

LA CAÑADA UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE GOVERNING BOARD
February 4, 2003 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

ALL 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, January 14, 2003
REPORTS:

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|----|---------------------------------|--------|
| 1. | Superintendent's Report | Leabo |
| | a. Budget Update | |
| | b. Student Achievement | |
| 2. | Student Representative Report | Linden |
| 3. | President's Report | Tracy |
| | a. Update on Joint Use | |
| | b. Child Care Roundtable Update | |

DISTRICT GOALS PROGRESS

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| 1. | Student Support | Stratton |
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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)

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| 1. | <u>First Reading</u> [Asterisk (*) denotes action may be taken on the first reading.] | |
| | a. Educational Goals for 2003-04, R135-02-03 | Stratton |
| | b. *Resolution #14-02-03 Statement of Assurance of Standards Alignment of Pupil Textbook and Instructional Materials, Grades 9-12, Fiscal Year 2002-03 | Stratton |
| | c. Textbook Adoption: <i>Biology</i> , R133-02-03 | Stratton |
| | d. *Special Activity: Chamber Singers Tour – Heritage Invitational Festival, New York City, R139-02-03 | Stratton |
| | e. *Request for Allowance of Attendance, R124-02-03 | Banis |
| | f. *Contract with Survey Consultant, R138-02-03 | Leabo |
| | g. *Resolution #13-02-03 Layoff of Classified Employees | Leabo |
| 2. | <u>Second Reading</u> | |
| | a. Board Policy 5125.1, Release of Directory Information, Military Recruitment, R111-02-03 | Stratton |
| | b. Board Policies – 4000 Series – Personnel, R113-02-03 | Leabo |
| | c. Recommendation for Disposition of Lanterman Auditorium, R122-02-03 | Leabo |
| 3. | <u>Consent Agenda</u> | |
| | a. Personnel Report, P14-02-03 | Leabo |
| | b. Update Job Description – Occupational Therapist, R131-02-03 | Leabo |
| | c. Update Job Description – Director of Technology and Special Projects, R132-02-03 | Leabo |
| | d. Memorandum of Understanding between La Cañada Unified School District and Glendale Unified School District for ESEA Title III LEP Student Program Funding, R137-02-03 | Stratton |
| | e. Special Activities: Key Club and Peer Counseling, R134-02-03 | Stratton |
| | f. Special Activity: Women's Ensemble Tour to San Diego, R140-02-03 | Stratton |
| | g. Non-Public School/Non-Public Agency Contracts, R123-02-03 | Stratton |
| | h. Approval of Contract with School Facilities Consultants, R130-02-03 | Banis |
| | i. Lease Addendum – Renaissance, R125-02-03 | Banis |
| | j. Lease Addendum – Learning Castle, R126-02-03 | Banis |
| | k. Request for Claim Settlement, R127-02-03 | Banis |
| | l. Notice of Completions, R129-02-03 | Banis |
| | m. Gifts, R128-02-03 | Banis |
| | n. Purchase Order List #9 | 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, February 25, 2003, at 7:00 p.m. in the
La Cañada High School Information Resource Center

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

February 4, 2003 GOVERNING BOARD MEETING, DESCRIPTION OF ACTION ITEMS

PROPOSED ACTION ITEMS

1. First Reading [Asterisk (*) denotes action may be taken on the first reading.]
 - a. Educational Goals for 2003-04, R135-02-03. These revisions were initially suggested by the Curriculum Council on January 16, 2003. If approved by the Board, all sites will use this statement of goals as the basis of their site planning. This item is presented for first reading.
 - b. Resolution #14-02-03 Statement of Assurance of Standards Alignment of Pupil Textbook and Instructional Materials, Grades 9-12, Fiscal Year 2002-03. Education Code Section 60451 requires that "Schiff-Bustamante" funds for pupils in grades 9-12 be used for purchases of instructional materials aligned with content standards adopted by the State Board of Education. In 2002-2003, the following 9-12 textbooks will be purchased: **Biology**, Miller & Levine, Prentice hall, 2002. The Board is requested to approve Resolution #14-02-03 Statement of Assurance of Standards Alignment of Pupil Textbook and Instructional Materials, Grades 9-12, Fiscal Year 2002-03.
 - c. Textbook Adoption: *Biology*, R133-02-03. The science department has reviewed four textbooks and has determined that **Biology** by Miller & Levine, meets the established criteria. This item is presented for first reading.
 - d. Special Activity: Chamber Singers Tour – Heritage Invitational Festival, New York City, R139-02-03. The Board is requested to approve the Chamber Singers Tour – Heritage Invitational Festival, New York City, Tuesday, March 18 through Monday, March 24, 2003.
 - e. Request for Allowance of Attendance, R124-02-03. Education Code Section 41422 authorizes maintenance of apportionments in instances when one or more schools must be closed because of "extraordinary conditions." On January 6, 2003 La Cañada Elementary was closed due to the loss of electricity. With the completion of the attached J-13A the District can submit their request to the California Department of Education to receive ADA credit for that day. The Board is requested to approve the Request for Allowance of Attendance Because of Emergency Conditions.
 - f. *Contract with Survey Consultant, R138-02-03.
 - g. *Resolution #13-02-03 Layoff of Classified Employees. La Cañada Unified School District has determined that there is lack of work or lack of funds to maintain the three positions as a Paraprofessional II at Paradise Canyon Elementary. The reduction will be from 6.0 hours to 5.0 hours per day. The Board is requested to approve Resolution #13-02-03 Layoff of Classified Employees.
2. Second Reading
 - a. Board Policy 5125.1, Release of Directory Information, Military Recruitment, R111-02-03. The Board is requested to approve Board Policy 5125.1, Release of Directory Information, Military Recruitment.
 - b. Board Policies – 4000 Series – Personnel, R113-02-03. The Board is requested to approve Board Policies 4000 Series – Personnel.
 - c. Recommendation for Disposition of Lanterman Auditorium, R122-02-03. The Board is requested to approve the recommendation for disposition of Lanterman Auditorium.
3. Consent Agenda
 - a. Personnel Report, P14-02-03. The Board is requested to approve the Personnel items.
 - b. Update Job Description – Occupational Therapist, R131-02-03. The Board is requested to approve the update of the job description for Occupational Therapist.
 - c. Update Job Description – Director of Technology and Special Projects, R132-02-03. The Board is requested to approve the update of the job description for the position of Director of Technology, Curriculum and Special Projects and change the title to "Director of Technology and Special Projects."
 - d. Memorandum of Understanding between La Cañada Unified School District and Glendale Unified School District for ESEA Title III LEP Student Program Funding, R137-02-03. The purpose of this MOU is to enter into a consortium with the Glendale Unified School District to obtain a grant award for the Elementary and Secondary Education Act, Title III, Limited English Proficient Student Program for the fiscal year 2002-2003. Glendale Unified School District is the lead LEA receiving the funds directly and La Cañada Unified School District is a member LEA. The Board is requested to approve the Memorandum of Understanding between La Cañada Unified School District and Glendale Unified School District for ESEA Title III LEP Student Program Funding.
 - e. Special Activities: Key Club and Peer Counseling, R134-02-03. The Board is requested to approve the following Special Activities: Key Club District Convention at Ontario Convention Center in Ontario, California, Friday, March 14 to Sunday, March 16, 2003; CAPP Statewide Peer Counseling Conference in Sacramento, Friday, March 21 to Sunday, March 23, 2003.
 - f. Special Activity: Womens' Ensemble Tour to San Diego, R140-02-03. The Board is requested to approve the Womens' Ensemble Tour to San Diego, Thursday, March 27 through Sunday, March 30, 2003.
 - g. Non-Public School/Non-Public Agency Contracts, R123-02-03
 - h. Approval of Contract with School Facilities Consultants, R130-02-03. School Facilities Consultants is an independent contractor that will review eligibility for state modernization funding at our elementary schools.

- i. Lease Addendum – Renaissance, R125-02-03. Renaissance Academy has leased space from the district since 1992. They have requested additional square footage that has recently become available. The Board is requested to approve the addendum to the lease agreement for Renaissance Academy.
- j. Lease Addendum – Learning Castle, R126-02-03. Learning Castle has leased space from the district since 1993. They have requested additional square footage that has recently become available. The Board is requested to approve the addendum to the lease agreement for Learning Castle.
- k. Request for Claim Settlement, R127-02-03. A claim has been filed against the La Cañada Unified School District. The district’s Claims Administrator, Carl Warren and Company, has recommended that the district pay the claim as requested by the claimant. The Board is requested to approve the request for claim settlement.
- l. Notice of Completion, R129-02-03. The Board is requested to approve the Notice of Completion for LCHS Chiller Boiler, LCHS 600 Building, and LCHS Library.
- m. Gifts, R128-02-03. This is a list of donations to the district since the last regular Board meeting.
- n. Purchase Order List #9

LA CAÑADA UNIFIED SCHOOL DISTRICT

REGULAR MEETING OF THE GOVERNING BOARD

FEBRUARY 4, 2003 – 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.