

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

September 10, 2002

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:00 p.m. by President Jinny Dalbeck on September 10, 2002 in the La Cañada High School Information Resource Center at 4463 Oak Grove in La Cañada, California. Present were Board Members Jinny Dalbeck, Andy Beattie, Ron Dietel, Meredith Reynolds, and Scott Tracy, Superintendent Sue Leabo, Deputy Superintendent of Educational Services Jim Stratton, and Chief Business Officer Dave Banis.

CLOSED SESSION

The Governing Board adjourned to Closed Session at 5:01 p.m. in the La Cañada High School Information Resource Center Workroom. Present were the five Board Members, Superintendent Sue Leabo, Deputy Superintendent of Educational Services Jim Stratton, and Chief Business Officer Dave Banis. Closed Session adjourned at 7:00 p.m.

MEMBERS PRESENT: Mrs. Jinny Dalbeck, President
Mr. Scott Tracy, Vice President
Mrs. Meredith Reynolds, Clerk
Mr. Andy Beattie, Member
Mr. Ron Dietel, Member

REGULAR MEETING

The Regular Meeting of the Governing Board was reconvened at 7:05 p.m. in the La Cañada High School Information Resource Center. Present were the five Governing Board Members, Dr. Leabo, Mr. Stratton, Mr. Banis, and Secretary to the Superintendent Judy Mellick. There were approximately 8 people in the audience. Mrs. Dalbeck asked LCHS teacher Richard Weld to lead the Pledge of Allegiance to the Flag.

REPORT OUT OF CLOSED SESSION

Mrs. Dalbeck reported that there was no action taken in Closed Session.

APPROVAL OF AGENDA

It was moved and seconded (Beattie/Tracy) to approve the agenda. It was then moved and seconded (Dietel/Beattie) to amend the agenda to move item 2E on the Consent Agenda to First Reading* item 1B and to add the swearing in of the Student Representative. The motion to approve the amendment to the agenda was adopted unanimously. The motion to approve the agenda as amended was adopted unanimously.

APPROVAL OF MINUTES

Mrs. Dalbeck stated that the minutes of the August 12, 2002 special meeting and the August 22, 2002 regular meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes of the August 12, 2002 special meeting and the August 22, 2002 regular meeting were approved as submitted.

OATH OF OFFICE

Mrs. Dalbeck administered the Oath of Office to Tricia Linden, the Student Representative to the Board for 2002-03.

REPORTS

1. Superintendent's Report

- a. Enrollment Update – Dr. Leabo reported that the district appears to be up in enrollment by approximately 60 students from last year's CBEDS figures. All district employees who have applied for inter-district transfers have been approved. There are 19 more students in 7th grade than projected. Dr. Leabo reported that she has approved additional staffing so 7/8 grade class size can be reduced. 1st and 2nd grade enrollments are higher than projected.
- b. Modernization Update – Dr. Leabo reported on some air conditioning problems at the high school that are being worked on. Mr. Banis brought pictures of elementary schools to show the differences since the modernization. Dr. Leabo reported that all modernization projects have gone very well. PCY is approximately 98% complete with modernization, and will be within a few thousand dollars of projected figures. PCR is right on with expenditures. LCE will finish the project with a little over \$100,000 left in modernization funds.
- c. Playground Safety Update – Dr. Leabo reported that there is fibar at playgrounds at PCY and PCR. She also discussed school procedures regarding P.E. on days with poor air quality. As a guideline, the schools use the recommendations of the American Academy of Pediatrics. When the District Office is notified of a smog alert from the AQMD, the District Office notifies all schools. All PE teachers and coaches have training in first aid.
- d. Food Services Update – The vending machines contracts are handled by Food Services. The cafeteria shares the profit with ASB. In addition to sodas, the high school sells juice, sports drinks and water. There are no vending machines in the elementary schools except in the faculty lounge, which is not available to students.

- 2. President's Report** – Mrs. Dalbeck reported that the state budget has been signed. The cuts made this year were to one-time programs or programs that were not yet implemented. Schools did not really feel the cuts. Next year there will probably be more cuts.

Mrs. Dalbeck also reported that on the November ballot, there is a bond measure for modernization, Proposition 47. LCUSD would be eligible for matching funds if this bond passes. This bond is a 40-60 sharing ratio. There will be an additional bond in March 2004.

Mrs. Dalbeck also reported that Superintendent of Public Instruction Delaine Eastin wants to visit LCUSD a week from Thursday. Dr. Leabo will contact elementary principals and Dr. Leininger to coordinate the visit.

DISTRICT GOALS PROGRESS

1. Staff Development – Mr. Stratton reported that this year staff would like to talk about the progress the District is continually making with the goals throughout the year.

Mr. Stratton outlined the basic premises about professional development: should address student learning needs as determined by assessment data; should be aligned to district goals; should be focused on one or two topics/target areas; should be ongoing, sequential and in-depth, not a one-shot moment in time; should be supported by resources and personnel at individual sites; should provide for individual staff choices based on need and experience.

Staff development is aligned with district goals on curriculum and instruction and on student support.

Staff is focusing on two areas: differentiation and content area literacy. Administrators will ask staff to write their instructional goals around differentiation.

OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:
None

PROPOSED ACTION ITEMS

1. First Reading

- a. **Special Activities: Yosemite Institute and Headlands Institute, R53-02-03.** It was moved and seconded (Beattie/Tracy) to approve the Special Activities: Yosemite Institute and Headlands Institute. Mr. Stratton explained that these activities are experience in environmental studies for grades 7-12 and grades 7/8. Mr. Stratton asked Joy Walters to respond to questions. Ms. Walters explained how students apply and the criteria for how the students are chosen. The motion to approve the Special Activities: Yosemite Institute and Headlands Institute was adopted unanimously.
- b. ***Approval Of 2001-02 Unaudited Actuals, R45-02-03.** It was moved and seconded (Tracy/Dietel) to approve the 2001-2002 Unaudited Actuals. Mr. Banis explained that the state education code requires that the district provide to the state information on revenue and expenditures. The reserve for economic uncertainties is almost 3-1/2%. The General Fund is in good shape. The motion to approve the 2001-2002 Unaudited Actuals was adopted unanimously.

2. Consent Agenda

It was moved and seconded (Reynolds/Dietel) to approve the Consent Agenda as presented. The motion to approve the Consent Agenda was adopted by a vote of three, with members Dalbeck and Beattie abstaining due to conflict of interest.

- a. **Personnel Report, P3-02-03.**
- b. **Extra Duty/Extra Pay Report, P4-02-03**
- c. **Agreement with LACOE for Outdoor Education at Wrightwood, R51-02-03.**
- d. **Agreement with LACOE for Marine Education, R52-02-03.**
- e. **(moved to First Reading*)**
- f. **Special Activities: Elementary Trips – Orange County Marine Institute and Outdoor Education Camp Wrightwood, R54-02-03**
- g. **Special Activities: LCHS Cross Country Team to Stanford Cross Country Invitational and Varsity Water Polo to Coronado High School Water Polo Varsity Invitational, R56-02-03**
- h. **Non-Public School/Non-Public Agency Contracts, R50-02-03.**
- i. **Notice of Completion, R44-02-03.**
- j. **Agreement with LACOE for District ROP Program, R46-02-03**
- k. **Authorization to Enter into Contract for Legal Services with Lozano Smith, R47-02-03**
- l. **Disposal of Surplus, R48-02-03.**

- m. **Authorization to Enter into Contract with National Bond & Trust Co., R49-02-03**
- n. **Purchase Order Lists #3 and #21.**

COMMUNICATIONS

Mrs. Dalbeck reported that she gave Dr. Leabo a booklet from the National School Boards Association for awards for students. She also reported that the California School Boards Association Back to School conference is scheduled for September 25. There is also a Miller Brown & Danis conference scheduled for October 25. Mrs. Dalbeck and Mrs. Reynolds will attend the Miller Brown & Danis conference. On October 4, there is a CLAS conference with Jeff Frost. Mrs. Dalbeck said she would provide copies of a couple of articles regarding artificial turf and the Palos Verdes School District lease to the historical society.

Mr. Dietel and Mrs. Reynolds volunteered to review the 9000 series of Board policy updates.

Staff will set up site visits for the Board, including FIS, one visit each semester.

Mr. Tracy reported on the sports coalition meeting. They have virtually completed a spruce-up of the Junior Varsity and Oak Grove backstops, benches, painting, etc. Mr. Tracy has asked if it would be possible to post a "No Left Turn" sign at the main exit to the high school parking lot, and to make it clear that the front part of the turn-around is a one-way lane.

Mr. Beattie reported that he will be in and out of town until the middle of November. He offered congratulations to high school PTSA vice-president Kim Beattie on her 50th birthday tomorrow.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 9:30 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, October 1, 2002, at 7:00 p.m. in the La Cañada High School Information Resource Center.

Sue Leabo, Superintendent
Secretary to the Governing Board

MINUTES APPROVED

Meredith Reynolds, Clerk

Date