

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

June 20, 2006

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 6:00 p.m. by President Scott Tracy on June 20, 2006 in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were Board Members, Scott Tracy, Jinny Dalbeck, Cindy Wilcox, Susan Boyd and Joel Peterson.

**CLOSED SESSION**

The Governing Board adjourned to Closed Session at 6:00 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada, California. Present were the five Board Members, Superintendent Jim Stratton, Deputy Superintendent Bill Loose and Assistant Superintendent Mike Leininger. Closed session adjourned at 7:05 p.m.

**MEMBERS PRESENT:**        Mr. Scott Tracy, President  
                                     Mrs. Jinny Dalbeck, Vice President  
                                     Mrs. Susan Boyd, Clerk  
                                     Mrs. Cindy Wilcox, Member  
                                     Mr. Joel Peterson, Member

**REGULAR MEETING**

The Regular Meeting of the Governing Board was reconvened at 7:12 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada. Present were the five Governing Board Members, Mr. Stratton, Dr. Loose, Dr. Leininger and Executive Secretary to the Superintendent Kim Bergner. There were approximately 17 people in the audience. Mr. Tracy asked Palm Crest PTA President, Amy Bernhardt, to lead the Pledge of Allegiance to the Flag.

**REPORT OUT OF CLOSED SESSION**

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

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

Mr. Tracy stated that the minutes of the May 9, 2006 and May 23, 2006 meetings of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes of the May 9, 2006 and May 23, 2006 meetings of the Governing Board were approved as presented.

**REPORTS**

**1. Superintendent's Report**

Mr. Stratton reported seniors Kyle Chen and Mary Kate Hurlbutt were invited to tonight's meeting for board recognition but were unable to attend. Mr. Chen was acknowledged for his achievement as a Presidential Scholars Semifinalist and Ms. Hurlbutt was recognized for being the recipient of the Les Tupper Award.

Mr. Stratton updated the Board on staffing to date for the fall.

La Cañada High School Principal, Dr. Dragos and La Cañada High School Assistant Principal, Mr. Buchanan were present to discuss high school transcripts. Transcripts currently show 6 GPAs. Dr. Dragos informed the Board that La Cañada High School students currently are not ranked on their transcripts because of the various GPAs listed. The high school focuses on the course work, not the GPA and student ranking. Dr. Dragos stated the high school's goal is to give our students the maximum credit for the work they have done. The ultimate intention is the grades would be listed on the transcripts from other accredited institutions but they would not be listed in the La Canada High School GPA.

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

Mr. Tracy asked Mrs. Dalbeck and Mrs. Boyd to update the Board on the District Office Options Committee. Mrs. Boyd reported the committee has met several times and has come up with several options that the board should look at. The request from the committee is that a workshop be scheduled to discuss these proposals. It is also requested that this workshop be publicized so the community will have the option to hear the proposal. The board agreed to schedule the workshop on September 12, 2006 at 6:00 p.m.

Direction from the Board was given to Dr. Leininger to work with the Architect to change the name of the cafetorium/multipurpose room at Palm Crest Elementary to Cafeteria.

Mr. Peterson asked if the committee's options should go to Joint Use prior to the school board meeting. Dr. Leininger clarified the purpose of the workshop is to give the committee or staff direction in a narrowed field of options.

Mr. Tracy suggested Mr. Stratton disseminate the committee information prior to the workshop, and to provide workshop information at least two weeks prior to the workshop. Mr. Tracy also directed staff to publicize the meeting.

## 3. **Assistant Superintendent of Facilities and Operations Report**

Dr. Leininger provided the Board with a construction update. The job walk for the LCHS Band room is tomorrow. Approximately 15 – 20 contractors showed interest in the project but we don't know how many contractors will actually show up for the job walk. The cold water pipes that came through as a change order for Building F should take less than two weeks to complete and that building will be up and running with hot and cold water. The elevator project continues to move forward. The construction management firm we are recommending to you for approval tonight will attend the job walk tomorrow.

Palm Crest Facilities Master Plan – Dr. Leininger informed the Board that he has been working with the Palm Crest Playground Improvements Committee on a proposed stadium seating project. Dr. Leininger provided a drawing of the stadium seating project to the board. The committee discussed keeping the board informed and before any detail is done they wanted to give the board the opportunity to ask questions and discuss their ideas. Kathy Weininger and Jane Nowotny were present. Mrs. Boyd asked about the committee's plans for fundraising. Mrs. Boyd recommended the Palm Crest committee meet with the people involved in the La Canada Elementary Science Center to hear what some of their hurdles were. Mrs. Boyd was one of the parents involved in the Science Center process and offered her assistance to the Palm Crest committee. The cost of the project was discussed. Mr. Tracy suggested the committee meet with Dr. Leininger and talk about whether this would be a DSA project. The committee discussed their idea of the project.

Mr. Stratton reminded the board that this would have to be presented as part of the Facilities Master Plan. Also, the Board would have to make the decision to accept the gift and the project would need to be prioritized. Maintenance issues would need to be looked at. Mr. Tracy stated he doesn't know if this project would be impacted by the recommendations by the District Office Options Committee. The PCR Playground Improvements Committee stated they are willing to wait until the options are presented. Mr. Tracy stated this has to be site driven with PCR principal support. The Playground Improvement Committee reported they presented a survey to the parents and stadium seating was one of the top priorities.

### **OPPORTUNITY TO ADDRESS BOARD**

The following audience members addressed the Board:

None

### **PUBLIC HEARING**

#### **1. Approval of 2006-20067 Projected Budget and 2005-2006 Estimated Actuals, R146-05-06.**

The public hearing was opened at 8:39 p.m. Mr. Caire asked about the district's reserves. After no further questions or comments the hearing was closed at 8:40 p.m.

### **PROPOSED ACTION ITEMS**

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

- a. **\*2006-2007 Consolidated Application, R169-05-06.** It was moved and seconded (Dalbeck/Boyd) to approve the 2006-2007 Consolidated Application, R169-05-06. Ms. Arthur stated this is the application by which we receive state and federal funding in special categorical programs. If approved, this application will provide revenue of approximately \$250,000. The motion to approve the 2006-2007 Consolidated Application was adopted unanimously.
- b. **\*Approval of 06-07 Application for Carl D. Perkins Vocational and Technical Education Act of 1998, R172-05-06.** It was moved and seconded (Peterson/Boyd) to approve the 06-07 Application for Carl D. Perkins Vocational and Technical Education Act of 1998, R172-05-06. The revenue from this application is approximately \$15,855. These monies help to provide services and activities related to career and technical education. The motion to approve the 06-07 Application for Carl D. Perkins Vocational and Technical Education Act of 1998 was adopted unanimously.
- c. **School Site Plans, 2006-07, R177-05-06.** This item is presented as a first reading. School Site plans are necessary for each site to claim and use its school improvement funds. This template is a requirement for receiving the site funds. The template provides a single, comprehensive school plan to improve the academic performance of students. This is the fifth year the state has used this template. The plans were reviewed by the Board. This item will be presented at the July 11, 2006 board meeting for approval.
- d. **\*Field Trip Summary Report 2005-06, R173-05-06.** This item is for review and discussion. Mr. Stratton reported there has been a long standing request to annually review field trips taken during the school year. The Board reviewed the field trip summary. Mrs. Boyd asked about Adventure Week that takes place while other students are in Valley Forge and asked Mr. Stratton to review the alternate trips. Mr. Stratton stated that Valley Forge ties into 5<sup>th</sup> grade curriculum. The alternate trips also tie into the curriculum but not necessarily the same curriculum as the Valley Forge trip. Ms. Boyd asked that parents be informed of the curriculum benefits of Adventure Week.

- e. **Textbook Adoption: University Physics, R171-05-06.** This item is being presented for a first reading only and will come back to the board at the next regularly scheduled meeting of the governing board. Mr. Stratton reported this is the revised edition of the current textbook. The Board requested that in the future current enrollment be added to the textbook agenda items under financial impact.
- f. **\*Authorization to Enter into Contract for Construction Management Services, R182-05-06.** It was moved and seconded (Dalbeck/Peterson) to approve the Authorization to Enter into Contract for Construction Management Services, R182-05-06. Dr. Leininger reported that last week Mr. Stratton, Mrs. Dalbeck, Mr. Peterson and himself interviewed three firms for construction management services. Based on those interviews, Dr. Leininger would like to recommend the authorization to enter into a contract for construction management services with Lundgren Management. During the interview process Lundgren Management brought their entire team and identified who the players would be, and discussed their qualifications. Mrs. Dalbeck and Mr. Peterson briefed the board on their experience with Lundgren Management during the interview process. The contract with Lundgren Management is based on a \$1.9 million project at a cost not to exceed \$128,436.00. References on Lundgren were discussed. The motion to approve the Authorization to Enter into Contract for Construction Management Services was adopted unanimously.

## 2. **Second Reading**

- a. **Approval of 2006-2007 Projected Budget and 2005-2006 Estimated Actuals, R146-05-06.** It was moved and seconded (Wilcox/Dalbeck) to approve the 2006-07 Projected Budget and 2005-2006 Estimated Actuals, R146-05-06. Dr. Loose introduced Diane Clinton, Director of Fiscal Services. Dr. Loose highlighted revisions from the first reading. In reviewing the Budget; Expenditures, Supplies and Capital Outlay were discussed. In response to the first reading the retiree requirements were revised. Dr. Loose explained the process of estimating retirements for the budget. The retiree funds will be put into Fund 20 for now until further research on GASB 45 can be done. Dr. Loose discussed the Economic Uncertainties and the Required Reserves. Three years out there is a difference of \$10,000. Declining enrollment and Special Education were discussed. Mrs. Wilcox presented a proposal on class size reduction in Math with an amendment to the budget by adding class size reduction for Algebra I and IA to 23:1 at a cost of \$72,000. It was moved and seconded (Wilcox/Boyd) to amend the budget to include class size reduction in Algebra I and IA to 23:1 at a cost of approximately \$72,000. Mr. Stratton pointed out we need to look at where we would be three years out and where we would be with the additional cost of \$72,000. The district would also have to look at where these two sections would go and how it would affect the structure of Small Schools. COLA was discussed. There was much discussion about the projections and the additional cost of the class size reduction proposal. The motion to amend the budget to include class size reduction in Algebra I and IA to 23:1 failed with a 2:3 vote. Mrs. Wilcox and Mrs. Boyd were the aye votes. Mr. Peterson made a motion that in 06-07 supplies be \$1,362,232 and that 07-08 be increased to \$1,369,094 and 08-09 be increased to \$1,375,000. The motion failed for lack of a second. The motion to approve the 2006-2007 Projected Budget and 2005-2006 Estimated Actuals was adopted unanimously.

It was moved and seconded (Boyd/Wilcox) to consider 1b, 1c, 1d, and 1e as one item. The motion to consider 1b, 1c, 1d, and 1e as one item was adopted unanimously. Mr. Stratton briefly discussed the request for adoption of the four textbooks. The motion to adopt the four textbooks presented as items 1b, 1c, 1d and 1e was approved unanimously.

- b. Textbook Adoption: Spanish 4: Encuentros Maravillosos, R158-05-06.
- c. Textbook Adoption: Intro to Sports Medicine and Athletic Training, R159-05-06.
- d. Textbook Adoption: Magruders American Government, R161-05-06.
- e. Textbook Adoption: Economics, R162-05-06.

### 3. Consent Agenda

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

- a. **Personnel Report, P22-05-06.** The Board approved the following Personnel items:  
*Classified:* Modification: Jill Neubrand. Resignation: Christine Moon, Mark Gofstein, Jesse Estevez, Elena Ferro, Alex Shelly, Eva Velez. Retirement: Nicolette Porte. *CMSA:* Modification: Wendy Sinnette. *Certificated:* Modification: Liz Craney. Resignation: Tracy Clavin, Deven MacNair, Karen Rose.
- b. **Extra Duty, Extra Pay, P24-05-06.** The Board approved the Extra Duty, Extra Pay report as presented.
- c. **Approval of Special Activities: LCHS Band & Guard to Cal Poly, Pomona, R174-05-06.** The Board approved the LCHS Band & Color Guard request to attend Band Camp in August.
- d. **Approval of Student Teaching Agreement: Loyola Marymount, R175-05-06.** The Board approved entering into an agreement for Student Teaching with Loyola Marymount.
- e. **Approval of Job Description: Student Store Coordinator, Textbook Media Coordinator, and Facilities/Maintenance VI, R176-05-06.** The Board approved the job descriptions for Student Store Coordinator, Textbook Media Coordinator and Facilities/Maintenance VI.
- f. **Approval of Agreement with YMCA for Use of School Property, R179-05-06.** The Board approved entering into an agreement with YMCA for Use of School Property for the YMCA Summer Camp program.
- g. **Approval of Contract Renewal with School Services, R180-05-06.** The Board approved renewing a contract with School Services.
- h. **Gifts to District, R181-05-06.** The Board approved the gifts to district as presented.
- i. **Purchase Order List #16-05-06.** The Board approved Purchase Order list #16-05-06.

### COMMUNICATIONS

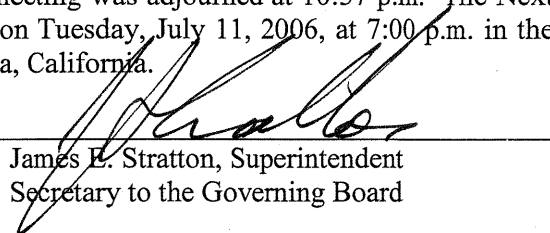
Mrs. Wilcox asked about the Bylaws workshop. The workshop was scheduled for September 19<sup>th</sup> from 5 – 7 p.m. Mr. Tracy asked the Board to sit down and review the Bylaws prior to the workshop.

The Superintendents evaluation was discussed and was scheduled for August 29<sup>th</sup> from 5 – 7 p.m.

Scott asked for a joint press release after the June 26<sup>th</sup> negotiations meeting.

### ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 10:37 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, July 11, 2006, at 7:00 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada, California.

  
James E. Stratton, Superintendent  
Secretary to the Governing Board

### MINUTES APPROVED

  
Susan Boyd, Clerk

Date

6/20/06

