

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

June 21, 2005

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:30 p.m. by President Ron Dietel on June 21, 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 5:31 p.m. in 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, and Assistant Superintendent Bill Loose. 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, Member

**REGULAR MEETING**

The Regular Meeting of the Governing Board was reconvened at 7:12 p.m. in the Information Resource Center at La Canada High School in La Canada. Present were the five Governing Board Members, Dr. Leabo, Mr. Stratton, Dr. Loose, and Executive Secretary to the Superintendent Kim Bergner. There were approximately 8 people in the audience. Dr. Dietel asked Diane Clinton 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**

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

**APPROVAL OF MINUTES**

Dr. Dietel stated that the minutes of the May 24, 2005, May 31 2005 and June 7, 2005 meetings of the Governing Board had been distributed to the Governing Board Members in advance for review. Mr. Dietel requested the approval of the minutes be tabled until after the consent agenda. It was moved and seconded (Dietel/Wilcox) the approval of the minutes be tabled until after the consent agenda. The motion to table the minutes until after the consent agenda was adopted unanimously.

**REPORTS**

**1. Superintendent's Report**

Dr. Leabo reported the certificated staff has requested retirement recognition at the July 12<sup>th</sup> meeting. Emma Ramos the only classified retiree has thanked the board for the recognition but has declined the offer to attend the board meeting.

Dr. Leabo stated the district would like to go to bid immediately on the La Canada High School Cafeteria Painting and Flooring Modernization project. The estimated budget for this project is \$85,000. Board approval is not required, but Dr. Leabo would like to inform the board of the

bid and make sure there are no objections by the governing board going to bid on this project. There were no objections by the governing board to move forward with the bidding process on the La Canada High School Cafeteria Painting and Flooring Modernization project.

## 2. **President's Report**

Dr. Dietel deferred his President's report to Dr. Loose, who will present a district budget overview. Dr. Loose discussed COLA and the revenue limit. Dr. Loose discussed the add-ons and reductions to the revenue calculations and how the district gets to the funded COLA figure.

Mr. Tracy stated it would be helpful for staff and board members to use the same common language. Funded COLA and net revenue were discussed.

## **OPPORTUNITY TO ADDRESS BOARD**

The following audience members addressed the Board:

None

## **PUBLIC HEARING**

### 1. **Approval of 2005-2006 Projected Budget**

The public hearing was opened at 7:34 p.m. There being no public comments the hearing was closed at 7:34 p.m.

### 2. **Statement of Assurance for Standards Alignment for Chemistry Adoption**

The public hearing was opened at 7:34 p.m. There being no public comments the hearing was closed at 7:36 p.m.

## **PROPOSED ACTION ITEMS**

### 1. **First Reading**

- a. **\*2005-2006 Consolidated Application, R212-04-05.** It was moved and seconded (Tracy/Beattie) to approve the 2005-2006 Consolidated Application. Mr. Stratton stated each year the consolidated application changes a bit. The application shows a grid of the funds being applied for. Based on the current year figures, the consolidated application represents approximately \$410,000 in revenues to the district. The motion to approve the 2005-2006 Consolidated Application was adopted unanimously.
- b. **\*Resolution 27-04-05 Reduction of Classified Service.** It was moved and seconded (Beattie/Wilcox) to approve Resolution 27-04-05 Reduction of Classified Service. This resolution is for two positions at the high school; the Student Store Coordinator position is a voluntary reduction in hours and the Office Assistant II is due to lack of funds or lack of work. This reduction of classified service is a savings to the district of approximately \$40,195.00. The motion to adopt Resolution 27-04-05 Reduction of Classified Service was adopted unanimously.
- c. **Statement of Assurance for Standards Alignment for Chemistry Adoption, Resolution 26-04-05.** Mr. Stratton stated that recent law requires districts to hold a public hearing and to certify that the district has determined that instructional materials are consistent with the curriculum standards/frameworks and adoption cycle established by the state board. Therefore, a resolution and statement of

assurance must be done for every book adopted by the district, including the adoption of new editions. This adoption is for Chemistry: Connections to our Changing World which best aligns with state science standards in chemistry. This item will come back at the next regular board meeting on July 12, 2005.

- d. **\*2005-2006 District Educational Goals, R213-04-05.** It was moved and seconded (Wilcox/Beattie) to approve the 2005-2006 District Educational Goals. Mr. Stratton stated the governing board recently met in workshop to revise District Goals, particularly Goals V-VII. Those revisions are being presented this evening. Dr. Dietel requested minor revisions prior to approval. The motion to approve the 2005-2006 District Educational Goals with Dr. Dietel's minor revisions was adopted unanimously.
- e. **Revised Board Policy 6174 Education for English Language Learners, R209-04-05.** Mr. Stratton stated that the board policy revisions for Board Policy 6174 Education for English Language Learners are due to changes in state testing. The state made significant changes in the norm-referenced California Achievement Test, Sixth Edition (CAT/6) in the 2004-2005 school year. Because the CAT/6 test results are no longer available for all students, the criteria for identifying English language proficiency of district students' needs to be updated and revised. This item is being presented as a first reading and will return at the July 12, 2005 board meeting for adoption.
- f. **English Language Acquisition Program, R210-04-05.** Mr. Stratton stated the English Language Acquisition Program (ELAP) was enacted by AB1116 in 1999. All districts must apply for ELAP funds on an annual basis. The district would receive approximately \$5,200 for use in our ELD program at grades 4 – 8 although this program is subject to funds being appropriated in the annual Budget Act. This item will return at the July 12, 2005 board meeting.
- g. **Appointment of Bond Oversight Committee Members, R215-04-05.** Dr. Leabo reported two positions on the Bond Oversight Committee are currently open. One member has relocated out of La Canada and has resigned his position; the other member has fulfilled his term on the committee. Two community members have requested appointment to this committee. The two community members being recommended are Celina Lew and Terry Walker. Dr. Leabo is requesting the governing board appoint Celina Lew and Terry Walker as members to the districts Bond Oversight Committee. This item will come back for approval at the July 12, 2005 board meeting.
- h. **\*Renewal of Sodexo Contract, R218-04-05.** It was moved and seconded (Beattie/Wilcox) to approve the Renewal of Sodexo Contract. At the last board meeting Dr. Loose requested approval to work towards renewal of the Sodexo Contract. Tonight, Dr. Loose is bringing the contract to the governing board for renewal. Dr. Loose reported he has discussed the contract with legal counsel and there is some minor wordsmithing that needs to be done but nothing in the context of the contract will change. Dr. Leabo recommended the governing board approve the contract with the understanding legal counsel will make some minor changes to the contract presented this evening. Mr. Tracy asked for clarification on the pay back language in the Sodexo contract. Mrs. Dalbeck asked for an action plan from Sodexo. Sodexo responded they will provide that information to the governing board. Dr. Dietel discussed the Food Committee and Advisory Board as stated in Section 4.4 of the Sodexo contract. Section 7.4 Guarantee was discussed. Mr. Tracy requested legal counsel specifically review the Guarantee

language. Dr. Dietel expressed concern on the proposed \$97. revenue for next year. After much discussion and review of the Sodexo contract, the motion to approve the Sodexo Contract was adopted unanimously.

- i. **\*Resolution 28-04-05 Approving Assignment of Delinquent Tax Receivables.** It was moved and seconded (Dalbeck/Wilcox) to approve Resolution 28-04-05 Approving Assignment of Delinquent Tax Receivables. In November 2004, the district participated in this program for the 2002 and 2003 year. This new resolution authorizes participation for 2005, 2006 and 2007. Additional revenue may be obtained by participating in this program. The motion to approve Resolution 28-04-05 Approving Assignment of Delinquent Tax Receivables was adopted unanimously.

2. **Second Reading**

- a. **Approval of 2005-2006 Projected Budget, R205-04-05.** It was moved and seconded (Beattie/Dalbeck) to approve the 2005-2006 Projected Budget and 2004-2005 Estimated Actuals and Approval of Interfund Transfer from Lease Interruption Fund (17.1) to Cafeteria Fund (13.0), R205-04-05. Dr. Loose stated this agenda item is not only approval of the proposed 2005-2006 budget but also for the approval of the Interfund Transfer from Lease Interruption Fund (17.1) to Cafeteria Fund (13.0). The 2004-2005 Estimated Actuals project a General Ending Fund Balance of \$1,963,231 with a 3.0% Reserve for Economic Uncertainties. Dr. Loose stated the Mental Health initiative is in the budget along with the STRS changes although it is still unclear if these changes will be included in the Governors budget. Mr. Tracy asked whether there were changes made to the budget since last meeting. Dr. Loose stated that yes there were changes in the budget since last meeting; the revenue is a little higher. The governing board asked and received clarification on the assumptions. Dr. Loose reported there is not a settlement with LCTA at this time and no increase is included in the budget. Mrs. Wilcox requested the budget assumptions be included with the budget when presented to the board. Mrs. Wilcox also requested staffing information with the budget. Mr. Tracy asked Dr. Loose for clarification on Fund 20, Benefits Reserve. After much discussion, the motion to approve the 2005-2006 Projected Budget and 2004-2005 Estimated Actuals along with the approval of Interfund Transfer for Lease Interruption Fund (17.1) to Cafeteria Fund (13.0) was adopted unanimously.
- b. **Grades K-12 Core Literature List Revisions, R183-04-05.** It was moved and seconded (Dalbeck/Tracy) to approve the Grades K-12 Core Literature List Revisions. The revisions are in Grade 1 and Grade 2. The changes in Grade 1 include the addition of Cloudy with a Chance of Meatballs, Corduroy and Frog and Toad are Friends. The Grade 2 revision is the deletion of Cloudy with a Chance of Meatballs moving it to Grade 1. The motion to approve the Grades K-12 Core Literature List Revisions was adopted unanimously.
- c. **Field Trip Summary Report 2004-2005, R184-04-05.** It was moved and seconded (Beattie/Wilcox) to accept the Field Trip Summary Report 2004-2005. This is a list of field trips taken for 2004-2005. This second reading includes the Palm Crest field trips and field trips that were overnight. Next year this item will return in TWIR. The motion to accept the Field Trip Summary Report 2004-2005 was accepted unanimously.
- d. **School Site Plans 2005-2006, R182-04-05.** It was moved and seconded (Beattie/Dalbeck) to approve the School Site Plans 2005-2006. Mr. Stratton

reported the changes made from discussion at the last governing board meeting. Dr. Dietel requested a statement in the high school report stating the high school is among the highest in the state. The board agreed to the change. The motion to approve the School Site Plans 2005-2006 was adopted unanimously.

- e. **Approval of Board Bylaw 9150, Student Representative, R203-04-05.** It was moved and seconded (Tracy/Dalbeck) to approve the Board Bylaw 9150, Student Representative, R203-04-05. Dr. Leabo reported this new Board Bylaw is to adopt how the student representative is selected to the governing board. The motion to approve the Board Bylaw 9150, Student Representative was adopted unanimously.
- f. **Approval of Amended Board Bylaw 9312 Board Bylaws and 9121 Board President, R207-04-05.** It was moved and seconded (Dalbeck/Beattie) to approve the Amended Board Bylaw 9312 Board Bylaws and 9121 Board President. Dr. Leabo reviewed the modifications requested at the last governing board meeting. Mrs. Wilcox made a motion this item be tabled until October. The motion failed for lack of a second. The motion to approve the Amended Board Bylaw 9312 Board Bylaws and Board Bylaw 9121 Board President was adopted 4:1, with Mrs. Wilcox voting against the adoption.

### 3. Consent Agenda

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

- a. **Personnel Report, P23-04-05.** The Board approved the following Personnel items: *Certificated: New Hires:* Allison Ryan, Sharon Sherman, Elinor Torda. *Leave of Absence:* Linda Hamrick, Allison Sootkoos, Leslie Turnipseed. *Resignation:* Rachel Doudrick, Tonya Johnson, Christina Kane. *Classified: Resignations:* Rachel Doudrick, Tom Float, Tye Gaddis, Kim Myers. *Termination:* Jennifer Swain.
- b. **Approval of Special Activities, R211-04-05.** The Governing Board approved the Water Polo trip to Budapest, Hungary August 17 through August 27, 2005 and the Water Polo Tournament in Atherton, California September 16 through September 17, 2005.
- c. **Agreement for Special Services from School Services, R217-04-05.** The Governing Board approved entering into contract with School Services for fiscal and budget services.
- d. **Approval to Use Piggyback Bid, R221-04-05.** The Governing Board approved using the piggyback bid with Palmer Snyder for the purchase of the La Canada Elementary School inwall tables and benches.
- e. **Request to go to Bid for Asphalt for Upper Playground at PCY, R219-04-05.** The Governing Board approved going to bid for asphalt for the upper playground at Paradise Canyon Elementary.
- f. **Amendment to Southern California Roofing contract, R222-04-05.** The Governing Board approved the contract amendment with Southern California Roofing.
- g. **Disposal of Surplus, R220-04-05.** The Governing Board approved the disposal of surplus as requested.
- h. **Gifts to District, R214-04-05.** The Governing Board approved the gifts to district as presented.
- i. **Purchase Order List #16.** The Board approved Purchase Order List #16.

### Approval of Minutes

Dr. Dietel asked for discussion on what type of minutes the board would like to see. Dr. Leabo stated according to Roberts Rules only the results of action items with vote clarification are required. Dr. Leabo reported verbatim minutes are not appropriate. Mr. Beattie stated he is comfortable with the current way the minutes have been prepared. Mrs. Wilcox discussed her reasoning for expanding the

minutes as presented. Mrs. Dalbeck stated there is a difference between what minutes are to do and what Mrs. Wilcox is requesting. Mrs. Dalbeck suggested the board discuss this further. Mrs. Dalbeck also recommended minute requirements be discussed with legal counsel. Mr. Tracy reported there are times when clarification is needed to the minutes as presented. Mrs. Dalbeck recommends maintaining the current format and research what other districts are doing. Mr. Beattie recommends forming a committee with two board members, the Superintendents Secretary and an administrator to figure out what the requirements should be. Mr. Dietel recommended more information be provided for split votes and stated enormous energy should not be put into this. Dr. Dietel asked if other board members want legal counsel advice. Dr. Leabo stated if directed to do so, legal counsel will be contacted. Dr. Dietel suggested a copy board meeting minutes from other Five Star districts be put in TWIR and this discussion be continued at the next meeting. The minutes of May 24, May 31 and June 7, 2005 will come back at the July 12, 2005 meeting. Dr. Dietel requested a workshop on July 12. Dr. Dietel requested recommendation from legal counsel on what should be reflected in the minutes and what is required for modifications on the minutes.

### COMMUNICATIONS

Mrs. Wilcox asked when field trips will come back to the board. Dr. Dietel suggested the August 2, 2005 meeting.

Mrs. Wilcox asked what the resolution was on the 5<sup>th</sup> grade team at La Canada Elementary.

Mrs. Wilcox would like to be brought up to date on the Pros and Cons on Ballot measures. Dr. Dietel stated this information would come from Five Star.

Mr. Tracy announced the new Student Representative. Mr. Tracy reported any one of the three students that applied were qualified, however, Melissa Shipley was selected as the new Student Representative. Joanne Davidson, 9-12 Assistant Principal, stated Melissa Shipley would be a great student representative to the board.

Calendars were discussed.

It was reported reservations have been made for the CSBA Annual Education Conference in San Diego in December for five board members and the Superintendent.

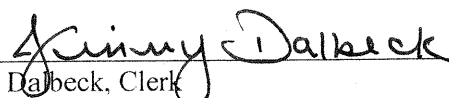
### ADJOURNMENT

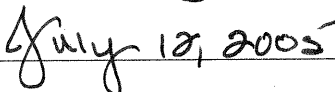
There being no further business before the Board, the meeting was adjourned at 9:25 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, July 12, 2005, at 7:00 p.m. in the La Cañada High School Information Resource Center.



Sue Leabo, Superintendent  
Secretary to the Governing Board

### MINUTES APPROVED

  
Jinny Dalbeck, Clerk

  
Date