

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

June 5, 2007

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 4:30 p.m. by President Scott Tracy on June 5, 2007, in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were Board Members Scott Tracy, Jinny Dalbeck, Susan Boyd, Cindy Wilcox, and Joel Peterson.

CLOSED SESSION

The Governing Board adjourned to Closed Session at 4:30 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada, California. Present were the five Board Members and Superintendent James Stratton. Deputy Superintendent Bill Loose and Assistant Superintendent Mike Leininger joined Closed Session at 5:30 p.m. Closed session adjourned at 6:00 p.m.

Workshop: LCHS Athletics

The Governing Board workshop on high school athletics began at 6:15 p.m. Mr. Stratton reported that this is the end of the year follow up to the high school athletics workshop in October. Mr. Stratton introduced high school principal Dr. Damon Dragos.

Dr. Dragos reported on the Coaches' Handbook. The Coaches' Handbook is now available electronically and includes the high school and district policies and procedures that pertain to event management, eligibility, rules, field trips, etc.

Dr. Dragos reported that the high school just participated in the Rio Hondo Constitution revisions, which are done every year. The Rio Hondo rules are typically restatements of the CIF rules, but occasionally may be more stringent than the CIF rules.

This year, the high school moved further into the new coach inservice process. This interview process for head coaches includes meeting with the Athletic Director and the Principal. The new coach is provided with the handbook, the CIF Bluebook and the Rio Hondo League Constitution. The new coaches are trained together to learn how to work with our students in a positive way.

The Boosters were very generous with their support this year and twice this year provided a very informative workshop for parents, students and coaches to discuss how recruiting works. Dr. Dragos is hoping the Boosters are willing to provide this workshop again in the future.

Dr. Dragos discussed the process for coaching evaluations. Dr. Dragos clarified that the final evaluator for varsity coaches is the Principal. The Principal works with the head coaches to get their input on lower division coaches' evaluations. Dr. Dragos writes comments and identifies growth areas on the evaluations. Coaches are evaluated in accordance with the LCTA Extra Duty/Extra Pay contract.

Dr. Dragos discussed the changes in CIF eligibility rules for 9th and 10th graders. This change impacts CIF southern section rule 214 and 215 regarding eligibility and hardship. This rule provides for a one time exemption to move schools. The one time window starts with this school year. This is a minor change for our district because we have only one high school but it could impact our neighboring districts that have more than one high school.

Dr. Dragos reported that Lacrosse has just been added as a new sport for the District and discussed the process for implementing a new sport. The three things that are reviewed to approve a new sport are the interest in the sport, the logistics (schedule, funding and facilities) and the contractual requirements for the new sport. Once these three things are reviewed funding for the coaches needs to be considered.

Boosters can usually accommodate one time costs. This same process would be followed for adding an additional level for a particular sport.

Player Awards Criteria were discussed by Dr. Dragos. Dr. Dragos reported that there have been improvements in the athletic code and the unification of the discipline policy for all sports. All sports now make use of the same discipline policy.

Dr. Dragos discussed equity among various high school athletics in regards to uniforms and equipment. Dr. Dragos stated that Boosters is our major support system. When coaches are hired, they are informed of the process to request any equipment and uniforms that are needed for their sport. At this point, all coaches have received what they have asked for.

Dr. Dragos reviewed the current summer programs, providing clarification on the official school programs, informal passing leagues, outside organization programs and individual programs.

Dr. Dragos reported on parents as coaches. This can be an ethical issue when grades, playing time, position are involved. The school philosophy is not to put a child in the middle if it is possible to avoid such arrangements.

Dr. Dragos discussed field use and Joint Use. Dr. Dragos stated the coaches need to think ahead to get their field use needs on the facility/joint use calendar.

Dr. Dragos discussed SB 78 and the impact it would have on current physical education practice and the changes that will need to be made to meet the physical education requirements. The high school is providing options to students to make the new requirements as easy as possible for students to meet. Dr. Dragos clarified that current 9th graders are grandfathered in and are not affected by SB 78. However, this will impact new incoming 9th graders in 2007-08. Band and cheerleading PE credit will come back to the Board as it becomes clearer to the high school how SB 78 impacts those programs.

Mrs. Dalbeck asked for clarification on options for students not meeting the dual sport requirement. Dr. Dragos provided clarification on a student's options.

Mrs. Dalbeck asked if it would be possible to assign a mentor to new coaches. Dr. Dragos replied that it would be very beneficial to formalize a procedure for that.

Mrs. Dalbeck asked for clarification on CIF information on 9th and 10th grade eligibility, which Athletic Director, Randy Boal and Dr. Dragos provided.

Mrs. Boyd asked about the Extra Duty/Extra Pay job descriptions and qualifications. Dr. Dragos clarified this is a negotiated item and discussed the recent changes to the Extra Duty/Extra Pay contract changes.

Dr. Loose addressed the contract issues and how it affects the coaching staff.

Ms. Boyd asked about incorporating student and parent survey input into coaches' evaluations. Dr. Dragos indicated that he could not put this directly into the contract regarding evaluations but he is certainly willing to listen to input from parents and students.

The Board took a break from the workshop in order to recognize students who were present for recognition.

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 7:20 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 60 people in the audience. Mr. Tracy asked Tucker Heaton to lead the Pledge of Allegiance to the Flag.

REPORT OUT OF CLOSED SESSION

Mr. Tracy reported that in Closed Session Special Education case 0AH#2006100173 was settled.

APPROVAL OF AGENDA

It was moved and seconded (Dalbeck/Boyd) to approve the agenda. The motion to approve the agenda was adopted unanimously. Mrs. Wilcox requested item 3f become discussion item 1e.

APPROVAL OF MINUTES

Mr. Tracy stated that the minutes of the April 22, 2007, and April 27, 2007, meetings of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes of the April 22, 2007, and April 27, 2007, meetings of the Governing Board were approved as presented.

REPORTS

1. Superintendent's Report

Mr. Stratton announced that this is our Student Representative Tucker Heaton's last meeting and that he has done an outstanding job communicating news, information and student opinion. Mrs. Boyd as Board Vice President assisted in presenting a plaque to Mr. Heaton for his contribution to the Board for the 2006-2007 school year.

Mr. Stratton introduced Paradise Canyon principal Donna Robinson. Mrs. Robinson began her presentation by introducing 6th grade teacher Mrs. Marion Darling who explained the Los Angeles Times art and writing contest and its winners. Mrs. Darling talked about the contest and introduced the students who placed in the contest. A Certificate of Recognition was presented to each student.

Mr. Stratton asked high school principal Dr. Dragos to introduce the high school Color Guard. The Color Guard won first place in the Winter Color Guard International. The color guard students each received a Certificate of Recognition from the Board.

Dr. Dragos introduced the Boys Varsity Swim Team, which won CIF Southern Section II – two years in a row. Dr. Dragos also introduced the team coaches. Each member of the Boys Varsity Swim Team was presented with a Certificate of Recognition.

2. Student Representative

Mr. Heaton made his last report. He thanked the board for the opportunity to represent the students. He reported that he has learned a lot and better understands the process of how policy decisions affect program.

3. President's Report

Mr. Tracy stated that under President's Report he will take the opportunity to continue the workshop on high school athletics.

Mrs. Boyd expressed her concern with Title 9 and asked who monitors the equity among boys and girls athletics. Mr. Boal responded that every year the coaches are asked for their equipment and uniform requests. The Athletic Director reviews the items requested and then submits the requests to the principal. The Athletic Director compares the requests and reviews them for equity.

Mrs. Wilcox asked for clarification on some of the items discussed by Dr. Dragos, including the physical fitness test and coach evaluations. Dr. Dragos provided clarification to her questions.

Mr. Peterson clarified a student's participation in a summer athletic program, stating that even though attendance is not a requirement it may enhance a student's ability in the sport and increase proficiency level. Dr. Dragos agreed and stated that students have the opportunity to attend a summer sports program but school sponsored activities are not required and can not be required.

Mr. Tracy stated that his question is an issue that continually comes to the Board: the purpose and cost of field trips and ensuring that there are no repercussions of not attending. Dr. Dragos reported that there is a high level of expectation for team experiences and many of the summer tournaments are not local and often are in remote locations. Because of the nature of our community, many people have stepped forward in assisting with the funding for the athletic field trips and there are typically many options available for assisting students who cannot afford the full cost. Dr. Dragos stated that he discusses coach field trip requests with the coach to clarify funding and the reason for the request.

Mrs. Boyd reported that she attended the Recruiting Realities workshop and found it very helpful and is glad that it is being considered again.

Dr. Dragos was asked to clarify the physical education graduation requirements.

There were several clarifying questions from the audience.

At the conclusion of the workshop the Board thanked Dr. Dragos and Mr. Boal for the update on the high school athletics program.

Mr. Tracy asked Mr. Peterson to provide an update on the Joint Use Committee. Mr. Peterson distributed a summary report for the Board. Mr. Peterson provided a review of the current Five Year Capital Improvement Plan and possible new joint use projects. Mrs. Boyd provided an update on the LCE Pedestrian Crossing project. Mrs. Boyd also discussed a community conversation on parking at the high school and the need to look at this situation.

4. Assistant Superintendent of Facilities and Operations Report

Construction Update:

Dr. Leininger reported that the LCHS Bldg B Second and Third floor project is moving forward and all classrooms should be complete before the beginning of the year.

Dr. Leininger presented a rendering of the Paradise Canyon Elementary multi purpose room and discussed the layout of the project.

The Palm Crest Elementary multi purpose room project is moving forward and the rendering should be available at the next meeting.

Dr. Leininger mentioned the St. Francis/Michigan Hill project. The project will take place over the summer. He and Dr. Dragos will be attending a meeting to learn more about the St. Francis project.

OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

None

PROPOSED ACTION ITEMS

1. First Reading

- a. **Approval of 2007-2008 Projected Budget and 2006-2007 Estimated Actuals, R165-06-07.** This item is being presented for a First Reading. Dr. Loose began by discussing the 2007-2008 projected budget and 2006-2007 estimated actuals. This item will come back to the Board on June 26 for a public hearing and Board approval. Dr. Loose discussed the budget assumptions and reported the district is changing the budgeting model for the way we report donations and field trips. The 2006-2007 estimated actuals project a general fund ending balance of \$4,945,945. The 2007-2008 budget projects a general fund ending balance of \$4,940,012. Mr. Stratton asked at what point Business will be able to provide a detailed explanation of the carryover. Dr. Loose reported the carryover is currently \$720,000 and he will provide a breakdown in TWIR. Mr. Stratton reported that CISI has not confirmed the COLA numbers and is waiting to see what will happen in Sacramento with the signing of a budget. Dr. Loose clarified that the COLA used in this budget was only projected by School Services.

Mrs. Wilcox asked for clarification on the assumptions and staffing. Dr. Loose reported that even though the number of teaching slots has declined we have been able to retain the teachers that we previously laid off due to retirements and resignations.

As part of a discussion of special education costs, the Board asked staff to look into the cost of the School Services special education audit and review.

The carryover was discussed. Mrs. Wilcox stated she would like to use the carryover for class size reduction. During the discussion on class size reduction Mrs. Dalbeck reminded the Board that class size reduction should be a part of interest based bargaining. Mrs. Wilcox talked about the timing issue of hiring for class size reduction.

This item will come back for approval at the June 26, 2007 Board meeting.

- b. **Sodexo Food Services Program, R160-06-07.** This item is presented as a first reading. Dr. Loose reported that he and Dr. Leininger are requesting an additional one year amendment to the current contract. Dr. Leininger reported that he included in TWIR this week a series of attachments to provide information on what has been worked on over the last few months. The "dream menu" was discussed. Dr. Leininger reported that this menu is being put in place. It was recommended that lunch costs at the elementary sites be increased by \$.25 to \$3.00. The participation rates at the elementary sites vs. high school rates were discussed. Dr. Leininger is working with Sodexo to create a new high school menu to hopefully increase high school participation. Dr. Leininger reported that there will be a decrease in staffing during summer school and for next year. Dr. Leininger stated that the changes that have been made can help reduce the deficit and recommends extending the contract for an additional year.

Representatives from Sodexo were present to answer any questions of the Board.

Mrs. Dalbeck asked Dr. Leininger to report on his visit to other high school cafeterias. Dr. Leininger reported on his visit to Pacific Palisades and stated that he and Dr. Loose

will be visiting Arcadia High School later in the week. Mrs. Boyd asked if we have goals for the changes to the program. Dr. Leininger identified these goals: to be in the black and to have a product that is pleasing to the taste and that meet the Assembly Bill requirements.

Mrs. Dalbeck asked if the Sodexo contract was amended to account for Palm Crest Elementary construction. Dr. Leininger and Sodexo discussed the considerations for alternative food services for Palm Crest Elementary during construction and the effect this would have on the guarantee in the contract.

Mr. Peterson asked that the contract be amended to reflect that Dr. Leininger and Dr. Loose meet with Sodexo on a quarterly basis, not bi-annually.

Dr. Leininger thanked Karen Mathison and the Nutrition Committee for all their hard work.

c. School Site Plans 2007-08, R170-06-07. This item is presented as a first reading.

Mr. Stratton stated that annually it is required that each school site present a plan for the upcoming school year. The Board is being asked to approve the school site plans, particularly the budgets. Annually, each school submits a budget for proposed expenditures of funds available to the schools from state and federal categorical programs. The plans presented have been approved by each school site council. This will come back to the Board for approval on June 26, 2007.

d. *Approval of Application for English Language Acquisition Program Funds, R168-06-07. It was moved and seconded (Peterson/Wilcox) to approve the Application for English Language Acquisition Program Funds. This is an application approval request. This would provide approximately \$4,900 for use in our ELD program at grades 4 –8. Ms. Arthur stated that these funds have been very important in funding our DynEd program. The motion to approve the Application for English Language Acquisition Program Funds was adopted unanimously.

e. Request to go to Bid for resurfacing and reconditioning of the LCHS Tennis Courts, R162-06-07. It was moved and seconded (Peterson/Boyd) to approve the request to go to bid for resurfacing and reconditioning of the tennis courts at the high school. Dr. Leininger reported that we have had numerous requests over the past year and a half from the City and parents to put our tennis courts back into service. The trailers currently on the tennis courts will be moved this summer to the back parking lot. There currently is a \$1700 cost per semester for renting the tennis courts at the country club. Fencing, netting and lighting, along with resurfacing will need to be done. Mrs. Boyd discussed the need for parking on the high school campus and stated we should look at the campus overall.

Dr. Leininger stated that the city is very interested in this project. Dr. Leininger stated that he can come back on the 26th with some numbers.

Mrs. Wilcox expressed some long term concerns with spending money on the tennis courts. Mrs. Wilcox stated we should be looking at the entire campus including parking.

Mrs. Dalbeck asked Dr. Leininger to put costs into TWIR rather than going out to bid. The City is not willing to participate in the reconstruction of the existing tennis courts.

The motion to approve the request to go to bid for the resurfacing and reconditioning of the tennis courts at the high school was opposed by a 0:5 vote. The Board directed Dr. Leininger to provide tennis court improvement costs in TWIR.

2. Second Reading

- a. **School Accountability Report Card 05-06, R126-06-07.** It was moved and seconded (Dalbeck/Boyd) to approve the School Accountability Report Card. Ms. Arthur provided corrective actions taken or planned for Paradise Canyon Elementary and Palm Crest Elementary. Paradise Canyon Elementary included a state error which has been corrected. Mrs. Wilcox stated that for next year she would like us to brag about what we do well, list support services in Roman Numeral 5, page 6. Mrs. Wilcox would like support staff to be listed. The motion to approve the School Accountability Report Card was adopted unanimously.
- b. **Potential New Courses at LCHS, R144-06-07.** It was moved and seconded (Wilcox/Boyd) to approve the Potential New Courses at LCHS. The courses requested are Korean 4 P, AP Psychology and ROP Graphic design. Mr. Stratton stated that the information on these courses was presented at the last Board meeting. The motion to approve the potential new courses at LCHS was adopted unanimously.

3. Consent Agenda

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

- a. **Personnel Report, P20-06-07.** The Board approved the following Personnel Items: *Certificated:* Hires: Jennifer Bituin, Marie Evelyn, Susan Fuelling, Tara Georgenes, Greg Hardash, Cynthia Hayes, Nathan Howe, Jenny Keens, Julia Lee, Nicole Neumann, Erin O'Reilly, Mickey Reardon, Odessa Scott, Cole Spitler, Amy Sweetnam, Erin Thomas, Mary Ellen Walker. Leave of Absence: Edita Khanlarian. Resignation: Bob Berger, Melissa King, Robin Williams. *Classified:* Hires: Lena Bonyad, Nicole Elliott-McGuffie, John Roberts, Marti Valdes, Tawny Williams. Resignation: Edna Zamora, Laurel Asher. Declined Employment: Ashleigh Valentine. Retirement: Cynthia Smither.
- b. **Extra Duty, Extra Pay, P21-06-07.** The Board approved the Extra Duty/Extra Pay Report as presented.
- c. **Special Activities: Girls Varsity Basketball, R152-06-07.** The Board approved the Girls Varsity Basketball trips to Palm Springs, California; Twin Peaks, California and San Diego, California.
- d. **Surplus of Equipment, R160-06-07.** The Board approved the surplus of an ice dispenser and a gardener's truck.
- e. **Request to go to Bid for LCHS Football Field Restrooms, R161-06-07.** The Board approved going to bid for the remodeling of the high school football field restrooms.
- f. **Request to go to Bid for LCHS Tennis Courts Resurfacing, R162-06-07.** This was moved to first reading.
- g. **Accept Bid for Resurfacing FIS Parking Lot, R163-06-07.** The Board accepted the bid from Commercial Paving & Coating in the amount of \$43,500 to resurface the FIS parking lot.
- h. **Request to go to Bid for Transportation for 2007-2008.** The Board approved the request to go to bid for transportation for the 2007-2008 school year.
- i. **Authorization to enter into a contract with American Appraisal, R164-06-07.** The Board approved entering into a contract with American Appraisal for valuation services.
- j. **Gifts to District, R159-06-07.** The Board approved the Gifts to the District as presented.
- k. **Purchase Order List #15.** The Board approved Purchase Order List #15.

COMMUNICATIONS

Mr. Peterson provided an update on the General Plan Advisory Committee.

Mr. Stratton requested the Board look at available dates to schedule upcoming workshops. The Superintendent Evaluation was scheduled for June 19, 2007 from 5:00 p.m. - 7:00 p.m.; with an additional Superintendent Evaluation on June 26, 2007 at 4:30 p.m.

The Special Education workshop was scheduled for June 26, 2007 from 6:00- 7:00 p.m.

The Assessment workshop was scheduled for July 10, with revisions of the board policy at the July 17th meeting and second reading on August 14th. Mr. Stratton reminded the Board we need to confirm with the high school staff that they are available.

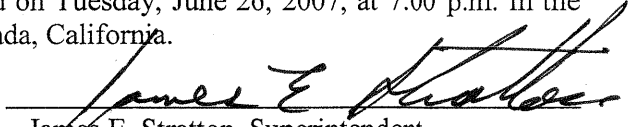
It was moved and seconded (Wilcox/Boyd) to extend the meeting to 11 pm. The motion to extend the meeting to 11:00 P.m. was adopted unanimously.

The Bylaws were discussed. They will come back for a second reading on June 19, 2007 and if needed a third reading on July 10th. No second legal opinion will be solicited.


Mr. Peterson stated that he wants to recuse himself from future special education closed session cases.

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, June 26, 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

July 18, 2007