

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

January 13, 2004

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:00 p.m. by President Andy Beattie on January 13, 2004 in the La Cañada High School Information Resource Center at 4463 Oak Grove in La Cañada, California. Present were Board Members Andy Beattie, Jinny Dalbeck, Ron Dietel, Scott Tracy, Cindy Wilcox, and Superintendent Sue Leabo, Deputy Superintendent Jim Stratton and Chief Business Officer Dave Banis.

**CLOSED SESSION**

The Governing Board adjourned to Closed Session at 5:01 p.m. in the La Cañada High School Information Resource Center Workroom. Present were the five Board Members, Superintendent Sue Leabo, Deputy Superintendent Jim Stratton and Chief Business Officer Dave Banis. Closed session adjourned at 6:10 p.m.

**GOVERNING BOARD WORKSHOP**

The Board reconvened to Open Session at 6:11 p.m. for a workshop on K-12 Content Standards-Based Education. Mr. Stratton opened the workshop by explaining the standards. Mr. Stratton stated "Standards are an enduring commitment, not a passing fancy". The contents of the workshop included: History, Standards-Based Curriculum, Assessment, Multiple Measures, Standards Aligned Textbooks, Progress Reports, Power Standards, Accountability, Next Steps.

Mr. Stratton discussed the History of Content Standards beginning in 1983 with A Nation at Risk and the adoption of Academic Content Standards in 1997. The districts standards history began in 1997 with the creation of the K-12 writing assessments and rubrics. The districts progress over the last 6 years includes professional development, standards-based curriculum guides, adoption of new standards policies, new textbook adoptions, standards-based report cards, intervention programs. Most recently the district identified power standards and quarterly anchor assessments.

Standards based-curriculum involves process and format. The process includes: Unpacking the standards, professional development, review of other documents, institute work, collegial review, publications, a living document. Format includes: pacing guide, standards/teaching/testing, Appendix: Teaching Strategies, Appendix: Resource Materials, Appendix: Assessments.

Mr. Stratton discussed multiple measures for assessment. Samples of writing assessments and rubrics were shown and discussed. Also discussed was the Data Works accountability model – grade level standards.

Mr. Stratton explained the textbook adoption process. The state approves specific titles for the subject area up for adoption. Publisher representatives come to the district and demonstrate the texts and resource material. Teachers then spend 5 to 6 months examining, piloting and reviewing the books. Parents are invited to review and give written evaluations of the books. Additional evaluation is solicited from universities and county consultants. The content area representatives from each grade at each school (21 teachers total) get together with principals, teacher specialists and Mr. Stratton to make a final decision regarding the text. The entire textbook adoption process takes approximately 18 months. The Board makes final approval.

Mr. Stratton discussed the report card change process. Samples of the new standards-based report cards were distributed to the board. The new report cards were created over a two-year period. Grade 5 is

being created this year. K – 4 are reported on a number system instead of letter grades. Fifth and Sixth graders receive letter grades.

Mr. Stratton summarized power standards. Power standards are the standards LCUSD teachers feel are the most important. Power standard guidelines are as follows: There should be a limited number per class; they should receive more instructional time than a standard that is not a power standard; they should be measured on key grade level or departmental assessments; mastery should be reflected in course grade; curriculum materials should emphasize the power standards; the power standards should be the core of backwards mapping lesson development. A pacing guide was created to help teachers with their monthly teaching plans and requirements to meet grade standards. Quarterly assessments are then created to make sure students are meeting standards. This gives the teacher the opportunity to look at the strengths and weaknesses of the students at that point.

Mr. Stratton discussed the districts current standards results. Student performance on the California Standards Tests show the incredible results the district has achieved based on the hard work of the teachers in implementing and teaching the power standards.

Lastly, Mr. Stratton discussed the district's next steps. Several of the districts new goals are to have full power standard guides on line, to revise grade 6 report cards, to have all K-6 report cards on line, to complete assessment data on line and make available for online student progress for teachers and parents.

Mr. Dietel asked Mr. Stratton to come back to the board to further discuss the power standards. Mr. Beattie thanked Mr. Stratton for the outstanding work his department and staff has done. Dr. Leabo reported that many times we talk about business issues and don't take the time to discuss the standards and the hard work being done by Mr. Stratton, his staff, and teachers.

The workshop adjourned at 7:13 p.m.

**MEMBERS PRESENT:** Mr. Andy Beattie, President  
Mr. Ron Dietel, Vice President  
Mrs. Cindy Wilcox, Clerk  
Mrs. Jinny Dalbeck, Member  
Scott Tracy, Member

### **REGULAR MEETING**

The Regular Meeting of the Governing Board was reconvened at 7:14 p.m. in the La Cañada High School Information Resource Center. Present were the five Governing Board Members, Dr. Leabo, Mr. Stratton, Mr. Bani, Executive Secretary to the Superintendent Kim Bergner. There were approximately 35 people in the audience. Mr. Beattie asked Lauren Beattie to lead the Pledge of Allegiance to the Flag.

### **REPORT OUT OF CLOSED SESSION**

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

### **APPROVAL OF AGENDA**

It was moved and seconded (Dietel/Wilcox) to approve the agenda. The motion to approve the agenda was adopted unanimously.

## APPROVAL OF MINUTES

Mr. Beattie stated that the minutes of the December 2, 2003 and December 9, 2003 regular meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes of December 2, 2003 and December 9, 2003 were approved as corrected.

## REPORTS

### 1. Superintendent's Report

**Sodexo Update** - Mr. Banis introduced Mr. George Grout, the Sodexo consultant that will be working with the Food Services Department. Mr. Grout stated he is very happy to be working with the district and looks forward to meeting the district's expectations. Dr. Leabo reported the sodas have been removed from the high school vending machines and have been changed to juice and water.

**Budget Reductions to Date** – Dr. Leabo reported on budget reductions to date. She reviewed what reductions the district has made during the past several years. Dr. Leabo discussed the Administrative/Management positions. Dr. Leabo's discussion reported total cuts of \$1,760,000.

**1999 Bond Update** – Dr. Leabo reported on what was accomplished with the 1999 \$6 million Bond funds.

### 2. President's Report

#### **Bond and Parcel Tax Campaign**

Mr. Beattie reported on the bond and parcel tax campaign. The campaign is being run by Susan Boyd. Cindy De Brauwere is the campaign treasurer. This campaign is separate and distinct from the district. It is run by community members and board members, if they choose to do so. The kick off will start on Saturday January 24 with tours of the high school. Ms. Boyd and the campaign organization are working hard on educating the community. Mrs. Dalbeck reported that presentations are being done to all PTA's. Presentations will also be presented to local service groups. The campaign web site is [www.YesBP.org](http://www.YesBP.org). Mr. Dietel thanked the committee and board members for their hard work on this campaign. Mrs. Wilcox also thanked the campaign committee. Mr. Tracy reported on an ASB voter registration campaign. He stated every vote is critical. Mr. Masters, Student Representative and Mr. Kotik, ASB President will be working together on this campaign. Mrs. Wilcox will be heading up a registration drive for school families.

**Student Representative Report** – Mr. Masters reported on ASB affairs. Monte Carlo is a Junior Class fundraiser dance and was a success on Saturday, January 10<sup>th</sup>. There was an assembly to bring more awareness for the Monte Carlo Dance and to boost school spirit on Friday the 9<sup>th</sup>. Mr. Masters also reported on the end of the semester, the approaching finals and the senior anxiety waiting for college acceptance letters. ASB is putting together an annual or semi-annual Salute to Teachers, where 5 or 6 teachers will be chosen to salute.

Mr. Dietel questioned Mr. Masters on the soda change over. Mr. Masters reported it has gone okay.

## OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

Gaby Pryor, La Canada resident

## PROPOSED ACTION ITEMS

### 1. First Reading

- a. **\*Resolution #11-03-04 Approving 457 Plan Adoption Agreement and Participation in Deferred Compensation Plan Provided by Tax Deferred Services, Inc.** It was moved and seconded (Dalbeck/Tracy) to approve Resolution #11-03-04 Approving 457 Plan Adoption Agreement and participation in Deferred Compensation Plan Provided by Tax Deferred Services, Inc. Mr. Banis reported district employees are offered several investment options. The 457 plan is similar to a tax shelter annuity. This plan would give the employees an option to put away more money than is currently allowed. Mr. Tracy questioned costs to the employees. Mr. Dietel questioned research done on the company. Mr. Banis responded Tax Deferred Services, Inc. was selected because they are endorsed by California School Board Association (CSBA) and fees vary depending on the plan. The motion to approve the Resolution #11-03-04 was adopted unanimously.
- b. **\*Acceptance of 2002-03 Audit Report, R77-03-04.** It was moved and seconded (Tracy/Dietel) to accept the 2002-03 Audit Report. Mr. Banis reported it is required for an audit to be done on an annual basis. Our Auditors; Boceta, Macon, Workman & Associates met with two members of the governing board to review the report. Mr. Banis discussed the audit results. There were two findings in the audit report, both items have been reviewed and corrected. Mrs. Wilcox and Mr. Dietel reported they had a very in-depth discussion with the auditors and the audit was very positive. Mrs. Wilcox acknowledged the constant effort of the business staff. Mr. Banis agreed and thanked Diane Clinton and her staff. LCTA asked for a copy of the audit report. The motion to accept the 2002-03 Audit Report was adopted unanimously.
- c. **Elimination of Bus Service to and from Chilao, R88-03-04.** It was moved and seconded (Dalbeck/Dietel) to approve the Elimination of Bus Service to and from Chilao, R88-03-04. Mr. Banis reported the transportation for Chilao students cost the district approximately \$47,000 annually. With recent cuts in the district budget Mr. Banis has been asked to look for ways to cut expenses. Therefore, Mr. Banis is presenting the elimination of bus service to and from Chilao which will provide the district with a savings of approximately \$47,000. Mr. Tracy questioned whether federal funding is available to assist with the transportation expenses. Mr. Banis reported the Federal Government gives a per pupil allocation for government employees that attend the district schools. Mr. Banis has contacted Congressman David Dreier to see if funding is available to assist with the funding of transportation to and from Chilao.

The following audience members addressed the board on the Chilao transportation agenda item:

Scott Hamrick, a Chilao resident, made a presentation to the board. He reported there are approximately 12 – 15 families that will be affected by this decision. He mapped

out the bus route and the drive to meet the bus. He discussed the driving hazards on this route.

Tanya Castillo, a LCUSD parent living at Mt Wilson Observatory discussed safety and the economic impact on families. Mrs. Castillo informed the board she currently has a 45 minute trip just to the bus and back.

Anthony Villalobos, a LCUSD parent living 30 miles up Angeles Crest, reported the school bus has always been a part of his family's lives. It is important that the district be aware of how important this service is to the families.

Officer Weakman, a 37 year employee with the forest service, discussed the Chilao school house and the safety concerns with eliminating the Chilao bus service.

Mrs. Dalbeck suggested we table this item until after the March primary, at which time the district will have a better understanding of the state of the districts budget for next year. Mrs. Dalbeck reported the community needs to know the elimination of this service is a possibility but be assured the district will do whatever possible depending on what funding is available. Mr. Tracy reported if the Parcel Tax does not pass the district can not assure this service can continue. However, he would like to figure out a way to find funding. Mr. Dietel reported that this has previously been discussed, but feels that the cost of this service has to be weighed against the educational value of the district students and he suggested parents look at other transportation alternatives. Mrs. Dalbeck reported she will be talking to Congressmen Drier and Schiff. Mrs. Dalbeck requested employer information from the Chilao families. Dr. Leabo and Mr. Beattie reported they would be happy to meet with employers to discuss the possibility of providing some funding for the transportation service. Mrs. Martinez, a Chilao parent, questioned past practice of having a district employee drive the school bus. Dr. Leabo reported the cost to the district would be greater than contracting out. Mr. Beattie reported he drove the route himself to personally see what impact this would have on the families. He agreed it is a long involved route and he feels for the students that have to make the ride every day, and for families that have to make that ride. Mr. Beattie stated he feels the district needs to exhaust all funding options available and that the district needs to support this issue while being as creative as possible to find funding. A motion to table this item until March 2004 was moved and seconded (Dalbeck/Wilcox). The motion to table this item until March 30, 2004 was adopted unanimously.

- d. **Approval of Increase in Facility Use Rates for the 04-05 School Year, R89-03-04. .**  
**Mr. Banis reported the rates have not increased for three years.** Mr. Banis is proposing facility use rates be increased approximately 10%. Personnel costs are increasing and inflation has gone up 10% over the past three years. Therefore, Mr. Banis is requesting this increase. Current user's rates will increase gradually.

Robin Williams, a teacher at Paradise Canyon, spoke regarding the facility use rates. Ms. Williams requested the consideration of a reduction or waiver of facility use fees for an employee aerobics class at Paradise Canyon Elementary. Mary Linda Vandavelde, also a teacher with the district, explained the fitness class and current charges and also requested a waiver or reduction in the current fees. Mrs. Dalbeck questioned whether the district can waive the fee. Dr. Leabo explained the waiver would be a gift of public funds and the district would not be complying with the Civic Center Act. Mrs. Dalbeck requested Dr. Leabo get a legal opinion on this issue. Mr. Beattie thanked Mr. Banis for bringing the rates up to date and suggested the district consider negotiating this facility use as a wellness program for district employees. Dr.

Leabo informed the board she is concerned about consistency with district policy. Mr. Beattie asked that Dr. Leabo research this issue and report back to the board. This item will return for second reading at the next board meeting.

- e. **\*Ratification of LCTA Memorandum of Understanding, R92-03-04.** It was moved and seconded (Dietel/Dalbeck) to approve the ratification of LCTA memorandum of understanding, R92-03-04. Dr. Leabo reported there were some reopeners in negotiations for 02-03 negotiations. These items present no costs to the district. Appendix B are positions that must be negotiated because they are performed by district teachers. Mrs. Wilcox questioned what happens in the event the district can no longer afford to fund these positions. Dr. Leabo responded a problem would only exist if a LCTA or CSEA position were replaced by a volunteer performing the position the exact hours as the employee. Mrs. Hufstедler responded by informing the board if these positions are not in the contract, the positions cannot be paid. The motion to approve the ratification of LCTA memorandum of understanding subject to verification of shot clock operation fees was adopted unanimously.

### 3. Consent Agenda

It was moved and seconded (Dalbeck/Tracy) to approve the consent agenda as presented. The motion to approve the consent agenda was adopted unanimously.

- a. **Personnel Report, P13-03-04.** The Board approved the following personnel items: *Classified:* Modifications: Armineh Ovasapian, Resignations: Marine Melkonian, Thomas Nelson
- b. **Extra Duty, Extra Pay, P14-03-04.** The Board approved the Extra Duty/Extra Pay Report.
- c. **Approval of Contract with SBS/Pac Bell, R93-03-04.** The Board approved the Contract with SBC/Pac Bell.
- d. **Special Activity: LCHS Golf Team – Lompoc, California and Camarillo, California, R91-03-04.** The Board approved the Special Activity for the LCHS Golf Team.
- e. **Non-Public School/Non-Public Agency Contracts, R86-03-04.** The Board approved the non-public school/non-public agencies contracts.
- f. **Gifts to District, R90-03-04.** The Board approved the following Gifts to District: Technical Manuals, Pasadena La Canada Electric Co; \$2,000.00, Dr. Vivian Chui; \$366.00, Edison International/Jill Horswell; \$234.54, Richard A. Miller; \$400.00, Sean A. Kim; \$130.00, Mr. & Mrs. Pearson; \$350.00, Mr. & Mrs. Bledsoe; \$104.25, Mr. & Mrs. Gooch; \$25.00, Ms. Lisa Arnett; \$250.00, United Way; \$14,600.00, La Canada Spartan Boosters.
- g. **Purchase Order List #8.** The Board approved Purchase Order List #8.

### COMMUNICATIONS

Mr. Beattie read a letter from Mrs. Reynolds thanking the board for her reception in December. Mrs. Dalbeck reported she has received the CD with pictures from Mrs. Reynold's reception. Mrs. Dalbeck stated she would like to recommend we have a workshop at 6:30 on the oversight committees at the next board meeting to discuss the application and selection process.

Mrs. Dalbeck reported she received a call from a financial advisor at AG Edwards. She asked if Mr. Tracy would look into the use of a financial advisor in the event the bond and/or parcel tax pass. Mr. Tracy replied he and Mr. Banis will look into it together.

Dr. Leabo questioned whether help is needed for the high school tours on January 24<sup>th</sup>.

**RECONVENE TO CLOSED SESSION**

The Board reconvened to Closed Session at 9:45 p.m.

**REPORT OUT OT CLOSED SESSION**

The Board reconvened to Open Session at 9:50 p.m. and reported that there was no action taken in Closed Session.

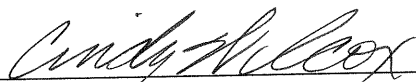
**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 9:51 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, February 10, 2004, at 7:00 p.m. in the La Cañada High School Information Resource Center.

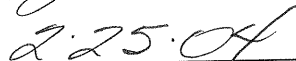


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Sue Leabo, Superintendent  
Secretary to the Governing Board

**MINUTES APPROVED**



\_\_\_\_\_  
Cindy Wilcox, Clerk



\_\_\_\_\_  
Date

