

**LA CAÑADA UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE GOVERNING BOARD**  
November 12, 2002 in LA CAÑADA HIGH SCHOOL IRC  
4463 Oak Grove Drive, La Cañada, California

**PLEASE NOTE**  
**LOCATION:**  
**La Cañada**  
**High School**  
**IRC**  
**(New Library)**  
**7:00 p.m.**

**AGENDA**

**CALL TO ORDER** in La Cañada High School IRC at 5:00 p.m.

**CLOSED SESSION** in La Cañada High School IRC at 5:01 p.m. (Agenda attached)

**REPORT OUT OF CLOSED SESSION**

**REGULAR MEETING** in La Cañada High School IRC (New Library) at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**, October 22, 2002

**REPORTS:**

1. Superintendent's Report Leabo
  - a. Playground Accident Report
  - b. Facilities Master Plan Update
2. Student Representative Report Linden
3. President's Report Dalbeck

**DISTRICT GOALS PROGRESS**

1. Student Support Stratton

**OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD** concerning items not on the agenda. The *Brown Act* prohibits the Board from responding to 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 45 minutes.

**PROPOSED ACTION ITEMS** (over for a description of items)

1. **First Reading** [Asterisk (\*) denotes action may be taken on the first reading.]
  - a. \*Resolution #8-02-03 Reduction of Classified Service – Occupational Therapist, R73-02-03 Leabo
  - b. Technology Purchasing Plan, R75-02-03 Stratton
  - c. New and Revised Board Policies – 2000 Series – Administration, R89-02-03 Leabo
  - d. New Board Policy 5131.11 – Electronic Signaling Devices, R90-02-03 Leabo
  - e. Special Activity: Bio-Diversity Workshop and Tropical Rainforest and Coastal Exploration, R94-02-03 Stratton
2. **Second Reading**
  - a. Re-approve 7-12 Organization, R72-02-03 Leabo
  - b. Special Activity: Advanced Art Field Trip to Paris, R71-02-03 Stratton
3. **Consent Agenda**
  - a. Personnel Report, P9-02-03 Leabo
  - b. Memorandum of Understanding between La Cañada Unified School District and California Employees Association, R74-02-03 School  
Leabo
  - c. Memorandum of Understanding between La Cañada Unified School District and California School Employees Association – State Funds for Staff Development, R76-02-03 Leabo
  - d. Agreement between La Cañada Unified School District and California School Employees Association regarding Eligibility for Early Retirement, R82-02-03 Leabo
  - e. Approval of Job Description – GATE Instructional Specialist, R85-02-03 Leabo
  - f. Update Job Description – Food Service Worker, R86-02-03 Leabo
  - g. Approve Job Description – School Nurse, R93-02-03 Leabo
  - h. Application for Multi-School Teams Status – CIF, R87-02-03 Leabo
  - i. Local Education Agency Assurance Statement for Special Education, R88-02-03 Leabo
  - j. Memorandum of Understanding between La Cañada Unified School District and La Canada Teachers Association regarding Reading Intervention, R92-02-03 Leabo
  - k. Non-Public School/Non-Public Agency Contracts, R84-02-03 Stratton
  - l. Deferred Maintenance Transfer, R96-02-03 Banis
  - m. Disposal of Surplus, R78-02-03 Banis
  - n. Notice of Completion, R79-02-03 Banis
  - o. Change Order for LCHS Chiller/Boiler, R80-02-03 Banis
  - p. Agreement between La Cañada Unified School District and Pasadena City College for Use of Facilities for Credit College Courses, R81-02-03 Banis
  - q. Approval of Application for Class Size Reduction Funding, R83-02-03 Banis
  - r. Change Order for LCHS Library, R91-02-03 Banis
  - s. Gifts, R77-02-03 Banis
  - t. Purchase Order List #6 Banis

**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, December 10, 2002, at 7:00 p.m. in the  
La Cañada High School Information Resource Center

## November 12, 2002 GOVERNING BOARD MEETING, DESCRIPTION OF ACTION ITEMS

### PROPOSED ACTION ITEMS

#### 1. First Reading [Asterisk (\*) denotes action may be taken on the first reading.]

- a. \*Resolution #8-02-03 Reduction of Classified Service – Occupational Therapist, R73-02-03. This Resolution states there is a lack of funds and lack of work for the classification Occupational Therapist and their services should be reduced from 11 months to school year plus 3 days, effective June 20, 2003. The Board is requested to approve Resolution #8-02-03 Reduction of Classified Service.
- b. Technology Purchasing Plan, R75-02-03
- c. New and Revised Board Policies – 2000 Series – Administration, R89-02-03. The District is currently in the process of updating LCUSD Board policies and aligning them with California School Boards Association recommendations. This item is being presented for first reading only.
- d. New Board Policy 5131.11 – Electronic Signaling Devices, R90-02-03. In August 2002, the Governor signed SB 1253 (Figueroa), which amends Section 48901.5 of the Education Code to allow school districts to regulate the possession or use of any electronic signaling device while on campus, attending school-sponsored activities, or while under the supervision and control of school district employees. Board Policy 5131.11 – Electronic Signaling Devices sets forth the recommended policy for LCUSD. This item is being presented for first reading only.
- e. Special Activity: Bio-Diversity Workshop and Tropical Rainforest and Coastal Exploration – Costa Rica, R94-02-03 – The Board is requested to approve the Special Activity: Bio-diversity Workshop – Tropical Rain Forest and Coastal Exploration in Costa Rica, Saturday, July 12 to Saturday, July 19, 2003.

#### 2. Second Reading

- a. Re-approve 7-12 Organization, R72-02-03. The Board is requested to update and re-approve the 7-12 Organization.
- b. Special Activity: Advanced Art Field Trip to Paris, R71-02-03. The Board is requested to approve the Special Activity: Advanced Art Field Trip to Paris, France, Sunday, April 6 to Tuesday, April 15, 2003.

#### 3. Consent Agenda

- a. Personnel Report, P9-02-03. The Board is requested to approve the Personnel items.
- b. Memorandum of Understanding between La Cañada Unified School District and California School Employees Association, R74-02-03. About eight years ago the custodial swing shift start time was changed from 3:00 p.m. to 2:30 p.m. The District continued to pay the additional 15 cents per hour salary when the start time changed to 2:30 p.m. and no change was made in contract language. This inconsistency was recently noticed during a contract review. The Board is requested to approve the Memorandum of Understanding for changes to the CSEA Contract – Article XIII “Hours of Employment.”
- c. Memorandum of Understanding between La Cañada Unified School District and California School Employees Association – State Funds for Staff Development, R76-02-03. This is the third year of a Staff Development program funded by the State for instructional aides. The District and CSEA have negotiated an agreement for payment for the 2002-2003 school year. The Board is requested to approve the Memorandum of Understanding between LCUSD and CSEA for Staff Development.
- d. Agreement between La Cañada Unified School District and California School Employees Association regarding Eligibility for Early Retirement, R82-02-03. CSEA and the District have agreed to change the eligibility criteria for early retirement hospital and medical benefits for a 28-year employee selecting early retirement. The agreement waives the age requirement for this employee. The Board is requested to approve the Agreement between LCUSD and CSEA regarding eligibility for early retirement.
- e. Approval of Job Description – GATE Instructional Specialist, R85-02-03. The Board is requested to approve the new job description for G.A.T.E. Instructional Specialist.
- f. Update Job Description – Food Service Worker, R86-02-03. The Board is requested to approve the update of job description for Food Service Worker.
- g. Approve Job Description – School Nurse, R93-02-03. The Board is requested to approve the job description for School Nurse.
- h. Application for Multi-School Teams Status – CIF, R87-02-03. California Interscholastic Federation (CIF) bylaws require that any non-CIF member school that wishes to have its students participate in CIF competition must apply for multi-school status through a CIF member school. A former LCHS student and JV football player is not attending Hoskins School and Education Clinic. His parents have requested that he be allowed to play this year. The Board is requested to approve the application for Multi-School Teams Status.
- i. Local Education Agency Assurance Statement for Special Education, R88-02-03. Each district within the Foothill Special Education Local Plan Area (SELPA) must provide this statement in order to meet the requirements under the Individuals with Disabilities and Education Act, 1997, and the California Education Code. The Board is requested to approve the Local Education Agency Assurance Statement for Special Education.
- j. Memorandum of Understanding between La Cañada Unified School District and La Cañada Teachers Association regarding Reading Intervention, R92-02-03 – The District and La Cañada Teachers’ Association have recently discussed their need to pay teachers for some before and after school instruction at a higher rate of pay. There has been an

- agreement to pay for these services at the same rate as summer school instruction. The Board is requested to approve the Memorandum of Understanding between LCUSD and LCTA regarding Reading Intervention.
- k. Non-Public School/Non-Public Agency Contracts, R84-02-03. The Board is requested to approve the Non-Public School/Non-Public Agency Contracts.
  - l. Deferred Maintenance Transfer, R96-02-03. Under current law, the State provides funding up to ½% of each school district's General Fund budget that is a participant in the State School Deferred Maintenance Program. The District must match the state's funding on at least a dollar-for-dollar basis. Any excess contribution from the previous year may be used in qualifying for current year funding. The Board is requested to approve a transfer of funds from the General Fund to the Deferred Maintenance Fund for the 2002-2003 school year.
  - m. Disposal of Surplus, R78-02-03. Several sites and departments have requested authorization to dispose of surplus and/or outdated equipment. The Board is requested to approve the disposal of surplus.
  - n. Notice of Completion, R79-02-03. The Board is requested to approve the Notice of Completion for the Outdoor Activity Center.
  - o. Change Order for LCHS Chiller/Boiler, R80-02-03. The Board is requested to approve the Change Order for the LCHS Chiller Boiler
  - p. Agreement between La Cañada Unified School District and Pasadena City College for Use of Facilities for Credit College Courses, R81-02-03. Pasadena City College courses are being offered at La Cañada High School during the 2002-03 school year. The Board is requested to approve the agreement between LCUSD and Pasadena City College.
  - q. Approval of Application for Class Size Reduction Funding, R83-02-03. Each year an application must be completed for the funding of the K-3 Class Size Reduction Program. The Board is requested to approve the 2002-03 Operations Application K-3 Class Size Reduction Program.
  - r. Change Order for LCHS Library, R91-02-03. The Board is requested to approve the Change Order for the LCHS Phase 2 Library.
  - s. Gifts, R77-02-03. This is a list of donations to the district since the last regular Board meeting.
  - t. Purchase Order List #6

**LA CAÑADA UNIFIED SCHOOL DISTRICT**

**REGULAR MEETING OF THE GOVERNING BOARD**

**NOVEMBER 12, 2002 – LA CAÑADA HIGH SCHOOL IRC**  
**4463 OAK GROVE DRIVE, LA CAÑADA, CALIFORNIA**

**CLOSED SESSION: 5:00 P.M.**

**IN LA CAÑADA HIGH SCHOOL IRC**

**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. in La Cañada High School IRC**

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

**RECONVENE OPEN SESSION** for adjournment.