

**LA CAÑADA UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE GOVERNING BOARD**  
**October 1, 2001 in LA CAÑADA ELEMENTARY SCHOOL LIBRARY**  
**4540 Encinas, La Cañada, California**

**AGENDA**

**CALL TO ORDER** in La Cañada Elementary School Library at 5:00 p.m.  
**CLOSED SESSION** in La Cañada Elementary School Faculty Lounge at 5:01 p.m. (Agenda attached)  
**REPORT OUT OF CLOSED SESSION**  
**REGULAR MEETING** in La Cañada Elementary School Library at 7:00 p.m.  
**PLEDGE OF ALLEGIANCE**  
**APPROVAL OF MINUTES**, September 11/19, 2001  
**APPROVAL OF AGENDA**

**REPORTS:**

- |    |                         |          |
|----|-------------------------|----------|
| 1. | President's Report      | Racklin  |
| 2. | Curriculum Report       | Stratton |
| 3. | Superintendent's Report | Leabo    |

**OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD** concerning items not on the agenda. The *Brown Act* prohibits the Board from responding to items not on the agenda. Please limit your remarks to three minutes. In order to facilitate the efficient working of the Board, comments on non-agendized items will be limited to a total of 45 minutes.

**PROPOSED ACTION ITEMS** (over for a description of items)

1. **First Reading** [Asterisk (\*) denotes action may be taken on the first reading.]
  - a. \*Board Policy Revision 1312.3 Uniform Complaint Procedures, R51-01-02 Stratton
  - b. \*Possible Granting of Easement to City of La Cañada Flintridge, R55-01-02 Leabo
  - c. \*Contract with Fairbank, Maslin, Maullin & Associates for Bond Survey, R56-01-02 Leabo
  - d. \*Memorandum of Understanding with CSEA to change positions from CMSA to CSEA, R57-01-02 Leabo
  - e. \*Memorandum of Understanding with LCTA Concerning Additional Stipends, R58-00-01 Leabo
  - f. \*Memorandum of Understanding with LCTA Concerning Back Pay for a Certificated Employee, R59-01-02 Leabo
  - g. \*Approve Special Meeting of Governing Board on December 4, 2001, R60-01-02 Racklin
  - h. \*Superintendent Search, R61-01-02 Racklin
2. **Consent Agenda**
  - a. Personnel Report, P6-01-02 Leabo
  - b. Extra Duty/Extra Pay Report, P7-01-02 Leabo
  - c. Modification of Salary for Director of Fiscal Services, R62-01-02 Leabo
  - d. Chiller/Boiler Replacement, R62-01-02 Leabo
  - e. Disposal of Surplus Equipment, R53-01-02 Leabo
  - f. Special Activity: Biodiversity Workshop – Amazon Rainforest, R54-01-02 Stratton
  - g. Non-Public School/Non-Public Agency Contracts, R50-01-02 Stratton
  - h. Gifts, R52-01-02 Leabo
  - i. Purchase Order List #5 Leabo

**COMMUNICATIONS: Informational communication among Board and staff members**  
**RECONVENE CLOSED SESSION** (if needed)  
**RECONVENE OPEN SESSION AND REPORT OUT OF CLOSED SESSION** (if needed)  
**ADJOURNMENT**

The Next Regular Governing Board Meeting will be held on October 23, 2001 at 7:00 p.m. in the  
La Cañada Elementary School Library

## October 1, 2001 GOVERNING BOARD MEETING, DESCRIPTION OF ACTION ITEMS

### 1. First Reading[*Asterisk (\*) denotes action may be taken on the first reading.*]

- a. \*Board Policy Revision – 1312.3 Uniform Complaint Procedures, R51-01-02. Recent changes in federal and state codes are reflected in the revisions of BP 1312.3, Uniform Complaint Procedures. The Board is requested to approve the revisions to BP 1312.3, Uniform Complaint Procedures.
- b. \*Possible Granting of Easement to City of La Cañada Flintridge, R55-01-02. In order for the City to move forward with the securing of funding and ultimate construction of two indented vehicle drop off areas at La Cañada High School, the project will require that the school provide the City with an easement for roadway purposes, or another form of dedication, which will allow construction to move forward. The Board is requested to approve the Agreement with the City of La Cañada Flintridge for an Easement.
- c. \*Contract with Fairbank, Maslin, Maullin & Associates for Bond Survey, R56-01-02. The Board is requested to approve the contract with Fairbank, Maslin, Maullin & Associates for a Bond Survey and direct the Interim Superintendent as to what process to use in reviewing Draft 1 of the survey.
- d. \*Memorandum of Understanding with CSEA to change positions from CMSA to CSEA, R57-01-02. The Classified Employees of the La Cañada Unified School District Chapter 122 is asking that the following CMSA positions (Account Technician I and II and Payroll Technician) be brought back to the classified bargaining unit. They also request that when the positions of Secretary for Special Services and Technology Support Specialist are vacated, they be returned to the CSEA bargaining unit. The Board is requested to approve the Memorandum of Understanding between LCUSD and CSEA.
- e. \*Memorandum of Understanding with LCTA concerning additional stipends, R58-00-01. The La Cañada Unified School District and the La Cañada Teacher's Association have agreed to modify Appendix B of the current contract by adding stipends. The Board is requested to approve the memorandum of understanding concerning additional stipends.
- f. \*Memorandum of Understanding with LCTA concerning back pay for a certificated employee, R59-01-02. During the 2000-01 school year, a teacher was not paid for the full number of instructional minutes provided based on the definition of full time instructional minutes per day in the current labor contract. The Board is requested to approve the memorandum of understanding concerning back pay for a certificated employee.
- g. \*Approve Special Meeting of the Governing Board on December 4, 2001, R60-01-02. The Board is requested to approve a Special Meeting on December 4, 2001 for the purpose of administering the Oath of Office and seating the newly elected Board members.
- h. \*Superintendent Search, R61-01-02. The Board is requested to provide direction for the next steps in the process of the search for a new superintendent.

### 2. Consent Agenda

- a. Personnel Report, P6-01-02. The Board is requested to approve the Personnel items.
- b. Extra Duty/Extra Pay Report, P7-01-02. The Board is requested to approve the Extra Duty/Extra Pay Report.
- c. Modification of Salary for Director of Fiscal Services, R62-01-02. Director of Fiscal Services position is currently open. The District is in the process of hiring a replacement for the position and would like to change the salary range from 59 to 55. The Board is requested to approve the modification of CMSA Salary Schedule for the position of Director of Fiscal Services.
- d. Request to go to Bid for Chiller/Boiler Replacement, R62-01-02. On May 7, 2001, the Governing Board directed Osborn Architects to proceed with the completion of construction documents for the high school Chiller/Boiler replacement project. Osborn Architects has now completed the construction documents and is recommending that the project is ready for bidding. The Board is requested to approve going to bid for Chiller/Boiler replacement at LCHS.
- e. Disposal of Surplus Equipment, R53-01-02. ROP has had their own copier. Estimates to fix the equipment and the cost of replacing cartridges is not cost effective. The Board is requested to approve disposal of the copier.
- f. Special Activity: Biodiversity Workshop – Amazon Rainforest, R54-01-02. The Board is requested to approve the Special Activity: Biodiversity Workshop – Amazon Rainforest, Machu Picchu extension, Cusco, Peru, Saturday, June 22 through Tuesday, July 7, 2002.
- g. Non-Public School/Non-Public Agency Contracts, R37-01-02. The Board is requested to approve the Non-Public School/Non-Public Agency Contracts.
- h. Gifts, R45-01-02. This is a list of donations to the district since the last regular Board meeting.
- i. Purchase Order List #5.

**LA CAÑADA UNIFIED SCHOOL DISTRICT**

**REGULAR MEETING OF THE GOVERNING BOARD**

**OCTOBER 1, 2001 – LA CAÑADA ELEMENTARY SCHOOL LIBRARY**  
**4540 ENCINAS, LA CAÑADA, CALIFORNIA**

**CLOSED SESSION: 5:00 P.M.**

**IN LA CAÑADA ELEMENTARY SCHOOL FACULTY LOUNGE**

**CLOSED SESSION AGENDA**

- 1. Public Employee Discipline/Dismissal/Release**
- 2. Public Employee Appointment/Employment**
- 3. Student Discipline and/or Related Student Matters**
- 4. Conference with Labor Negotiator**

Government Code Section 54957.6. Direction will be provided to District Negotiator Interim Superintendent Dr. Sue Leabo regarding negotiations with LCTA and CSEA.

- 5. Conference with Real Property Lease Negotiator**

GC Sections 54954.5, 54956.8. Direction will be provided to District lease negotiator Interim Superintendent Dr. Sue Leabo regarding the terms of the leases at the District owned sites.

- 6. Pending Litigation**

GC Section 54956.9. Disclosure would jeopardize process of settlement.

**RECONVENE OPEN SESSION FOR REGULAR BOARD MEETING**

**7:00 p.m. in La Cañada Elementary School Library**

**RECONVENE CLOSED SESSION** following the regular 7:00 p.m. meeting, if needed.

**RECONVENE OPEN SESSION** for adjournment.