

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

March 8, 2005

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:00 p.m. by President Ron Dietel on March 8, 2005 at La Canada High School in the Information Resource Center at 4463 Oak Grove in La Cañada, California. Present were Board Members, Ron Dietel, Scott Tracy, Jinny Dalbeck, Cindy Wilcox, and Andy Beattie.

**CLOSED SESSION**

The Governing Board adjourned to Closed Session at 5:01 p.m. at La Canada High School in the Information Resource Center at 4463 Oak Grove in La Canada, California. Present were the five Board Members, Superintendent Sue Leabo, Deputy Superintendent Jim Stratton, Assistant Superintendent Bill Loose and Assistant Superintendent John Kramar. Closed Session adjourned at 7:00 p.m.

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

**REGULAR MEETING**

The Regular Meeting of the Governing Board was reconvened at 7:04 p.m. in the Information Resource Center at La Canada High School in La Canada, California. Present were the five Governing Board Members, Dr. Leabo, Mr. Stratton, Dr. Loose, Mr. Kramar and Executive Secretary to the Superintendent Kim Bergner. There were approximately 16 people in the audience. Dr. Dietel asked Melissa Richmond to lead the Pledge of Allegiance to the Flag.

**REPORT OUT OF CLOSED SESSION**

Dr. Dietel reported there was no action taken in closed session.

**APPROVAL OF AGENDA**

Dr. Dietel reported agenda item 1d has been pulled from the agenda. It was moved and seconded (Beattie/Dalbeck) to approve the agenda. The motion to approve the agenda was adopted unanimously. It was moved and seconded (Tracy/Beattie) to move agenda item 3e to agenda item 1d and to move agenda item 3i to agenda item 1e. The motion was adopted unanimously. It was moved and seconded (Wilcox/Tracy) to amend the agenda to move agenda item 1b be discussed prior to 1a. The motion to move agenda item 1b to be discussed prior to 1a was adopted unanimously.

**APPROVAL OF MINUTES**

Dr. Dietel stated that the minutes of the February 8, 2005 regular meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes of the February 8, 2005 were approved as presented.

**REPORTS**

**1. Superintendent's Report**

- a) **Golden Apple Presentation** – Dr. Leabo reported Char Adams is this years Golden Apple Award recipient. Ms. Adams was recognized at the Golden Apple Breakfast sponsored by ACSA.

- b) **Elementary Special Education** – Dr. Leabo discussed the number of special education students at each site and the number of inter-district transfers at each site. Dr. Leabo provided a breakdown of special day classes at Palm Crest and the preschool class at Paradise Canyon. Dr. Leabo briefly discussed the C.I. (Cocular Implant) class at Paradise Canyon. There are currently three students enrolled in that class. The CI class is a SELPA program with only one of those three students from La Canada.

2. **President's Report**

- a. **Five Star Coalition Update**—Dr. Dietel reported on the Five Star Coalition. Dr. Dietel expressed his appreciation for all the years Mrs. Dalbeck has contributed to the Five Star Coalition as President. Mrs. Dalbeck was presented with an award at the last Five Star meeting as she stepped down as President.

Dr. Dietel briefly mentioned the Sexual Harassment training the district will be implementing.

3. **Student Representative Report** – Kim Chau was unavailable this evening. Melissa Richmond was present as the student representative. Ms. Richmond reported this Friday is an assembly. Also next week there will be several activities during lunch and break to get the students excited about school.

**OPPORTUNITY TO ADDRESS BOARD**

The following audience members addressed the Board:

Mary Jane Hufstedler, LCTA

**PROPOSED ACTION ITEMS**

1. **First Reading**

- a. **\*Second Interim Report, R136-04-05.** It was moved and seconded (Beattie/Tracy) to approve the Second Interim Report. Dr. Loose presented the Second Interim Budget Report. Mr. Loose stated part of the budget process is the school district must bring updated reports to the board to show changes to the budget throughout the fiscal year. The process also requires that the district show they can meet their fiscal requirements for the next three years. This budget is positively certified. This report highlights the changes to the budget since First Interim. Along with the approval of the 2004-05 Second Interim Report, the district is also requesting approval to transfer \$57,983 from the General Fund to the Cafeteria Fund (13.0) to maintain a positive cash balance and to transfer \$3,000 from the Cafeteria Fund to the Lease Interruption Fund (17.1) to pay the loan from 03/04; to transfer \$800,000: \$400,000 from developer fees due to increase in classrooms and \$400,000 from 1999 Bond Fund (21.0) to the Building Fund (35.1) for the Science Lab Modernization; to transfer \$44,575 from the General Fund to the Deferred Maintenance Fund (14.0) to adjust the 04/05 district match; to transfer \$24,912 from General Fund to Capital Facilities Fund (25.0) to pay off the loan for bleachers. The cafeteria fund was briefly discussed. ADA was also discussed. Due to the declining enrollment the district has been using prior year ADA. Mr. Tracy questioned the community donations. The district projection is the traditional \$1 million guarantee. Special Education encroachment is currently \$2,198,000. Lease Income is approximately \$900,000. Mr. Tracy distributed a document he prepared showing highlights of the 2005 Second Interim Budget. Mr. Tracy went through this document with the Governing Board. GASB 45 was briefly discussed. The motion to approve the Second Interim Report was adopted unanimously.
- b. **Approval of Educational Goals for 2005-06, R131-04-05.** The approval of Educational Goals for 2005-06 is being presented for a first reading. Mr. Stratton

discussed the current educational goals for 2005-06. The educational goals were discussed at a workshop at the last board meeting. Since the process discussed at that workshop is not in place until next year, the 2005-06 goals are being presented this evening for a first reading. Mrs. Wilcox would like to make changes to V. Financial Management. It was requested the district and site budget be separated by site and district. Mr. Tracy read from the EdSource booklet regarding budget goals. Dr. Dietel would like time to look at this document. Another workshop was requested on April 19<sup>th</sup>.

- c. **\*CSBA Delegate Assembly Election, R137-04-05.** Annually, the board has the opportunity to vote for a member from the Sub Region 23-A. Mrs. Dalbeck made a recommendation for Chuck Sambar. It was moved and seconded (Dalbeck/Wilcox) to vote for Chuck Sambar of Burbank Unified and Robert Gin of Alhambra Unified. The motion to vote for Chuck Sambar of Burbank Unified and Robert Gin of Alhambra Unified was adopted unanimously.
- d. ~~**\*Resolution 10-04-05 Non-Re-Electing a Certificated Probationary Employee.**~~ This item was pulled.
- e. **Approval of Job Description: Carpenter/Locksmith, R139-04-05.** It was moved and seconded (Beattie/Wilcox) to approve the Job description: Carpenter/Locksmith. Due to the changes to the job description after the agendas were delivered it was requested the board review the changes in public. The motion to approve the job description was adopted unanimously.
- f. **Approval of agreement with YMCA for Use of School Property, R141-04-05.** It was moved and seconded (Tracy/Wilcox) to approve the agreement with YMCA for Use of School Property. This is an agreement for the YMCA to use La Canada Elementary School. The amount of the contract was amended to \$12,008.00. The motion to approve the agreement with YMCA for Use of School Property was adopted unanimously.

## 2. Second Reading

- a. **Potential New Courses at LCHS for 2005-2006 School Year, R121-04-05.** It was moved and seconded (Wilcox/Dalbeck) to approve the Potential New Courses at LCHS for 2005-2006 School Year. The courses are Photography 2, Korean 1 and 2 and Office Management – TA. The UC requirement questions from last meeting were clarified and answered. The motion to approve the potential new courses at LCHS for the 2005-2006 school year was adopted unanimously.
- b. **Beginning/Intermediate ELD Titles, R124-04-05.** It was moved and seconded (Dalbeck/Beattie) to approve the Beginning/Intermediate ELD Titles. The Midwife's Apprentice is the requested title. The motion to approve the Beginning//Intermediate ELD Titles was adopted unanimously.

## 3. Consent Agenda

It was moved and seconded (Tracy/Wilcox) to approve the Consent Agenda as presented. The motion to approve the Consent Agenda was approved by a 4-0 vote with Mrs. Dalbeck abstaining.

- a. **Personnel Report, 14-04-05.** The Board approved the following Personnel Items: Classified: *New Hires:* Karen Bauer, Nicole Roberts. *Reclassifications:* Tony Camarena, Gilbert Hernandez, John Landreth, Soha Lattouf, Jose G. Quinonez, Javier Rocha. *Modifications:* Soha Lattouf, Mezhik Mirkahanyan. *Resignations:* Shelley Berger, Nvard Maharian, Nicole Roberts, Emilie Toomarian. *Termination:* Larry Villegas. Certificated: *New Hires:* Gina Biehl, Evette Castillo, Brianne Crowley, Andrea Donahoe, Maria Evelyn, Jenette Keens, Karen Luethke, Pamela Matson, Nicole Roberts, Jenna Ronnquist, Rachel Sullivan. *Leave of Absence:* Nancy DeBoer.

*Retirement:* Gale Caswell. *Resignation:* Erin Briley, Jocelyn Finn, Kimberlee Kimes, Travis Leland. *Approval of Prob II Status:* Elizabeth Chamberlain, Allison Dalbeck, Lorraine Hernandez, Janet Hotchkin, Joseph Murphy, Lia Roberts. *Approval of Tenured Status:* Tawni Allen, Marissa Bajenski, Kevin Buchanan, James Cartnal, Joanne Davidson, Cristina Diaz, Ivette Ellis, Lindsay Horne, Edita Keshishyan, Kimberly Lauxen, Cynthia Manuel, Linda Matchie, Andrea Redecker, Karen Rose, Paige Salardino, Daniel Yoder. *Release of Temporary Contracts:* Susan Fuelling, Jennifer Harabedian, Wendy Kepner, Julia Lee, Devan MacNair, Alison Ryan, Sharon Sherman, Jennifer Sinay. *Advance of Probationary Administrators to Permanent Status:* Kevin Buchanan, Joanne Davidson, Ivette Ellis, Tammy Jackson, Enoch Kwok.

- b. **Extra Duty, Extra Pay, P15-04-05.** The Board approved the Extra Duty/Extra Pay Report.
- c. **Subject Matter Authorization, R138-04-05.** The Board approved the Subject Matter Authorization for Sharon Sherman.
- d. **Variable Term Waiver, R132-04-05.** The Board approved the variable term waiver for Deven MacNair.
- e. **Approval of Job Description: District Wide Administrative Secretary, R140-04-05.** The Board approved the job description for District Wide Administrative Secretary.
- f. **Non-Public School/Non-Public Agency Contracts, R133-04-05.** The Board approved the non-public school/non-public agencies contracts.
- g. **Special Activities, R134-04-05.** The Board approved the following Palm Crest Special Activities: Wrightwood Outdoor Science School in Wrightwood March 14 – March 18, 2005 and Pilgrim Overnight Trip in Dana Point May 10, May 11, May 13 and May 23, 2005.
- h. **Gifts to District, R135-04-05.** The Board approved the Gifts to the District as listed.
- i. **Purchase Order List #11.** The Board approved Purchase Order List #11.

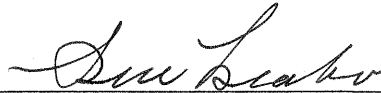
### COMMUNICATIONS

Mrs. Dalbeck discussed the purchase of a Gala page for the Educational Foundation. Dr. Dietel will contact the Foundation regarding the deadline.

Dr. Dietel discussed the Student Representative guidelines. Dr. Dietel would like to work with staff to prepare guidelines. Mrs. Dalbeck suggested a workshop. It was recommended a workshop be scheduled for the May 10<sup>th</sup> board meeting.

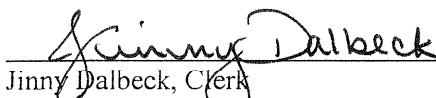
### ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 8:55 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, March 29, 2005, at 7:00 p.m. in the La Cañada High School Information Resource Center.



Sue Leabo, Superintendent  
Secretary to the Governing Board

### MINUTES APPROVED



Jinny Dalbeck, Clerk

March 31, 2005

Date