

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

January 14, 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 January 14, 2003 in the La Cañada High School Information Resource Center at 4463 Oak Grove in La Cañada, California. Present were Board Members Jinny Dalbeck, Andy Beattie, Ron Dietel, Meredith Reynolds, and Scott Tracy, Superintendent Sue Leabo, Deputy Superintendent of Educational Services 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 of Educational Services Jim Stratton, and Chief Business Officer Dave Banis. Closed Session adjourned at 6:10 p.m.

GOVERNING BOARD WORKSHOP

The Governing Board workshop was called to order at 6:12 p.m. by President Scott Tracy.

1. **Board Policy 7214 – General Obligation Bonds** – Dr. Leabo reported on Board Policy 7214 – General Obligation Bonds - which is on the Board agenda tonight for approval. Also on the agenda is an item to approve a community survey for a general obligation bond. The Board policy states that the district is to “have facilities that enhance the curriculum and help achieve the district’s vision for education.” In order to fund upgrading of facilities, the Board may order an election on whether bonds should be issued, along with the type and amount of the bond. There are two types of bonds – those which require 55% voter approval and those which require a 2/3 majority voter approval. If the Board determines that they would like to put the issue of a bond before the voters for 2/3 majority, the Board action requires approval of a simple majority of board members. If the Board chooses the 55% approval option, the action requires the approval of four board members. Bond monies from a 2/3 majority bond cannot be used to buy school furniture, while bond monies from a 55% majority bond can be used for furniture. The district is also limited as to the days an election can be held. The accountability requirements differ for the two kinds of bonds – the district must have an oversight committee with a 55% bond, but there is no requirement with a 2/3 majority. Any bond cannot be above \$60 per \$100,000 of assessed valuation, and the total cap for LCUSD is \$78,000,000.

Facilities Master Plan Executive Committee Recommendations – Dr. Leabo reported that the Facilities Master Plan Executive Committee looked at the Facilities Master Plan and arrived at recommendations. Dr. Leabo presented a prioritized list from the Executive Committee. She reported that the cost estimates are the best possible estimates at this time. Dr. Leabo also reported that the district may be eligible for funds from the state for a gymnasium at PCY as a joint use facility with the City. The City would have to contribute half the funds in order to get matching funds from the state.

The Workshop adjourned at 6:58 p.m.

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

REGULAR MEETING

The Regular Meeting of the Governing Board was reconvened at 7:05 p.m. in the La Cañada High School Information Resource Center. Present were the five Governing Board Members, Dr. Leabo, Mr. Stratton, Mr. Banis, and Secretary to the Superintendent Judy Mellick. There were approximately 10 people in the audience. Mr. Tracy asked PTA Council President Penny Ledbetter to lead the Pledge of Allegiance to the Flag.

REPORT OUT OF CLOSED SESSION

Mr. Tracy reported that there was no action taken in Closed Session.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Mr. Tracy stated that the minutes of the December 10, 2002 regular meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. It was moved and seconded (Reynolds/Dalbeck) to amend the minutes to read: Under Student Representative Report – “ASB is working with PTA Council on a *nutrition* survey.” The motion to amend the minutes was adopted unanimously. The minutes of the December 10, 2002 regular meeting were approved as amended.

REPORTS

- 1. Superintendent’s Report** - Dr. Leabo gave a follow-up report on the windstorm. She reported that a tree limb went through the roof of Room 1 at PCR. No one was hurt. The electricity was out at all elementary school sites and the district office. The windstorm provided a good test of our emergency notification procedures, but indicated that some improvements were still needed in notifying parents.

Dr. Leabo also reported that the district has two postings for district-wide administrative positions. One is the LCE Principal. Interviews for this position will take place on April 2. Dr. Leabo also informed the Board of the resignation of Bob Brauneisen, Director of Technology. His last day of work is Friday. Dr. Leabo is hoping to schedule interviews on February 11.

Dr. Leabo also reported that there is not much more information on district budget cuts due to the state budget deficit. Staff will be sharing information on possible budget reductions at the next meeting. Dr. Leabo reminded the Board and audience that the Educational Foundation is more important than ever in this time of budget crunches.

Mr. Beattie commented that the Board wishes Mr. Brauneisen all the best in his new position, which offers personal and professional growth that is not available at LCUSD.

- 2. Student Representative Report** – Ms. Linden reported that she is working with the ASB president of Crescenta Valley High School to plan a joint meeting. There is a history of rivalry

between CV and LC, which has escalated in the past few years. She and the CV ASB President feel that if the two schools can meet together, they can possibly deter any problems in the future. Ms. Linden reported that Seniors are celebrating 180 days until graduation.

3. **President's Report** – Mr. Tracy asked Mrs. Dalbeck to provide an update from Five Star Coalition. He reported that the Board will be holding a workshop in February to address the financial impact the district faces. He encouraged everyone's attendance and asked for the community's input.

Mrs. Dalbeck reported that Five Star Coalition met with Senator Jack Scott in December. He reported that the Governor is projecting a two-year budget shortfall of \$32.6 billion. Senator Scott has been appointed chair of the budget subcommittee on education and Assembly Member Carol Liu has been appointed to the Assembly subcommittee on education. Senator Scott said that everyone is going to have to make cuts; but the legislature will attempt to keep the budget cuts as far away from the classroom as possible and affect student programs as little as possible. He said that the legislature may lower the reserve for economic uncertainty, but will ask that it be repaid in the future. The legislature has talked about the deferred maintenance reserve and the possibility of eliminating the requirement. There is also talk about the possibility of more flexibility for class-size reduction in K-3, and allowing more flexibility in categoricals. Five Star Coalition gave Senator Scott their list of items for discussion of potential cuts. This information has also been shared with Dario Fromer and Carol Liu. Mrs. Dalbeck said that the May revise will tell where state is between January and May. It was projected that the mid-year cuts will be decided by early February and will be reflected in the Second Interim Budget Report.

4. **2001-02 LCUSD Academic Performance Index Scores** – Ms. Arthur reported on the API scores. All La Canada schools are well over the state target of 800. The elementary schools are all over 900. 2002 Growth scores improved at every school site from 5 to 18 points. Each school qualified for state awards that unfortunately have not been funded. The API also reports the performance of the two major subgroups in La Canada (Asian and white) to ensure that achievement is increasing for all segments of the student population. Significant growth was reported for both subgroups at every school, most notably, the white students at Palm Crest Elementary and the Asian students at LCHS. Both subgroups' scores grew by 20 points.

DISTRICT GOALS PROGRESS

New Teacher Support – Mr. Stratton reported that the support for new teachers revolves around two programs: The Beginning Teacher Support and Assessment (BTSA) program, which applies to all teachers who have received their Preliminary or Clear Credential with two or less years of teaching experience, and the Peer Assistance and Review (PAR) program for all other teachers new to LCUSD.

The BTSA Program is a formal 2-year State program with specific parameters. The components of the program include a structured series of activities, focused on the process of teaching, intended to be used by beginning teachers with the assistance of a support provider. The processes recur throughout the CFASST Events and support professional growth. The foundations are built upon the California Standards for the Teaching Profession and the Academic Content Standards for Student Learning. The relationship between the beginning teacher and support provider is essential to the successful implementation of the system.

The PAR program is based on the assumption that the best support that can be provided for new teachers is an opportunity to work with real students and real work in progress. There are five key components in the PAR program:

1. Creating and using a standards-based observation and evaluation system, such as CSTP
2. Practicing systematic assessment of teachers' changing needs as those needs relate to their stage of career, their personal lives, and their career choice points

3. Creating workplace conditions that support continuous improvement for all educators
4. Developing a comprehensive professional development system that supports continuous teacher improvement.
5. Developing clear roles for the principal, the peer assistance and peer review consulting teacher, the referred teacher, and the peer assistance and peer review panel.

Additional support is provided by the Certificated Personnel Resource teachers in technology and differentiated instruction; team leaders; department chairs; staff development programs; colleagues; and site administrators.

Mr. Stratton reported that there is a possibility that funding for these programs will be cut.

OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:
Dennis Awad, 838 Berkshire Ave.

PROPOSED ACTION ITEMS

1. First Reading

- a. ***Memorandum of Understanding regarding Beginning Teacher Support and Assessment (BTSA) Consortium, R112-02-03.** It was moved and seconded (Dalbeck/Reynolds) to approve the Memorandum of Understanding regarding Beginning Teacher Support and Assessment Consortium. Mr. Stratton explained that this is an agreement to participate in the consortium for BTSA. The motion to approve the Memorandum of Understanding was adopted unanimously.
- b. **Board Policy 5125.1, Release of Directory Information, Military Recruitment, R111-02-03.** Mr. Stratton explained that this is a change in Board policy language as mandated by the “No Child Left Behind Act.” This item is presented for first reading.
- c. **Board Policies – 4000 Series – Personnel, R113-02-03.** Dr. Leabo reported that district staff has completed the 4000 Series in updating Board policies. Most changes are due to changes in Ed Code or case law. This item is presented for first reading.
- d. ***Approve Community Survey Relating to General Obligation Bonds, R119-02-03.** It was moved and seconded (Beattie/Reynolds) to approve a community survey relating to general obligation bonds. Dr. Leabo reported that this was discussed in the workshop. The District would like to do a community survey to assess support for a bond. After some discussion, the Board directed staff to look for an independent survey consultant firm, rather than a bond or construction firm. The motion to approve a community survey was adopted unanimously.
- e. **Recommendation for Disposition of Lanterman Auditorium, R122-02-03.** Dr. Leabo explained that the Board and staff have been talking about the amount of money the district is losing by renting Lanterman Auditorium to community groups. The minimum loss is estimated at \$50,000 annually. The District would like to notify lessees that we will no longer be leasing after July 1, 2003. The district will make every effort to continue to have Lanterman Auditorium available for community use, either within the Joint Use Agreement or under the auspices of another non-profit group. This item is presented for first reading.

- f. ***Resolution #12-02-03 Statement of Assurance of Standards Alignment of Pupil Textbooks and Instructional Materials, Grades 9-12, for Fiscal Year 2002-2003.** It was moved and seconded (Dietel/Beattie) to approve Resolution #12-02-03 Statement of Assurance of Standards Alignment of Pupil Textbooks and Instructional Materials, Grades 9-12, for Fiscal Year 2002-2003. Mr. Stratton explained that these textbooks have already been approved. The District would like to purchase updated editions with Schiff-Bustamante funds. The motion to approve Resolution #12-02-03 was adopted unanimously.
- g. ***Annual Developer Fee Report, R115-02-03.** It was moved and seconded (Beattie/Dietel) to accept the Annual Developer Fee Report. Mr. Banis reported that the district collected \$213,491 this year. Interest earned was \$15,024. The motion to accept the Annual Developer Fee Report was adopted unanimously.

2. Second Reading

- a. **New and Revised Board Policies – 7000 Series – Facilities, R101-02-03.** It was moved and seconded (Dietel/Reynolds) to approve the New and Revised Board Policies – 7000 Series – Facilities. It was moved and seconded (Reynolds/Dalbeck) to amend BP 7110 (a) to read: “The plan shall be reviewed at five year intervals.” The motion to amend BP 7110 was adopted unanimously. The motion to approve the New and Revised Board Policies – 7000 Series – Facilities - was adopted unanimously.

3. Consent Agenda

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

- a. **Personnel Report, P12-02-03.** The Board approved the following Personnel Items:
Classified: New Hires – Food Service Worker Jenek Babakhanean, Paraprofessional II Annalise Waterman. Modification – Student Store Coordinator Donna Shephard, from 6 hrs/day to 7 hrs/day. Release – Substitute Custodian. Resignation – Paraprofessional II Brian Peterson. *CMSA:* Resignation – Director of Technology, Curriculum and Special Projects Robert Brauneisen. *Certificated:* New Hires – Substitute Teacher Jill Baran-Scott, GATE Instruction Robin Collins, Temporary Secondary Teacher Ted Grissom, Substitute Teacher Demetrula Papavauliou, Substitute Teacher Karen Rose, Temporary Secondary Teacher Paige Salardino, Substitute Teacher Marcia Vandenhauvel, Substitute Teacher Valeria Vlahovic, Substitute Teacher Alice Ward. Leave of Absence – Mirasol Machicado, Shannon Snaer.
- b. **Extra Duty/Extra Pay Report, P13-02-03**
- c. **Special Activity: LCHS Chamber Singers to Idyllwild, January 17-19, 2003, R110-02-03.**
- d. **Non-Public School/Non-Public Agency Contracts, R109-02-03**
- e. **Change Orders for Elementary Phase 2, R114-02-03**
- f. **Notice of Completion, R116-02-03**
- g. **Disposal of Surplus, R117-02-03**
- h. **Lease Addendum – Hogg’s Hollow, R120-02-03**
- i. **Gifts, R118-02-03**
- j. **Purchase Order List #8.**

COMMUNICATIONS

Mr. Tracy reported that Board members are needed to sit on committees: The Director of Technology interview – 1 Board member; LCE principal – 2 Board members, scheduled for Wednesday April 2; Bond finance committee – 1 or 2 Board members, scheduled for February 11, and June 5 and 6 for a trip to San Francisco. There will also be a need for a Board participant in the interview of survey firms.

Mrs. Dalbeck will be doing the bond financing

Mrs. Reynolds will be doing the bond financing

Mr. Dietel will sit on the interview panel for the Director of Technology.

Mr. Beattie will sit on the interview panel for a survey firm.

Mr. Tracy and Mr. Beattie will sit on the interview panel for LCE principal.

Mrs. Dalbeck said that the Board has traditionally had a tribute in the Educational Foundation Gala program. Board members agreed to take a full page ad.

Mrs. Dalbeck reminded Board members about Senator Jack Scott's Education Workshop.

Mrs. Dalbeck also reminded Mr. Tracy about the LACSTA dinner on January 30 at the Proud Bird restaurant.

Mr. Dietel reminded everyone that the CPC will have a presentation from Dr. Peter Gero, PhD, MFT, titled, "Who is the Stranger in our House" on Thursday, January 16, at 7:00 p.m. at the Roger Barkley Community Center.

Mrs. Dalbeck and Mr. Dietel will be attending the reception for Jack O'Connell, new California Superintendent of Public Instruction.

Mr. Beattie asked for input from Board for the Joint Use meeting

Mrs. Dalbeck reported that she attended a Sports Coalition meeting this morning. Their concern is a proposal to sod certain parts of the varsity field of the high school, which would require between 25,000 and 30,000 square feet of sod. The Sports Coalition is looking at contributing a portion of it and having the City and school district also contribute.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 9:33 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, February 4, 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

Ron Dietel, Clerk

Date