tracy asked the Governing Board to review the list and email him their recommendations. At Mrs. Boyd's request the Governing Board discussed workshop format, specifically, the length, setting and formality of the workshops.

b) Joint Use Committee update from Chairperson, Joel Peterson

Mr. Peterson updated the Board on the Current Review of the Five-Year Capital Improvement Plan. Mr. Peterson specifically discussed the Oak Grove Softball Field Locker Rooms project. This project was originally a \$219,000 project. The project currently is at \$155,183. A committee was formed and it was agreed that a pre-fabricated construction design be chosen which reduced the cost of the project. Input from community groups urged the City and the District to consider committing funds to this project so that it could start immediately.

Lindsay Monroe, softball coach, made a comment regarding the Oak Grove Softball Field Locker Rooms project.

Nancy Thompson, a member of the Softball Board, spoke regarding the need for the Oak Grove Softball Field Locker room project. Mrs. Thompson stated the Softball Board is ready to collect funds from user groups and stated that they will do whatever is needed to get this done.

A softball parent stated that softball user groups are losing players and contributions to endowments. They currently have a commitment of funds and would like to move forward with the momentum.

Mrs. Dalbeck asked what kind of commitment the District has for funding of the project. Mr. Peterson reported if user groups could pay for the building, the City and the District may be able to cover the cost of the site work. Dr. Leininger reported that he has spoken to the architects and they feel they can move very quickly on processing the plans through DSA. However, it is unclear how long it takes to manufacture the building. Dr. Leininger believes it is physically possible to get this project done by spring in time for softball season.

Mr. Peterson clarified that he is looking for an approximate commitment of \$40,000 from the City and District and \$75,000 from user groups. Mr. Peterson asked for direction from the Board to go to the City and propose that we are willing to commit \$40,000 to the project. Mr. Tracy asked for clarification on the contributions from user groups. Mr. Peterson clarified that the District has not approached user groups but that the Sports Coalition has approached them and commitments have been received. Mr. Peterson clarified that the \$40,000 includes the District's share of the architect's fee. The total architect fee is \$11,000. The district's share is \$5,500. Mr. Peterson wants to give the user

groups an explicit hurdle. Mrs. Dalbeck requested that the Board be polled. Mr. Tracy is not interested in committing funds until outside contributions are secure. Mrs. Wilcox said that she wants to give first priority to the 2004 bond projects should the bond projects need additional funding to be completed, so she is not in favor of this funding request. Mrs. Dalbeck, Mrs. Boyd and Mr. Peterson made statements in favor of moving ahead with a tentative commitment for funding. A majority of the Governing Board was in favor of talking to Joint Use for further funding clarification.

Mr. Peterson continued to provide a review of the Five-Year Capital Improvement Plan and possible new Joint Use projects. The Joint Use Committee has identified four projects that would make the most of limited resources while providing the greatest benefit to the district and the community. Those projects are the Oakgrove/Softball Field Bathrooms/Locker Rooms/Storage, re-skinning of the LCHS JV and Oak grove JV fields, the resurfacing of the FIS tennis courts and the resurfacing of the Skate Park and outdoor FIS basketball courts.

Another topic of discussion at Joint Use is the synchronization of City and District Safety, Disaster and Hazard Mitigation plans and planning. The City would participate if the Governing Board considers moving forward with a workshop on this topic. Mrs. Dalbeck asked for clarification on the safety workshop which Mr. Peterson provided.

Due to the length of the pending Reports, Mrs. Wilcox requested moving the Opportunity to Address the Board ahead of Reports. The Board concurred.

#### **OPPORTUNITY TO ADDRESS BOARD**

The following audience members addressed the Board:

Margaret Bourke, LCHS parent, requesting a GATE workshop

#### **REPORTS (cont.)**

#### **4. Assistant Superintendent of Facilities and Operations Report**

##### a) Construction Update

Dr. Leininger provided a construction update on the Paradise Canyon and Palm Crest projects. The project plans are currently at DSA. The advertisement for bids will be published January 7<sup>th</sup> and January 14<sup>th</sup>. The construction on the projects is projected to begin in April of 2008.

Dr. Leininger reported on the flood in the band room caused by a large amount of water from the back parking lot. Osborn Architects is taking full responsibility and the problem will be corrected by Osborn.

##### b) Food Services Update

Dr. Leininger stated he will provide a much broader report for the first quarter but for the first month of school Food Services is ahead of where it was last year. Site participation is up and costs have decreased. Paradise Canyon recently had a parent lunch day which decreased that day's participation but overall participation is looking good. The new school year started with new menus for the elementary schools to address some of the PTA nutrition committee requests. A pasta bar at the elementary schools has been implemented and new menu items such as sushi at the high school have been introduced. The first day that sushi was introduced participation records were broken. The Food Services program is off to a good start.

Mr. Peterson asked for an update on the high school pool. Dr. Leininger reported that the pool pump motor went out and it is going to be out until next week.

## 5. Director of Assessment

### API Report

Ms. Arthur discussed the California Standards Tests results comparing results by both grade and subject. A district comparison of high scoring districts was provided. Ms. Arthur highlighted information presented in a packet which was distributed to the Governing Board. Ms. Arthur further discussed Content Cluster Scores, CAT/6, API Calculations, API Growth Scores, API Subgroups, District Rankings and Highlights of 2007 Performance.

An Academic Performance Index history was presented from 1999 to 2007 by site. A District comparison of the top 20 Unified School Districts showed La Cañada Unified third in the state with an API score of 915. Piedmont City, which is second in the state, has a score of 916. The top scoring district for 2007 is San Marino Unified with a score of 938.

Ms. Arthur completed her report with a highlight of the 2007 STAR and API results by reviewing focus areas and strength areas.

Mrs. Dalbeck asked Ms. Arthur how much time she has to spend with grade levels to discuss the testing results. Ms. Arthur reported she mostly meets with the administrators and shows them the testing results data.

Mr. Tracy asked Ms. Arthur to what she attributes the improved algebra scores. Ms. Arthur responded that it is felt that class size reduction has had an impact on algebra scores.

Mrs. Wilcox asked if we do anything to celebrate our success. Mr. Stratton recommended administrators going into the classroom and congratulating the students. Mrs. Boyd suggested also recognizing the teachers.

The Governing Board gave direction that at the end of the first semester Ms. Arthur will come back to give an update on all follow-up strategies that have been implemented.

## PUBLIC HEARING

### 1. Statement of Assurance of Availability of Pupil Textbooks and Instructional Materials for Fiscal Year 2007-2008 for Grades K-12, Resolution 3-07-08.

The hearing was opened at 9:17 pm. There being no public comment, the hearing was closed at 9:17.

## PROPOSED ACTION ITEMS

### 1. First Reading

- a. **\*Revised 2007-08 Budget, 32-07-08.** It was moved and seconded (Peterson/Dalbeck) to adopt the revised 2007-08 Budget. Dr. Loose reported that the original budget that was adopted was from June. The revised budget is from the beginning of the school year and reflects changes from the state's adopted budget. Dr. Loose reviewed the differences from the original 2007-08 budget and the revised 2007-08 budget and discussed the revisions. Dr. Loose discussed COLA and enrollment projections for 2008-09. Dr. Loose reminded the Governing Board that there is no additional employee compensation reflected in this budget. The District is still anticipating a staff reduction to keep with declining enrollment.

Mr. Peterson asked about the difference in supplies. Dr. Loose reported this is due to major textbook purchases. Mr. Stratton clarified that Business does not include the cost of textbook adoptions prior to purchase. Mr. Peterson expressed concern with artificial inflation. Mr. Tracy asked for clarification on carryovers. There was

consensus from the Governing Board to look into how textbook expenses are computed.

Mrs. Wilcox asked about the decrease in the Special Education allocation. Mrs. Wilcox wants to keep Special Education expenses appropriate to avoid a surprise at the end of the year

The motion to adopt the revised 2007-08 Budget was adopted unanimously.

- b. **\*Resolution 3-07-08 Statement of Assurance of Availability of Pupil Textbooks and Instructional Materials for Fiscal Year 2007-2008 for Grades K-12.** It was moved and seconded (Boyd/Dalbeck) to adopt Resolution 3-07-08 Statement of Assurance of Availability of Pupil Textbooks and Instructional Materials for Fiscal Year 2007-2008 for Grades K-12. Mr. Stratton stated this resolution is a requirement of the Williams litigation. Mr. Stratton reported that he has been assured that the few students who did not have textbooks because they registered late now have textbooks. It was moved (Peterson/Wilcox) to amend the time on the resolution to reflect 9:17 p.m. The motion to amend the resolution to correctly reflect the time of adoption to 9:17 p.m. was adopted unanimously. The motion to adopt Resolution 3-07-08 Statement of Assurance of Availability of Pupil Textbooks and Instructional Materials for Fiscal Year 2007-2008 for Grades K-12 was adopted unanimously.
- c. **\*Resolution 4-07-08 Proclamation of Red Ribbon Week.** It was moved and seconded (Boyd/Wilcox) to adopt Resolution 4-07-08 Proclamation of Red Ribbon Week. October 22 – 26. The motion to adopt Resolution 4-07-08 Proclamation of Red Ribbon Week was adopted unanimously.
- d. **\*Revisions of Conflict of Interest Code, R34-07-08.** It was moved and seconded (Wilcox/Dalbeck) to approve the Revisions of Conflict of Interest Code, R34-07-08. The revisions presented were requested by the County Board of Supervisors. The motion to approve the Revisions of the Conflict of Interest Code, R34-07-08 was adopted unanimously.
- e. **\*Appointment of Governing Board designee for community college enrollment forms, R37-07-08.** It was moved and seconded (Boyd/Dalbeck) to approve the appointment of a Governing Board designee for community college enrollment forms, R37-07-08. The approval of this would allow the La Canada high school administrator to sign community college enrollment forms for students below the cut-off age. The motion to approve the appointment of a Governing Board designee for community college enrollment forms was adopted unanimously.
- f. **\*Amendment to Lundgren Management Construction Services contract, R33-07-08.** It was moved and seconded (Boyd/Peterson) to approve the Amendment to Lundgren Management Construction Services contract, R33-07-08. As discussed as part of his report at the last Governing Board meeting, Dr. Leininger and Mr. Stratton met with legal counsel and Lundgren Management to discuss an amendment contract for future projects. The contract presented includes new projects with the agreed upon amended rates. The motion to approve the Amendment to Lundgren Construction Management Services contract, R33-07-08, was adopted unanimously.

## 2. Consent Agenda

It was moved and seconded (Dalbeck/Wilcox) to approve the Consent Agenda as presented. The motion to approve the Consent Agenda was adopted unanimously.

- a. **Personnel Report, P6-07-08.** The Board approved the following Personnel Items:  
*Certificated:* New Hires: Mohyi Afifi, Tawni Allen, John Arend, Nadia Baradar,

Yvonne Castillo, Anne Charchian, Ted Colvin, Jennifer Flynn, Kristin Korkunis, Lauren Leone, Raffi Martinian, Sue Ann Mohr, Jerremy Pfitzer, Holly Price, Bernadette Rivera, Rebekah Ruswick, Lynda Slotky, Sandra Vivar, Gail Young. *Classified:* New Hires: Joy Benvenuti, Marina Sulzbach, Armineh Mooshagian, Karen Swett, Heaja Kim, Ronna Mandel, Seham Hanna, Clarice Buniatyan, Lida Abouljian, Bob Nichollson. Modification: Lina Hariz, Astgik Tarkhianians, Gretel Ujfalasy, Mariella Nyubakken. Declined Employment: Beverly Arakawa, Roxanne Gay, Theresa Kalin.

- b. **Special Activities: LCE Pali Mountain and Time Capsule at Dana Point, R36-07-08.** The Board approved the field trip to Pali Mountain on October 15 – 19, 2007, and the Time Capsule/Ocean Institute field trip October 24 – 26, 2007.
- c. **Notice of Completion, R31-07-08.** The Board approved the Notice of Completion for Commercial Paving & Coating for asphalt repaving; Stone Roofing for roof replacement at 3 sites and Quality Craft for renovation to football field restrooms.
- d. **Gifts to District, R27-03-04.** The Board approved the Gifts to the District as presented.
- e. **Purchase Order List #4-07-08.** The Board approved Purchase Order List #4-07-08.

### COMMUNICATIONS

Mrs. Boyd asked about the requirement for students to purchase graphing calculators. Mr. Stratton responded that the district provides class sets of graphing calculators but not for every student. Dr. Leininger reported that at one time class room sets were supplied by SI. Mr. Stratton will research what classes currently have them and whether it is a requirement or a suggestion for students to purchase the calculators. This information will be shared in TWIR.

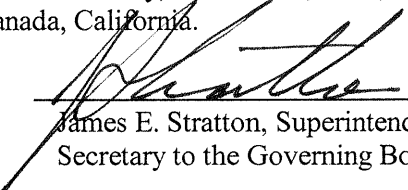
Mr. Tracy discussed workshop priorities and requested the Governing Board email him their priorities by October 15. The intent is to compile the information and then priorities will be set.

Mrs. Wilcox asked for clarification on items distributed to the Governing Board. Mr. Stratton clarified that it is not a public document if it has been labeled For Board Review Only. Mr. Stratton agreed that the pink sheets <sup>AND</sup> the related attachments that are distributed to the Board for regular board meetings are legal to distribute to the public.

Mr. Peterson reported that the Kiwanis wine event raised \$30,000 on the wine.

### ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 10:05 p.m. The next Regular Meeting of the Governing Board will be held on Tuesday, October 23, 2007, at 7:00 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada, California.

  
James E. Stratton, Superintendent  
Secretary to the Governing Board

### MINUTES APPROVED

  
Joel Peterson, Clerk

Date

1/10/08