

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

October 25, 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 October 25, 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 5:30 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 and Superintendent Jim Stratton. Deputy Superintendent Bill Loose and Assistant Superintendent Mike Leininger joined Closed Session at 6:30 p.m. 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 7:10 p.m. in the Information Resource Center at La Canada High School in La Canada. Present were the five Governing Board Members, Mr. Stratton, Dr. Loose, Mr. Leininger and Executive Secretary to the Superintendent Kim Bergner. There were approximately 18 people in the audience. Dr. Dietel asked Craig Steele 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/Dalbeck) to approve the agenda. It was moved and seconded (Wilcox/Tracy) to move items 3d and 3e to First Reading asterisk items 1 f and 1 g. The motion to approve the amended agenda was adopted unanimously.

**APPROVAL OF MINUTES**

Dr. Dietel stated that the minutes of the October 2, 2005, October 4, 2005 and October 12, 2005 meetings of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes of October 2, 2005, October 4, 2005 and October 12, 2005 were approved as presented.

**REPORTS**

**1. Superintendent's Report**

Mr. Stratton reported on October 2, 2005 the district completed the second full day of staff development. This Buy Back day included sessions on time management, brain research, the

IEP process, technology, writing across the curriculum and conflict resolution. Staff feedback has been very positive.

Mr. Stratton announced that for the first time in almost 14 years the district will have an academic decathlon team. Approximately 50 students expressed interest in being a member of the team. European Renaissance is the theme. Mrs. Hufstedler and Dr. Ewoldsen will be the staff working with this team. Mr. Stratton also reported that staff is working to roll out a comprehensive 11-12 reading and math intervention program.

With the elementary Spanish classes up and running, the exit mastery skills have been identified for entry into 7<sup>th</sup> grade. Writing assessments are also being reviewed to align more closely to content standards.

The Center for Civic Education, an elementary and high school civics program, will make a presentation at the next Curriculum Council meeting.

Lastly, the second issue of the district newsletter will be released tomorrow. Mrs. Wilcox asked that the 2006-07 calendar be included in the next newsletter.

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

Dr. Dietel stated he serves on the Childcare Roundtable and asked the Child Education Center (CEC) to make a presentation this evening on their program. CEC employees: Elyssa Nelson, Executive Director; Allegra Inganni, School-Age Program Director and Lisa Cain-Chang, Program Director were in attendance. Ms. Nelson reported on CEC's mission statement, history, relationship and goals. Also briefly discussed was CEC's budget. 64% of the day care students at CEC are La Canada residents. Mrs. Dalbeck asked about student/teacher ratios and financial assistance. Ms. Nelson provided the board information on student/teacher ratios and financial assistance. Mr. Tracy thanked CEC and asked if LCTA and CSEA were aware of the availability of the program to district staff. Donna Shepherd of CSEA and Mandy Redfern of LCTA will take this information back to their members. Dr. Dietel reported the childcare roundtable does an evaluation of the program and the evaluations have been very positive. The governing board thanked CEC for their presentation.

Dr. Dietel asked the governing board to discuss workshops they would like in the coming months. The following list was compiled: Surplus property, core values, communications, developer fees, district office site, class size reduction (grades 4-12), best practices K-6 & 7-12, board self-evaluation, college/other counseling, staff evaluations, assessment guidelines, assessment – district use of data, classroom assignments and homework monitoring, SELPA and BTSA/Induction program. Mr. Stratton will send the list of workshop ideas to the board for prioritization.

Dr. Dietel read a letter from Senator Jack Scott congratulating the district on being number two in the state in academic performance. Dr. Dietel also thanked Mrs. Dalbeck for her appearance at Jack Scott's town hall meeting to discuss the districts student assessment procedures. Mrs. Dalbeck stated one of the best decisions the board made in terms of assessment was to hire the Director of Assessment. Mrs. Dalbeck commented on the possibility of districts pooling in a Career Ed Tech program.

## 3. **Assistant Superintendent/Facilities & Operations**

Dr. Leininger gave a construction update on current projects. The district office at FIS is approximately 90% complete. The move in date depends on the completion of some

technology issues. The La Canada Elementary modernization is complete. The Energy Management System at the high school is 90% complete.

Dr. Leininger reviewed the Summary Budget Status Report By Project. Bids came in higher in two of the five projects. The opinion of probable cost (OPC) was discussed. The board talked about different ways to report the OPC. It was requested in the future the date of original OPC, the revised OPC, and the bid information be provided. Dr. Leininger reported the district office change orders are at approximately 8%. Soft costs were discussed. Mr. Beattie requested a breakdown of construction purchase orders, including soft costs and hard costs.

Dr. Loose discussed construction fund sources. Dr. Loose discussed Funds 21.0, 21.2, 25, 35.1, 35.2. Fund 25 and developer fees in general were discussed. Mrs. Dalbeck wants to look at what the district's developer fees are and what other districts are charging. Developer Fees will be included in the workshop priorities list.

Mrs. Dalbeck asked about the district office move to FIS. Mr. Stratton reported the board will have a workshop to consider what the options for the existing district office property are. A committee was discussed to explore options for the property. Mrs. Dalbeck is interested in doing this as soon as we can to expedite the process. Mrs. Dalbeck stated she would like to be the board liaison on the committee. Mr. Stratton will report back to the board regarding establishing this committee.

#### 4. **Student Representative Report**

Ms. Shipley stated it is currently Red Ribbon Week and discussed this week's activities. Ms. Shipley stated it is good to see students make the pledge to be Drug Free. This week is also spirit week for Homecoming. Over 900 tickets were sold to the Homecoming dance. This Friday is the annual Homecoming parade beginning at 3:15. Parade Floats for Homecoming will be judged by high school faculty. The Homecoming game is against Blair and the queen will be announced at the game. Omega is having a Masquerade Dance this evening.

On behalf of the students, Ms. Shipley thanked the governing board for the new facilities at the high school, including the new bathrooms and the cafeteria improvements.

#### **OPPORTUNITY TO ADDRESS BOARD**

The following audience members addressed the Board:

Gayle Friedmann  
 Craig Steele  
 Julie Markowitz  
 Bob Louk  
 Karen Mathison

#### **PROPOSED ACTION ITEMS**

##### 1. **First Reading**

- a. **Acceptance of Bond Oversight Committee Annual Report, R49-05-06.** This item is being presented for a first reading. Mr. Stratton reported the Bond Oversight Committee is guided by Proposition 39. The Bond Oversight Committee bylaws state the committee shall present the governing board with an annual written report. Mr. Craig Steele, Chair of the Bond Oversight Committee is present this evening along

with Bob Louk and Julie Markowitz, also members of the committee, to discuss the annual report being presented this evening. Mr. Steele gave a summary of the committee's first year. Mr. Steele reported the committee met eight times last year to carry out the very specific tasks that were delegated to the committee. Mr. Steele gave a brief overview of the Committee's activities over the past 18 months. Mr. Steele asked that on behalf of the committee the governing board accept the annual report. Mr. Steele would like the report to be made available not only to the board but to the community as well. Mrs. Dalbeck asked Mr. Steele when it would be best for the committee to see bids. Mr. Steele reported having a formal involvement at the bidding stage isn't the role of the committee as currently charged. The Surplus Property Advisory Committee report was discussed, as well as the role of the Bond Oversight Committee. Mr. Beattie recommended bringing back the Bond Oversight Committee bylaws to the board in a workshop for further review. The board thanked the Bond Oversight committee for their commitment to the district. This item will return for a second reading at the next regularly scheduled board meeting.

At 10:10 p.m. it was moved and seconded (Tracy/Wilcox) to extend the meeting to 11:30 p.m. The motion to extend the meeting to 11:30 p.m. was adopted unanimously.

- b. **Approval of Remaining Tentative Agreements between La Canada Unified School District (LCUSD) and La Canada Teachers Association (LCTA), R50-05-06.** This item is being presented for a first reading. Mr. Stratton reported the LCTA contract has been split into two parts: the remaining tentative agreements and term, salary and benefits. Donna Shepherd, CSEA President reported CSEA has not seen the 2006-07 calendar, which is included in the packet for approval. Mrs. Wilcox asked for clarification on Article XVI and Rights of Terminated employees. Dr. Loose reported the tentative agreements have been ratified. This item will return for a second reading at the next regularly scheduled board meeting.
- c. **\*Approval of 05-06 Application for Carl D. Perkins Vocational and Technical Education Act of 1998, R57-05-06.** It was moved and seconded (Beattie/Wilcox) to approve the 05-06 Application for Carl D. Perkins Vocational and Technical Education Act of 1998, R57-05-06. The Carl D. Perkins monies help to provide services and activities related to career and technical education. The governing board must give approval to the district's application for the 2005-2006 school year. The district's Perkins allocation is \$15,347. The motion to approve the 05-06 Application for Carl D. Perkins Vocational and Technical Education Act of 1998, R57-05-06 was adopted unanimously.
- d. **\*Election of Members to the L.A. County Committee on School District Organization, R52-05-06.** The governing board instructed Dr. Dietel to mark the Los Angeles County Committee on School District Organization ballot on behalf of the board with a vote for Ms. Maria Calix and Ms. Joan Jakubowski in second supervisorial district and Dr. Kathy Wisnicki in the third supervisorial district.
- e. **Resolution 9-05-06 Reduction of Classified Services.** This item is being presented for a first reading. Dr. Loose reported this reduction of classified services is realignment at the high school. This reduction pertains to the office assistant that supports the counselors at the high school. This change will align the position to work the same schedule as the counselors. This item will return for a second reading at the next regularly scheduled meeting.
- f. **Change Order for Mallcraft, Inc., R53-05-06.** It was moved and seconded (Tracy/Wilcox) to approve Change Order for Mallcraft, Inc, R53-05-06. Dr. Leininger reported the district is cleaning up the last expenditures from the 1999 bond fund on the chemistry and science labs. Changer order #6 in the amount of \$6,888.00 is needed to complete the project. Mr. Tracy and Mrs. Wilcox asked for clarification. Dr. Leininger discussed the scope of work involved with change order #6. The motion to

approve Change Order#6 for Mallcraft, Inc. in the amount of \$6,888.00 was adopted unanimously.

- g. **Change Order for Voskanian Construction, R54-05-06.** It was moved and seconded (Beattie/Dalbeck) to approve Change Order #1 for Voskanian Construction in the amount of \$18,964.67. Dr. Leininger reported on the Voskanian project and discussed the details of the changes. Mr. Tracy asked if there is any recourse against the architect for these increases. The board agreed change orders will be discussed in agenda planning and will be on consent unless requested in agenda planning. The motion to approve Change Order #1 for Voskanian Construction in the amount of \$18,964.67 was adopted unanimously.

## 2. Second Reading

- a. **La Canada Teachers Association Agreement (Term, Salary & Benefits), R43-05-06.** It was moved and seconded (Beattie/Wilcox) to approve the La Canada Teachers Association Agreement (Term, Salary & Benefits), R43-05-06. This request will provide a 3% retroactive increase in salary. Dr. Loose clarified the questions from last meeting. The Los Angeles County Office of Education has approved the contract changes. Mrs. Wilcox commented on the deficit. Dr. Loose discussed the reserve funds for economic uncertainties and the lease interruption funds. The motion to approve the La Canada Teachers Association Agreement (Term, Salary & Benefits), R43-05-06 was adopted unanimously.

## 3. Consent Agenda

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

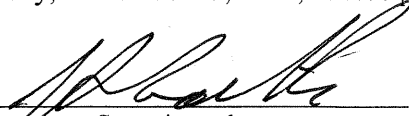
- a. **Personnel Report, P6-05-06.** The Board approved the following Personnel Items: *Classified:* New Hires: Robin Bevan, Tawny Kim, Rhonda Memmer, Linda Orozco, Robin Sanders, Elizabeth Smedley. Reclassification: Anait Chizmichyan, Rima Hovsepain. Resignations: Maria Almanzar, Catherine Float, Jo Ann Jarboe, Danielle Skorzanka. *Certificated:* New Hires: Maria Almanzar, Vanessa Balderrama, Jill Baron-Scott, Karen Gilmour, Meg Henderson, Michelle T Parker, Linda Posod, Natalie Ragusa. Substitute Personnel: Nancy Baca, Michael Bilodeau, Hilda Bogossian, Lisa Davidson, Gweneth Givens, Andrew Kang, Angela Patriarca, Guillermo Ulloa, Emilie Weightman, Bobbi Wooldridge. Resignation: Jeff Drach.
- b. **Extra Duty, Extra Pay, P7-05-06.** The Board approved the Extra Duty/Extra Pay Report.
- c. **Approval of Contract with LACOE for Outdoor Science Education Program, R56-05-06.** The Board approved entering into contract with LACOE for the Outdoor Science Education Program.
- d. **Notice of Completion, R55-05-06.** The Board approved the Notice of Completion for Voskanian Construction.
- e. **Gifts to District, R51-05-06.** The Board approved the Gifts to the District presented.
- f. **Purchase Order List #6.** The Board approved Purchase Order List #6.

## COMMUNICATIONS


Dr. Dietel distributed information from the Five Star Coalition regarding Proposition 76. The Five Star Coalition statement was reviewed and discussed.

## ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 11:07 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, November 15, 2005, at 7:00 p.m. in the La Cañada High School Information Resource Center.

  
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Jim Stratton, Superintendent  
Secretary to the Governing Board

**MINUTES APPROVED**

  
\_\_\_\_\_  
Jinny Dalbeck, Clerk

NOV. 15, 2005  
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Date