

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

August 2, 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 August 2, 2005 at La Canada High School in the Information Resource Center at 4463 Oak Grove Drive 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 5:00 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 Jim Stratton and Deputy Superintendent Bill Loose. Closed Session adjourned at 6:30 p.m.

WORKSHOP ON FIELD TRIP GUIDELINES

The Governing Board began a workshop at 6:33 p.m. regarding Field Trip Guidelines. Those in attendance were the five Board Members, Superintendent Jim Stratton and Deputy Superintendent Bill Loose. Mr. Stratton distributed an article entitled On the Road from American School Board Journal/July 2005. This article provided five important guidelines to bolster the role of student travel for districts. Mrs. Dalbeck made several positive comments on the article and suggested using the 5 guidelines for student travel as district guidelines.

Mr. Stratton stated the district's field trip guidelines could be distributed to school sites or presented as Administrative Regulations. Mr. Stratton would like to propose the field trip guidelines be included as an administrative regulation. Mr. Stratton will be discussing the field trip guidelines at Management Retreat.

Mr. Stratton clarified what field trips come to the governing board; stating all overnight and out of state field trips come to the Superintendent, then the governing board for approval. There was discussion by the governing board on ways to eliminate last minute field trip requests. Mr. Tracy asked Mr. Stratton about insurance liability on district field trips. Mr. Stratton clarified all field trips are covered under district insurance. District supervision and adult to student ratios were discussed.

Dr. Dietel discussed the financial control of the field trips, specifically financial aide through an outside source. Mr. Stratton discussed the current financial aide process.

Mr. Stratton will put the information discussed this evening into an Administrative Regulation. The completed Administrative Regulation on field trip guidelines will be distributed in TWIR. Mr. Stratton will also bring back to the governing board further clarification on the financial aide process for field trips.

The workshop adjourned at 7:08 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 7:07 p.m. in the Information Resource Center at La Canada High School in La Cañada, California. Present were the five Governing Board Members, Mr. Stratton, Dr. Loose, and Executive Secretary to the Superintendent Kim Bergner. There were approximately 3 people in the audience. Dr. Dietel asked Superintendent Jim Stratton 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 (Dalbeck/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 July 12, 2005 regular meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. Minor changes were made to the minutes. The minutes of the July 12, 2005 Governing Board meeting were approved as presented.

REPORTS

1. Superintendent's Report

Mr. Stratton discussed enrollment for 2005-2006. Enrollment is currently at 4,159. There are 138 pending students to be enrolled. Currently, ten additional staff members have been hired. Several temporary employees from last year have been rehired as temporary employees. Additional staff is still needed. Part time positions are also available. These positions are primarily due to resignations or retirements, although some positions are new.

Various test results are starting to come in. The district just received the California Standards Test results. The information for California Standards comes to the district in different formats. The results in Language Arts show an increase over last year's scores in 6 of the 10 grade levels. The other 4 of those 10 grade levels fell back by one or two points. In Math, 9 of the 11 grade levels have increased over last year. Ms. Dreibelbis-Arthur will be coming to a board meeting at the beginning of the school year to discuss the test results in detail. The California Standards Test results look great for the district, as do the AP Test results. 447 students took AP tests, up 2 students from last year. A total of 898 AP tests were taken. This is down 4 tests from last year. The AP test pass rate is at 83%, which is 1% higher than the year before. The district's all time high pass rate is 85%, which occurred in 2000. Last year shows very strong performance in test taking.

2. President's Report

Dr. Dietel stated on August 30th the Governing Board would like to honor Mr. Stratton as Superintendent. Dr. Dietel reported there is a board election in November. Three seats are up for election. Mr. Beattie will be running. Mr. Tracy stated he does intend to run but he has not yet filed. Dr. Dietel announced he will not be running. This is a difficult decision for him. Dr. Dietel thanked the board for the training and support he has received from the board and Dr. Leabo. Dr. Dietel distributed an official statement announcing his decision not to run. Dr. Dietel announced Joel Peterson will also be running. Mr. Beattie stated he is personally sorry Dr. Dietel will not be joining the board next year. Mr. Beattie stated the board is a great team

and Dr. Dietel will be missed. Mrs. Dalbeck stated she is very glad Mr. Tracy is running and she is saddened by Dr. Dietel's decision to not run. Mrs. Wilcox also thanked Mr. Tracy and thanked Dr. Dietel for his Presidents Newsletter. Mr. Tracy stated that Dr. Dietel has provided strengths to the district that don't exist anywhere else on the board. On the other hand, Mr. Tracy understands how thankless and time consuming being on the board can be. Dr. Dietel thanked the board for their kind words.

OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

None

PROPOSED ACTION ITEMS

1. First Reading

- a. **Authorization to Make Sewer Assessment Payment, R15-05-06.** This item is being presented as a first reading. Dr. Loose stated the district is currently close to closing the books for 2004-05. The AB 3632 Mental Health Shift and the STRS requirements did not come through. In looking at the final budget, the district wanted to come to the board to discuss the lease agreement with the City for the Palm Crest sewer hook up. The sewer lease is a \$400,000 obligation with \$200,000 in interest payments. Making principal payments now on the lease will lower the interest obligation. Mrs. Wilcox stated she is in favor of making the long term debt payment. If the district has the ability, it is Mrs. Wilcox's preference to make the principal reduction. Mrs. Dalbeck stated she agrees with Mrs. Wilcox. It was always the board's intent to reduce the principal payments whenever possible. Mr. Tracy stated he agrees in making the payment, this will save the district approximately \$30,000 a year. Mr. Beattie stated this will benefit the kids of the district now and in the future. Mrs. Dalbeck suggested looking at the one time cost projects being considered, like the Capital Projects being discussed in Joint Use. Mr. Tracy would like the district to also look into the cost of the FIS sewer connection to the main line rather than being forced to fund the project 2 or 3 years from now. Mrs. Dalbeck stated those laterals can be funded through old bond money. The FIS project cost is approximately \$100,000. Dr. Dietel stated he agrees with his colleagues. Mrs. Dalbeck stated it is very rare for the district to contribute to projects on the fields. Mr. Beattie responded that these would be joint projects so for a relatively small amount of one time money the district can get really substantial projects. The tennis courts were briefly discussed. This item will come back at the next regularly scheduled board meeting.

2. Second Reading

- a. **Textbook Adoption: Programming Basics, R3-05-06.** It was moved and seconded (Wilcox/Beattie) to approve the Textbook Adoption: Programming Basics, R3-05-06. Information on this textbook was shared at the last meeting. This textbook is not part of the content standards requirement. The motion to approve the Textbook Adoption: Programming Basics, R3-05-06 was adopted unanimously.
- b. **Revised Board By Law 9324 Minutes and Recordings, R13-05-06.** It was moved and seconded (Dalbeck/Tracy) to table this item until the December Organizational meeting. The motion to table this item until the December Organization meeting 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, P2-05-06.** The Board approved the following Personnel Items: Certificated: *New Hires*: Melissa King, Megan Kirkendoll, Colin Spitler. *Leave of Absence*: Jeri Reck. Classified: *Reclassifications*: Janice Baumer, Jose L. Quinonez, Robert Scofield. *Resignation*: Jenna Ronnquist. *Retirement*: Charlene Nigra. Summer School Assignments for 2005. CMSA: *Leave of Absence*: Enoch Kwok.
- b. **Extra Duty, Extra Pay, P3-05-06.** The Board approved the Extra Duty/Extra Pay Report.
- c. **Special Activity: CASC Leadership Camp, R23-05-06.** The Board approved the Special Activity to CASC Leadership Camp August 11, 2005 to August 14, 2005.
- d. **Special Activity: ASB Retreat – Palm Springs, R22-05-06.** The Board approved the ASB Retreat special activity to Palm Springs July 29, 2005 to July 31, 2005.
- e. **Approval of Change of Supervisor, R20-05-06.** The Board approved the Change of Supervisor for all employees in Maintenance, Food Services and Custodians to the Assistant Superintendent for Facilities and Operations.
- f. **Request to go to Bid, R17-05-06.** The Board approved the Request to go to Bid for La Canada High School Asbestos and Lead Containing Materials Abatement for the Modernization of Building F and New Elevator at Building B.
- g. **Request to go to Bid, R18-05-06.** The Board approved the Request to go to Bid for new construction for the modernization of Building F and new elevator at Building B.
- h. **Change Order #2 for Prime Painting, R19-05-06.** The Board approved Change Order #2 for Prime Painting in the amount of a \$5,203.24 credit.
- i. **Notice of Completion, R21-05-06.** The Board approved the Notice of Completion for Prime Painting.
- j. **Purchase Order List #2 and #18.** The Board approved Purchase Order Lists #2 and 18.

COMMUNICATIONS

Mr. Stratton reported a special board meeting is needed to approve the revised budget. It was agreed to meet on August 11, 2005 at 5:30 or August 12, 2005 at 4pm, with the preference being on August 11, 2005.

Mr. Stratton distributed Rio Hondo League passes to the governing board.

Mr. Beattie discussed the Masters in Governance program for school board members starting early September through 2006. Mr. Beattie would like to send several board members to the course. It was suggested Mr. Loose budget for 5 board members to attend. Mr. Loose stated he is a graduate of the Masters in Governance course and stated it is a highly beneficial course.

Mrs. Wilcox announced a Collective Bargaining summit through Association of California School Administrators on October 14th in Burbank. Mrs. Dalbeck stated she has attended this in the past and it was well worth attending.

Mr. Tracy followed up on the YMCA Liaison. To date, Mr. Tracy has been unable to make contact with the YMCA President. Mr. Tracy will report back when he has talked to the YMCA.

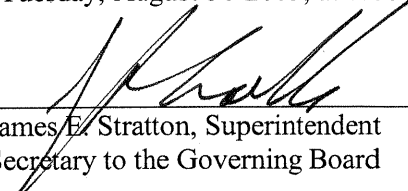
The Governing Board reconvened to Closed Session at 8:20 p.m.

REPORT OUT OF CLOSED SESSION

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

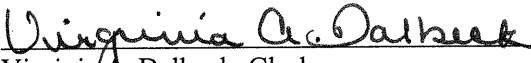
ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 9:00 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, August 30 2005, at 7:00 p.m. in the La Cañada High School Information Resource Center.



James E. Stratton, Superintendent
Secretary to the Governing Board

MINUTES APPROVED



Virginia A. Dalbeck, Clerk

Aug. 30, 2005
Date

