

Please Note
Meeting Date:
June 8, 2004

LA CAÑADA UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE GOVERNING BOARD

June 8, 2004 in Room 41
4490 Cornishon, La Cañada, California
AGENDA

PLEASE NOTE
LOCATION:
Room 41
4490 Cornishon

7:00 p.m.

CALL TO ORDER in Room 41 at 4490 Cornishon at 5:00 p.m.

PROPOSED ACTION ITEM: Vote Regarding Sewer Assessment, R155-03-04

CLOSED SESSION in Room 41 at 4490 Cornishon at 5:10 p.m. (Agenda attached)

REPORT OUT OF CLOSED SESSION

REGULAR MEETING in Room 41 at 4490 Cornishon at 7:00 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

APPROVAL OF MINUTES, April 27, 2004, May 11, 2004 and May 17, 2004

REPORTS:

- | | | |
|----|-------------------------------|---------|
| 1. | Superintendent's Report | Leabo |
| | a) End of Year Activities | |
| | b) Bond Presentation | |
| 2. | President's Report | Beattie |
| 3. | Student Representative Report | Masters |

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD concerning items not on the agenda. The *Brown Act* prohibits the Board from taking action on items not on the agenda. Please limit your remarks to three minutes. In order to facilitate the efficient working of the Board, comments on non-agendized items will be limited to a total of 20 minutes.

PUBLIC HEARING

- Statement of Assurances for 2003-2004 Pupil Textbook and Instructional Materials Incentive Program for Grades K-12
- Public Presentation of LCTA and District Negotiation Proposals, R156-03-04

PROPOSED ACTION ITEMS (over for a description of items)

- First Reading** [Asterisk (*) denotes action may be taken on the first reading.]
 - 2004-05 Proposed Budget, R162-03-04
 - *Resolution #28 Temporary Cash Transfer and Resolution #29: Temporary Borrowing
 - *Declaration of Need for Fully Qualified Educators, R157-03-04
 - *Board Policy 7310- Naming of Facilities, R165-03-04
 - *Appointment of Bond Oversight Committee, R168-03-04
 - *Approval of Projects for Phase I of Construction, R169-03-04
 - *Authorization to Enter into Contract for Construction Management Services, R161-03-04
 - *Authorization to Enter into Contract for Architectural Services, R167-03-04
 - *Resolution #30-03-04 Statement of Assurances for 2003-2004 Pupil Textbook and Instructional Materials Incentive Program Grades K-12
 - *Amendment to Allocation of Additional Funds, R123-03-04.
- Second Reading**
 - School Site Plans for 2004-05, R154-03-04
- Consent Agenda**
 - Personnel Report, P23-03-04
 - Non-Public School/Non-Public Agency Contracts, R171-03-04
 - *Resolution #31-03-04 Declaration of Indefinite Salaries for Retroactive Pay for 2004-05
 - Contract Award for La Canada High School Exterior Painting, R163-03-04
 - Contract Award for La Canada High School Roofing Project, R166-03-04
 - Authorization to Make Appropriation Transfers, R159-03-04
 - Special Activity: Palpitating Panthers, R170-03-04
 - Amendment to contract for LACOE Network Services and Support, R173-03-04
 - 2004-2005 Designation of CIF Representatives to League, R164-03-04
 - Approval of Job Description: Elementary Secretary, R172-03-04
 - Approval of Job Description: Facilities Maintenance V, R174-03-04
 - Disposal of Surplus Equipment, R158-03-04
 - Gifts to District, R160-03-04
 - Purchase Order List #14

COMMUNICATIONS: Informational communication among Board and staff members

RECONVENE CLOSED SESSION (if needed)

RECONVENE OPEN SESSION AND REPORT OUT OF CLOSED SESSION (if needed)

ADJOURNMENT

The Next Regular Governing Board Meeting will be held on Tuesday June 29, 2004, at 7:00 p.m.
in Room 41 at 4490 Cornishon, La Cañada, California

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY
Any individual with a disability who requires reasonable accommodation to participate in a Board meeting may request assistance by
contacting the Superintendent's Office, 5039 Palm Drive, La Cañada, CA 91011
telephone – (818) 952-8381; fax – (818) 952-8309

June 8, 2004 GOVERNING BOARD MEETING, DESCRIPTION OF ACTION ITEMS

PROPOSED ACTION ITEMS First Reading [Asterisk (*) denotes action may be taken on the first reading.]

1. First Reading [Asterisk (*) denotes action may be taken on the first reading.]
 - a. 2004-2005 Proposed Budget, R162-03-04. The presented 2004-05 Proposed Budget reflects the most recent information on the Governor's Proposed Budget as well as local modifications, revisions and plans for next year. The Board is requested to approve the board policy revisions.
 - b. *Resolution #28 Temporary Cash Transfer and Resolution #29: Temporary Borrowing. To protect districts against temporary cash shortages, the Los Angeles County Office of Education makes cash available to districts with no interest or other charges. The Board is requested to approve Resolution #28 Temporary Cash Transfer and Resolution #29 Temporary Borrowing.
 - c. *Declaration of Need for Fully Qualified Teachers, R157-03-04. LCUSD anticipates that it may need to employ some teachers who are in the process of completing a full credential. This Declaration is for the 2004-05 school year only and must be filed with the CCTC prior to any initial or renewal applications or emergency permits. The Board is requested to approve the Declaration of Need for Fully Qualified Teachers.
 - d. Board Policy – 7310-Naming of Facilities, R165-03-04. The Board is requested to review and discuss board policy 7310 for possible revisions.
 - e. Appointment of Bond Oversight Committee, R168-03-04. With the passage of the General Obligation Bond it is mandatory a Bond Oversight Committee be appointed. The Board is requested to approve the Superintendent's recommendations for this committee.
 - f. *Approval of Projects for Phase I of Construction, R169-03-04. The Board is requested to approve the projects designated for Phase I of Construction.
 - g. *Authorization to Enter into Contract for Construction Management Services, R161-03-04. With the passage of the General Obligation Bond, construction to district facilities will begin. The Board is requested to approve entering into a contract with PCM3 for Construction Management services.
 - h. Authorization to Enter into Contract for Architectural Services, R167-03-04. With the passage of the General Obligation Bond, construction to district facilities will begin. The Board is requested to approve entering into a contract with Osborn Architects for architectural services.
 - i. *Resolution #30-03-04 Statement of Assurances for 2003-2004 Pupil Textbook and Instructional Materials Incentive Program Grades K-12. Recent law requires districts to hold a public hearing and to certify that the district has sufficient textbooks and instructional materials for each student or will have prior to the end of the fiscal year. The textbooks and/or instructional materials are consistent with the curriculum framework and adoption cycle established by the state board. The Board is requested to approve Resolution #30-03-40 Statement of Assurances for 2003-04 Pupil Textbook and Instructional Materials Incentive Program.
 - j. *Amendment to Allocation of Additional Funds, R123-03-04. With recent changes in certificated layoffs the Board is requested to approve the Amendment to Allocation of Additional Funds.
2. Second Reading
 - a. School Site Plans for 2004-05, R154-03-04. The district site plans adhere to the Single School Plan for Pupil Achievement template as provided for in Education Code 64001. The Board is requested to approve the School Site Plan.
3. Consent Agenda
 - a. Personnel Report, P23-03-04. The Board is requested to approve the Personnel items.
 - b. Non-Public School/Non-Public Agency Contracts, R171-03-04. The Board is requested to approve the non-public school/non-public agency contracts.
 - c. *Resolution #31-03-04 Declaration of Indefinite salaries for Retroactive Pay for 2004-05. If the Governing Board intends to revise salaries for unrepresented employees and possibly make salary changes retroactive to July 1, 2004, or to any other mid-year retroactive date, salaries must be legally indefinite as of the retroactive date. The Board is requested to approve resolution #31 Declaration of Indefinite Salaries for Retroactive Pay for 2004-05.
 - d. Contract Award for La Canada High School Exterior Painting, R163-03-04. Three bids for exterior painting at the high school were received. The lowest bidder was Prime Painting Contractors, Inc. with a bid of \$249,000. The board is requested to give approval to award the exterior painting contract to Prime Painting Contractors, Inc.
 - e. Contract Award for La Canada High School Roofing Project, R166-03-04. Seven bids for the roofing project at the high school were received. The lowest bidder was SCR Group, Inc. dba Southern California Roofing Company. with a bid of \$1,040,000. The board is requested to give approval to award the roofing project contract to SCR Group, Inc. dba Southern California Roofing Company.
 - f. Authorization to Make Appropriation Transfers, R159-03-04. The County Office of Education will not issue salary or commercial warrants if any account is expended over budget, regardless of offsetting balances in any other accounts. In order to assure a smooth year-end closing, County Office is offering to make necessary budget transfers as provided for in Education Code 42601 and is recommending that districts authorize such transfers. The Board is requested to give the County Office authorization to make appropriation transfers.
 - g. Special Activity: Palpitating Panthers, R170-03-04. The Board is requested to approve a summer trip for the Palpitating Panthers.

- h. Amend Contract for LACOE Network Services and Support, R173-03-04. The Board is requested to approve the contract amendment for LACOE Network Services and Support.
- i. 2004-2005 Designation of CIF Representative to League, R164-032-04. Annual the board must ratify the designation of CIF representatives for the school year. The Board is requested to ratify Mike Leininger and Randy Boal as the CIF Representatives for the 2004-2005 school year.
- j. Approval of Job Description: Elementary Secretary, R171-03-04. The Board is requested to approve the revised job description for the elementary site secretaries.
- k. Approval of Job Description: Facilities Maintenance V, R174-03-04. The Board is requested to approve the revised job description for Facilities Maintenance V.
- l. Disposal of Surplus Equipment, R158-03-04. The Maintenance Department has requested authorization to surplus equipment which has been deemed unusable. The Board is requested to approve the request to surplus unusable equipment in the Maintenance Department.
- m. Gifts to District, R160-03-04. This is a list of recent donations to the district.
- n. Purchase Order List #14

LA CAÑADA UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE GOVERNING BOARD

June 8, 2004

**ROOM 41 AT 4490 CORNISHON
LA CAÑADA, CALIFORNIA**

CLOSED SESSION: 5:00 P.M.

IN ROOM 41 AT 4490 CORNISHON

CLOSED SESSION AGENDA

- 1. Public Employee Discipline/Dismissal/Release**
- 2. Public Employee Appointment/Employment**
- 3. Student Discipline and/or Related Student Matters**
- 4. Conference with Labor Negotiator**

Government Code Section 54957.6. Direction will be provided to District Negotiator Superintendent Dr. Sue Leabo regarding negotiations with LCTA and CSEA.

- 5. Conference with Real Property Lease Negotiator**

GC Sections 54954.5, 54956.8. Direction will be provided to District lease negotiator Superintendent Dr. Sue Leabo regarding the terms of the leases at the District owned sites.

- 6. Pending Litigation**

GC Section 54956.9. Disclosure would jeopardize process of settlement.

RECONVENE OPEN SESSION FOR REGULAR BOARD MEETING

7:00 P.M. ROOM 41 AT 4490 CORNISHON

RECONVENE CLOSED SESSION following the regular 7:00 p.m. meeting, if needed.

RECONVENE OPEN SESSION for adjournment.

