

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

December 9, 2003

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 December 9, 2003 in the La Cañada High School Information Resource Center at 4463 Oak Grove in La Cañada, California. Present were Board Members Scott Tracy, Jinny Dalbeck, Andy Beattie, Ron Dietel, and Cindy Wilcox, Superintendent Sue Leabo, Deputy Superintendent Jim Stratton and Chief Business Officer Dave Banis.

CLOSED SESSION

The Governing Board adjourned to Closed Session at 5:01 p.m. in the La Cañada High School Information Resource Center Workroom. Present were the five Board Members, Superintendent Sue Leabo, Deputy Superintendent Jim Stratton and Chief Business Officer Dave Banis. Closed session adjourned at 6:30p.m.

GOVERNING BOARD WORKSHOP –Discussion of Liaisons to Community Organizations

Mr. Tracy called the workshop to order at 6:37 p.m. The Board reviewed the current Community Liaison and Committee Assignments.

The workshop adjourned at 6:55 p.m.

MEMBERS PRESENT: Scott Tracy, President
 Mr. Andy Beattie, Vice President
 Mr. Ron Dietel, Clerk
 Mrs. Cindy Wilcox, Member
 Mrs. Jinny Dalbeck, Member

MEMBERS ABSENT:

REGULAR MEETING

The Regular Meeting of the Governing Board was reconvened at 7:00 p.m. in the La Cañada High School Information Resource Center. Present were the five Governing Board Members, Dr. Leabo, Mr. Stratton, Mr. Banis, Executive Secretary to the Superintendent Kim Bergner. There were approximately 7 people in the audience. Ron Dietel led the Pledge of Allegiance to the Flag. A moment of silence in Memory of Frank Beemer, a teacher with the district for 35 years, was observed after the Pledge of Allegiance.

REPORT OUT OF CLOSED SESSION

Mr. Tracy reported there was no action taken in closed session.

APPROVAL OF AGENDA

It was moved and seconded (Dalbeck/Beattie) to approve the agenda. The motion to approve the agenda was adopted unanimously.

APPROVAL OF MINUTES

Mr. Tracy reported the minutes of the November 18, 2003 regular meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes of the November 18, 2003 were approved as amended.

REPORTS

1. **Superintendent's Report**

- a. **Winter Performances** – Dr. Leabo provided a list of Holiday activities to the Board.
- b. **School Recognitions** - Dr. Leabo reported the high school has been nominated as one of four high schools in Southern California and six in the State permitted to apply for National Blue Ribbon recognition this year. The results will be announced sometime in the spring. All three elementary schools have submitted applications for Distinguished School status. This is the first time all three elementary schools have submitted applications for Distinguished School status.

Dr. Leabo informed the Board of a Joint Use issue regarding the Roger Barkley Center's art class that takes place in the IRC. This class is offered immediately after school for no fee to students. The Roger Barkley Center will be moved to another room at the high school, other than the IRC.

2. **President's Report**

- a. **PTA Enrichment** – Mr. Tracy introduced PTA President Char Adams who will be making a presentation to the district. Mrs. Adams reported annually the PTA Associations provide Enrichment funds for each of the schools. Committees at each site have met to determine the distribution of these funds. PTA Fund allocations for the 2003-2004 school year totals \$333,985. A breakdown of each sites distribution was provided. Mrs. Adams also reported the total combined volunteer hours for the 2002-2003 school year of 131,144 hours. Mrs. Dalbeck thanked Mrs. Adams for the great efforts of PTA. Mr. Dietel also thanked Mrs. Adams and the PTA for their great efforts.

3. **Student Representative Report**

Mr. Masters reported ASB has purchased a new marquee. Winter week is next week and ASB is having different activities all week. Most senior college applications have cut off. Mr. Masters thanked Mrs. Spangler and Mr. Miller for their efforts in helping seniors with their applications. Mr. Masters informed the Board about a program which was recently started by high school teacher, Mrs. Matchie. The program is called Who You Are Makes A Difference and is based on the Pay It Forward concept. Mr. Masters distributed a Who You Are Makes A Difference blue ribbon to each board member. Dr. Leabo gave her ribbon to PTA President Char Adams as a way of saying "You Make A Difference". Mr. Masters also report on the 9/12 Revenge of the Dine and Dance (In n Out) this Friday.

OPPORTUNITY TO ADDRESS TO BOARD

The following audience members addressed the Board:

None

PROPOSED ACTION ITEMS

1. **First Reading**

- a. ***First Interim Budget Report, R76-03-04.** It was moved and seconded (Dietel/Dalbeck) to approve the First Interim Budget Report, R76-03-04. Mr. Banis reported on the First Interim budget discussing Unrestricted Funds and Restricted Funds. Mr. Banis talked briefly about the projected budget for the next two years. Mr. Tracy questioned the projected budget and the \$1.4 million short fall for next year. Mr. Banis stated that the shortfall is assuming there are no changes. The motion to approve the First Interim Report was adopted unanimously.
- b. **Resolution #10-03-04 Reimbursement of Expenses Incurred by Board Representatives.** It was moved and seconded (Wilcox/Dietel) to approve Resolution #10-03-04. Mr. Banis reported this is an annual Resolution for the board to be reimbursed for expenses. This resolution is being presented for approval. The motion to approve Resolution #10-03-04 was adopted unanimously.
- c. **Resolution #11-03-04 Authorized Signatures.** It was moved and seconded (Beattie/Dalbeck) to approve Resolution #11-03-04. This is an annual requirement for the Los Angeles County Office of Education. The motion to approve Resolution #11-03-04 was adopted unanimously.
- d. **Annual Developer Fee Report, R79-03-04.** It was moved and seconded (Dalbeck/Dietel) to approve the Annual Developer Fee Report, R79-03-04. Mr. Banis discussed the Developer Fee Report. He reported the amount of fees collected during the 2002-03 fiscal year was \$287,458. Mrs. Dalbeck questioned whether the board would like her to take the possibility of changing legislative requirements on use of Developer Fees to Five Star Coalition. Mr. Tracy reported it would be a worthwhile issue for discussion. Mrs. Dalbeck will take this issue to Five Star for discussion. The motion to approve the Annual Developer Fee report was adopted unanimously.
- e. **Approval of Contract for Food Services, R80-03-04.** It was moved and seconded (Wilcox/Beattie) to approve the Contract for Food Services. Mr. Banis reported that the Food Services Task Force has been working on goals for improving quality and service of the Food Service program. Mr. Banis reported that over the last few years the Food Services budget has remained solvent. The concentration now is how to keep the solvency while improving quality of food and service. One bid was received for a Food Services contract from Sodexo. Sodexo is one of the biggest food service consulting firms in California. Mr. Banis reported the Food Services Task Force has been working with the district in reviewing the proposal with Sodexo. Mr. Banis introduced Sodexo Representatives, Dave O Riordan and Herman Lozano who were in attendance. Mr. Banis reported on some highlights of the contract. Currently there is a 12% participation in the district's food service program. The state average participation is 40%. This is a one year contract. The contract states current district employees will remain on staff. If the contract is approved Sodexo will start January 1 and communication with staff and students will begin immediately. Mrs. Wilcox questioned whether this would interfere with the ASB soup sales. Sodexo has agreed to allow the student store to sell soup. Mr. Lozano reported Sodexo will work with ASB and other groups for sales support. Mr. Dietel questioned Mr. Banis on the existing relationship with outside vendors. Mr. Banis reported that in the beginning students will be given the choice of outside vendors and Sodexo meals. Some outside vendors may remain as choices to the students. Sodexo reported if something is working (vendor) they will keep making it available, although not as often to make it more attractive and marketable. Mrs. Dalbeck asked Mr. Banis to report back on participation once the program gets going. Mr. Banis will report back in June. The motion to approve the contract for Food Services was adopted unanimously pending insurance review.
- f. **Approval of Lease Rates for LCHS Field and FIS Green Room, R81-03-04.** It was moved and seconded (Dietel/Dalbeck) to approve the Lease Rates for LCHS Field and FIS Green Room. Mr. Banis reported it was recommended the FIS Green Room be listed on the rate schedule and the LCHS field rates be increased. Currently the only user of the FIS Green

Room facility is the Roger Barkley Center. The motion to approve the Lease Rates for the LCHS Field and FIS Green Room was adopted unanimously.

- g. **Approve Board Meeting Calendar for 2004, R75-03-04.** It was moved and seconded (Dalbeck/Wilcox) to approve the Board Meeting Calendar for 2004. Annually it is required to approve a Board Calendar. The motion to approve the Board Meeting Calendar for 2004 was adopted unanimously.
- h. **Approval of Special Board Meeting, R85-03-04.** It was moved and seconded (Beattie/Wilcox) to approve the Special Board Meeting on January 22, 2004. A special meeting is being requested to meet with legal council to discuss negotiations. The motion to approve the Special Board Meeting was adopted unanimously.
- i. **Voting Instructions to LACSTA Election of Members to the Los Angeles County Committee on School District Organization R82-03-04.** It was moved and seconded (Dietel/Beattie) to approve the Voting Instructions to LACSTA Election of Members to the Los Angeles County Committee on School District Organization. A motion was made to cast a board ballot on behalf of Mr. Whitesell for District Organization.

4. **Consent Agenda**

It was moved and seconded (Beattie/Dietel) to approve the Consent Agenda as presented. The motion to approve the Consent Agenda was adopted with Mrs. Dalbeck abstaining.

- a. **Personnel Report, P12-03-04.** The Board approved the following Personnel Items:
Classified: New Hire – Armineh Ovasapians
- b. **Special Activities: Palm Crest Elementary 5th Grade to Valley Forge, R74-03-04.** The Board approved the Special Activity request for the fifth grade class at Palm Crest Elementary to travel to Valley Forge, Pennsylvania March 22 to March 26, 2004.
- c. **Special Activities: Key Club to Sacramento, R83-03-04.** The Board approved the Special Activity request for the Key Club to travel to Sacramento, April 2 to April 4, 2004.
- d. **Non-Public School/Non-Public Agency Contracts, R73-03-04.** The Board approved the non-public school/non-public agencies contracts
- e. **CIF Application for Multi-Team Status, R84-03-04.** The Board approved the CIF application for a non-LCUSD student to participate in LCUSD sports.
- f. **Gifts to District, R78-03-04.** The Board approved the following donations: Microwave Oven, Mr. and Mrs. Brian Cooper; \$150.00, The Bledsoe Family; \$391.27, Robert Gazmarian; \$300.00, Alex Reynolds; \$27.00, Sally Spangler; \$26.06, Kevin T. & Julia A. Abbott.
- g. **Purchase Order List #7.** The Board approved Purchase Order List #7.

ELECTION OF OFFICERS: PRESIDENT, VICE PRESIDENT AND CLERK

Mr. Tracy opened nominations for president. Mr. Dietel nominated Mr. Beattie, seconded by Mrs. Dalbeck. Mr. Tracy questioned whether there were any other nominations, with no other nominations Mr. Tracy moved nominations be closed. The Board voted unanimously to close the nominations. The Board voted unanimously to elect Mr. Beattie as president.

Mr. Tracy opened nominations for vice president. Mrs. Dalbeck nominated Mr. Dietel, seconded by Mr. Tracy. Mr. Tracy questioned whether there were any other nominations, with no other nominations Mr. Tracy moved nominations be closed. The Board voted unanimously to close nominations. The Board voted unanimously to elect Mr. Dietel as vice president.

Mr. Tracy opened nominations for Clerk. Mr. Tracy nominated Cindy Wilcox, seconded by Mr. Dietel. Mr. Tracy questioned whether there were any other nominations, with no other nominations Mr. Tracy

moved nominations be closed. The Board voted unanimously to close nominations. The Board voted unanimously to elect Mrs. Wilcox as Clerk.

Mr. Beattie reported it is his pleasure and honor to take over the duty of president for the governing board. Mr. Beattie thanked Mr. Tracy for his service as past president and presented a plaque as a board thank you. Dr. Leabo thanked Mr. Tracy for his leadership in the past year. Mr. Tracy reported last year was a challenging year but the year ahead of us will be more so and Mr. Beattie has the support of four good board members and congratulated Mr. Beattie.

2004 BOARD APPOINTMENTS/DISCUSSION OF LIAISONS TO COMMUNITY ORGANIZATIONS

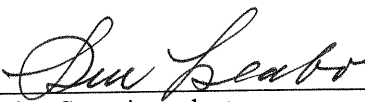
The Board discussed and reached consensus on the 2004 liaisons to community organizations (please see attached list).

COMMUNICATIONS

The board discussed the upcoming bond and parcel tax elections.


ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 10:04 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, January 13, 2003, at 7:00 p.m. in the La Cañada High School Information Resource Center.



 Sue Leabo, Superintendent
 Secretary to the Governing Board

MINUTES APPROVED



 Cindy Wilcox, Clerk



 Date

