

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

April 18, 2007

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:00 p.m. by President Scott Tracy on April 18, 2007, in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were Board Members Scott Tracy, Susan Boyd, Joel Peterson, Jinny Dalbeck, and Cindy Wilcox.

CLOSED SESSION

The Governing Board adjourned to Closed Session at 5:00 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada, California. Present were the five Board members, Superintendent James Stratton, Deputy Superintendent Bill Loose and Assistant Superintendent Mike Leininger. Closed Session adjourned at 7:15 p.m.

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

REGULAR MEETING

The Regular Meeting of the Governing Board was reconvened at 7:24 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 90 people in the audience. Mr. Tracy asked Joanne Davidson 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 (Boyd/Dalbeck) to approve the agenda. The motion to approve the agenda was adopted unanimously. Mr. Tracy requested that item 3b be moved to First Reading as item 1i. Mrs. Wilcox requested that item 3f be moved to First Reading as item 1j. The motion to approve the agenda as amended was adopted unanimously.

APPROVAL OF MINUTES

Mr. Tracy stated that the minutes of the March 6, 2007, and March 20, 2007, meetings of the Governing Board had been distributed to the Governing Board members in advance for review. Mrs. Boyd made one minor correction to the minutes of March 20, 2007. The minutes of the March 6, 2007, and March 20, 2007, meetings of the Governing Board were approved as amended.

REPORTS

1. Student Representative

Mr. Heaton reported that seniors are hearing from colleges and it is time to make their decisions on where they will be going. Many seniors spent Spring Break visiting colleges to assist in

making those decision. Fourth Quarter has begun. The location of Prom has been announced and it will take place in a Hollywood studio. AP tests are approaching rapidly and many students are busy preparing for those. The all school musical is in June and rehearsals have begun. Next year's Bridge class has been announced.

2. Superintendent's Report

The La Cañada High School boy's basketball team was present to be recognized for an outstanding season. Mr. Stratton asked Dr. Dragos to introduce the team and the coaches. Dr. Dragos talked about the team's accomplishments and commended the players for their teamwork and successes. Dr. Dragos introduced coaches Hoffman and Harvey. Mr. Hoffman introduced the team while each team member received a Certificate of Recognition.

Zhi He Low, a 6th grader at Paradise Canyon Elementary, was also recognized. Mr. Low recently won the Los Angeles County Spelling Bee for the second year in a row. Zhi He Low received a standing ovation from the Board, staff and the audience. On May 19th Zhi will go to Sonoma for the State Spelling Bee.

3. President's Report

Mr. Tracy deferred his report.

4. Assistant Superintendent of Facilities and Operations Report

Dr. Leininger provided a construction update on the upcoming high school Building B, Second and Third Floor project. The bid opening is Tuesday, April 24th. Dr. Leininger expects to have competitive bids at the bid opening based on the job walk held on April 10th with prospective bidders.

The elevator project at the high school is moving forward and should be complete within the next two weeks.

Food Services Update

Dr. Leininger provided some Food Services information that was requested at the last meeting. Dr. Leininger distributed an organizational flow chart for Food Services. Dr. Leininger distributed and discussed a Chart of Responsibilities, which breaks down the Sodexo responsibilities and the District responsibilities.

Mr. Peterson asked who is responsible for supervising Sodexo. Dr. Leininger reported that Business Services is responsible for signing the contract and Dr. Leininger is responsible for supervising Sodexo staff. The PTA's responsibilities were discussed and Mrs. Wilcox stated that the district needs to be careful that the District doesn't become dependent on the PTA and their participation in the Food Services program. Mr. Tracy asked Karen Mathison of the Nutrition Committee for feedback. Mrs. Mathison stated that she appreciates the delineation of responsibility and is comfortable with the changes.

Dr. Leininger distributed an action plan which outlined three goals: 1) to increase participation rates, 2) control costs and 3) reduce summer school program deficit. Dr. Leininger is setting up a meeting with the Nutrition Committee for the first week in May to share the participation rates. It is Dr. Leininger's goal to share this information at every Nutrition Committee meeting.

Mrs. Dalbeck would like the new Sodexo Manager to provide his assessment of our current program and what his recommendation is for change. Dr. Leininger will put this information in TWIR. Mr. Tracy stated that the Board would like Food Services updates at regular board meetings. Mrs. Dalbeck would like some benchmarks (timelines) to know where we will be in the fall. Mrs. Boyd agreed with the need to see how each goal presented is going to be

achieved. Mr. Peterson would like to see a breakdown of the flow chart to see a chain of command for how decisions are made. The Board's requests were noted.

OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

Ani Ucar, LCHS student, regarding Nancy Padilla, AP teacher at LCHS
Karen Mathison, LCHS parent, regarding 2007-08 calendar

PROPOSED ACTION ITEMS

1. First Reading

- a. **Textbook Adoption: Social Science Grades K-6, Reflections: California Series, R134-06-07.** This item is being presented as a first reading. The state provides districts with a list of what books local districts are able to consider for possible K-8 adoption. Our teachers began the review process over a year ago. Each school and each grade level made a decision on what their choice would be; the teams then got together and reached consensus. The request to approve the Harcourt textbook comes to the Board with strong recommendations from staff. This will come back for approval at the next meeting on May 8th.
- b. **Resolution 21-06-07 Proclaiming May 20-26, 2007 Classified School Employee Week.** It was moved and seconded (Wilcox/Peterson) to approve Resolution 21-06-07 Proclaiming May 20-26, 2007 Classified School Employee Week. Mr. Stratton stated that this is an annual Resolution, but no less important this year. This is a formal proclamation which recognizes our classified employees for their support to the district. The motion to adopt Resolution 21-06-07 Proclaiming May 20-26, 2007 Classified School Employee Week was adopted unanimously.
- c. **Resolution 22-06-07 Proclaiming May 9, 2007 Day of the Teacher.** It was moved and seconded (Peterson/Dalbeck) to adopt Resolution 22-06-07 Proclaiming May 9, 2007 Day of the Teacher. Mr. Stratton stated a Resolution on a piece of paper can not convey how important the teachers are to the district but that nevertheless this is a proclamation of true appreciation for our teachers. The motion to adopt Resolution 22-06-07 Proclaiming May 9, 2007 Day of the Teacher was adopted unanimously.
- d. **Resolution 23-06-07 Tax and Revenue Anticipation (TRANS) Program.** It was moved and seconded (Peterson/Wilcox) to adopt Resolution 23-06-07 Tax and Revenue Anticipation (TRANS) Program. TRANS are short-term, tax exempt securities which are issued by public agencies to provide adequate funds for expenditures during periods of projected cash short falls. Dr. Loose stated this is a routine item that comes to the Board every year. We have participated in this program in the past and would like to continue to participate in the program. The motion to adopt Resolution 23-06-07 Tax and Revenue Anticipation (TRANS) Program was adopted unanimously.
- e. **Comprehensive School Safety Plans, R123-06-07.** It was moved and seconded (Dalbeck/Peterson) to approve the Comprehensive School Safety Plans, R123-06-07. Dr. Leininger reported that Ed Code requires that annually each site within the district develop a comprehensive school safety plan. The components of the plan include: 1) the assessment of the current status of the school or school-related crimes; 2) Child abuse reporting procedures; 3) Disaster procedure, routine and emergency; 4) Policies related to suspension, expulsion or mandatory expulsion and other school designated serious acts which would lead to suspension or expulsion; 5) Procedures regarding teacher notification of dangerous students pursuant to EC 49079; 6) Sexual harassment policy pursuant to EC 212.6 (b); 7) Provisions of any school wide dress code,

established pursuant to EC 35183; 8) Procedures for safe ingress and egress to and from school; 9) A safe and orderly environment conducive to learning; 10) Rules and procedures on school discipline adopted pursuant to EC 35291 and 35291.5. Mrs. Dalbeck asked if there is a district office plan. Mr. Stratton stated there is a district office plan in place, but it is not required by Ed Code to be included in this report. Mrs. Wilcox discussed the suspensions at the high school which were reported at site council. It was moved and seconded (Wilcox/Boyd) that this item be tabled for approval at the next meeting. Mrs. Wilcox asked if a tally is kept on crimes that occur where no one is caught. Mrs. Davidson responded that the information is available but that the information has not been put in the report because it is not an Ed Code requirement for the plan. The motion to table this item until May 8th was adopted unanimously.

It was discussed and confirmed that fundraising would be done to make it financially possible for all members to participate.

f. **Approval of Board Policy Revisions and Additions, R132-06-07.** This item is presented as a first reading. The proposed revisions and additions were discussed. This item will come back for approval at the May 8th meeting.

g. **Special Activity: LCHS Girls Volleyball, R133-06-07.**

h. **Special Activities: LCHS Boys Water Polo, R134-06-07.** It was moved and seconded (Peterson/Dalbeck) to approve the Special Activity: LCHS Girls Volleyball, R133-06-07. Mr. Stratton reported that the reason we brought this as a first reading item is because this is a trip that has not previously been approved by the Board and Mr. Stratton wanted to give the Board the opportunity to discuss this trip. It was moved and seconded (Boyd/Tracy) to discuss agenda items g and h together.

Mrs. Boyd is concerned with the cost of the trips that have been coming to the Board. Mrs. Boyd asked if there are other opportunities that may not be as expensive or as extensive. Mr. Stratton stated that the rationale for the requests is the level of competition available. Mr. Naeve reported that the level of training and competition available to the team in Hungary is by far the best available. Mr. Naeve further stated that many parents have unanimously volunteered to privately assist any student who needs financial assistance for the Boys Water Polo trip. Mr. Naeve clarified that a student who is not able to attend the trip is not affected by not going and that he may still participate in the sport. Mr. Peterson stated that he wants to make sure we don't take away these opportunities for our kids and that we should support the options afforded to our students.

Mr. Tracy asked for additional information on the Volleyball trip and why they need to go to Hawaii. LCHS teacher, Craig Franzen, responded on behalf of the team and reported that this is an invitational. The team was invited to participate and it is an honor to be invited and a great opportunity to compete at a higher level of play.

The motion to approve Special Activity: LCHS Girls Volleyball, R133-06-07 and Special Activities: LCHS Boys Water Polo, R134-06-07 was adopted unanimously.

i. **Approval of Agreement with YMCA for Use of School Property for 2007 Summer Program, R127-06-07.** It was moved and seconded (Wilcox/Boyd) to approve the Agreement with YMCA for Use of School Property for 2007 Summer Program, R127-06-07. Dr. Loose clarified that there was an error on the white copy of the agreement. This contract should reflect the site as Paradise Canyon and not La Cañada Elementary as stated. The motion to approve the Agreement with YMCA for Use of School Property for 2007 Summer Program was adopted unanimously.

j. **Authorization to enter into Contract for Auditing Services, R131-06-07.** It was moved and seconded (Wilcox/Boyd) to approve the Authorization to enter into Contract for Auditing Services, R131-06-07. Dr. Loose reported that this request is for a one year extension. The extension will allow the Business office time to prepare a Request for Proposal which will assist in the search for a new auditing firm. The Board

approved entering into a one year contract with Boceta, Macon, Workman & Associates for auditing services.

2. Second Reading

- a. **Resolution 18-06-07 Statement of Assurance for Standards Alignment for Mathematics Adoption.** It was moved and seconded (Peterson/Boyd) to adopt Resolution 18-06-07 Statement of Assurance for Standards Alignment for Mathematics Adoption. This is an assurance that the standards for mathematics are met in the recommended textbook adoption. The motion to adopt Resolution 18-06-07 Statement of Assurance for Standards Alignment for Mathematics Adoption was adopted unanimously. The Governing Board adopted new standards-aligned instructional materials for grades 9 – 12 in mathematics on April 18, 2007. The Governing Board certified that it will provide each pupil in grades 9 – 12 in these classes with a standards-aligned textbook or basic instructional materials by September 4, 2007, which is the start of the first school term that is not later than 24 months following the local adoption of these materials.
- b. **Textbook Adoption: Pre Calculus Graphical, Numerical, Algebraic, 7th edition, R110-06-07.** It was moved and seconded (Wilcox/Dalbeck) to approve the Textbook Adoption: Pre Calculus Graphical, Numerical, Algebraic, 7th edition, R110-06-07. After review and comparison to other textbooks, the recommendation for this textbook was presented. The criteria for this recommendation was reviewed and discussed by Mr. Stratton. Mrs. Wilcox asked how soon teachers would get these new editions once approved. Mr. Stratton stated the orders could be placed shortly after adoption and, if so, would be received within about 6 weeks. The motion to approve the Textbook Adoption Pre-Calculus & Honor Pre-Calculus, R110-06-07 was adopted unanimously.

3. Consent Agenda

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

- a. **Personnel Report, P16-06-07.** The Board approved the following Personnel Items: *Certificated:* New Hires: Maryam Afifi, Lauren Beattie, Robert Burlison, Jr., Elizabeth Cline-Franzen, Denise Gunter, Sara Hudson, Mary Malhorta, Kristen Michelson, Faye Therrien, Janice Walbrecht. Leave of Absence: Sharon Barker. Resignation: Nancy Oberlander. *Classified:* Leave of Absence: Juanita Villareal.
- b. **Approval of Agreement with YMCA for Use of School Property for 2007 Summer Program, R127-06-07.** This item was moved to First Reading *.
- c. **Approval of Agreement with CEC for Use of School Property for 2007 Summer Program, R128-06-07.** The Board approved entering into an agreement with CEC for the use of school property for their 2007 summer program.
- d. **Authorization to enter into Contract for Legal Services, R129-06-07.** The Board approved entering into a contract with Atkinson, Anderson, Loya, Ruud and Romo for legal services.
- e. **Authorization to enter into Contract for Mandated Cost Services, R130-06-07.** The Board approved entering into a contract with Axiom for mandated cost services.
- f. **Authorization to enter into Contract for Auditing Services, R131-06-07.** This item was moved to First Reading *.
- g. **Special Activity: Key Club District Convention in Long Beach, CA, R138-06-07.** The Board approved the special activity for the Key Club District Convention in Long Beach, California.
- h. **Approval of Contract for use and support of Classlink Software, R136-06-07.** The Board approved entering into a contract with Arcadia Unified School District for use and support of Classlink Software.

- i. **Approval of Notice of Completion, R124-06-07.** The Board approved the Notice of Completions for Vanguard Painting, Inc. for painting of the bank room with a completion date of March 1, 2007 and Donald M. Hoover Co., for the flooring of the Band and Home Ec rooms with a completion date of March 6, 2007.
- j. **Gifts to District, R125-06-07.** The Board approved the Gifts to the District as presented.
- k. **Purchase Order List #13.** The Board approved Purchase Order List #13.

COMMUNICATIONS

Mrs. Boyd invited all Board members to participate in the upcoming Boosters Golf Tournament.

The April Chamber of Commerce Mixer invitation was discussed.

Mrs. Dalbeck asked if Mr. Peterson has received permission to add an additional person on the City's committee. Mr. Peterson updated the Board stating that Mr. Peterson went to the meeting with his request and Mr. Stratton prepared a formal letter to the City.

Mrs. Dalbeck discussed the electronic TWIR.

CLOSED SESSION

The Board reconvened into Closed Session at 9:35 p.m.

REGULAR MEETING

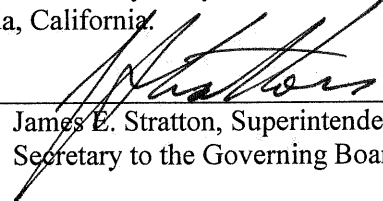
The Regular Meeting of the Governing Board was reconvened at 11:00 p.m.

REPORT OUT OF CLOSED SESSION

Mr. Tracy reported out of closed session and stated there was no action taken in closed session.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 11:00 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, May 8, 2007, 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


Joel Peterson, Clerk

Date

5/25/07