

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

April 22, 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 April 22, 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, 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 four 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.

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

MEMBERS ABSENT: Mr. Ron Dietel

GOVERNING BOARD WORKSHOP ON BOND ISSUANCE AND BOARD POLICIES 9000 SERIES – BOARD BYLAWS

The Governing Board workshop on Bond Issuance and Board Policies 9000 Series – Board Bylaws was convened at 6:12 p.m. by President Scott Tracy.

Chuck Youtz, representative from George K. Baum Co., presented a general overview of bond issuance. He reported that interest rates are very close to a 40-year low. The average assessed valuation in La Cañada is \$457,000. The median assessed valuation is \$351,000. 31% of homes in La Cañada with the highest assessed value pay 64% of the taxes. 91.3% of taxes are paid by single family homeowners. 50% of homes in La Cañada are assessed at under \$350,000. The Board discussed the various options for bond issuance, with a consensus that: 1) the bonds will be sold with an original issue premium sufficient to cover the costs of issuance; and 2) Capital Appreciation Bonds (CABs) will only be utilized if the yield curve at issuance provides a lower all-in cost of interest.

The workshop adjourned at 7:05 p.m.

REGULAR MEETING

The Regular Meeting of the Governing Board was reconvened at 7:08 p.m. in the La Cañada High School Information Resource Center. Present were the four Governing Board Members, Dr. Leabo, Mr. Stratton, Mr. Banis, and Executive Assistant to the Superintendent Judy Mellick. There were approximately 15 people in the audience. Mr. Tracy asked LCE teacher Mandy Emory to lead the Pledge of Allegiance to the Flag.

REPORT OUT OF CLOSED SESSION

Mr. Tracy reported that the Board took action in closed session to give authorization for settlement on two pending litigation matters.

APPROVAL OF AGENDA

It was moved and seconded (Reynolds/Dalbeck) 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 April 1, 2003 regular meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes of the April 1, 2003 regular meeting were approved as submitted.

REPORTS

1. Superintendent's Report –

- a. Bond Survey Update** – Dr. Leabo reported that the district is in the final process of developing a survey with the Jeremy Thorn Group. Community surveys are expected to start by the end of next week. Dr. Leabo said that she hopes to have a report on the survey at the June 4 Board meeting.
- b. Enrollment Update** – Dr. Leabo reported that enrollment in the district is down 130 from the projected enrollment. While this decrease in enrollment will not impact next year, it could have an impact on the following year. Historically, La Cañada has had more students enrolled in the spring than projections, and then the number falls by September. If the current pattern continues, there will have to be some shuffling of staff.
- c. Introduction of New LCE Principal** – Dr. Leabo introduced the new principal at LCE – Ivette Ellis. LCE Interim Principal Esther Salinas has taken a position in Thousand Oaks and will be leaving at the end of the week.

2. President's Report

- a. Update on Lanterman Auditorium** – Mr. Tracy reported that the City agreed to take over Lanterman Auditorium for two years, beginning July 1. The City resolution directs City staff to work with school district staff to work out the fine points. The City has also changed the membership to the Joint Use Committee. The members will now be Laura Olhasso and Greg Brown. The City will be bringing an amendment to the Joint Use Agreement to the Joint Use Committee for approval.

Mr. Tracy also reported that Janine Marnien, reporter from the News-Press is attending her last Board meeting this evening. Ms. Marnien will be moving on to a new assignment. Mr. Tracy thanked her for her reportage.

- 3. Student Representative Report** – Ms. Linden reported on the Art Trip to Paris. She said it was an incredible experience. She also reported that CAT-6 testing would be taking place next week. She said that it is obvious from students' comments that students recognize the importance of the testing.

DISTRICT GOALS PROGRESS

Mr. Stratton reported that this is the season the district will be bringing to the Board a number of plans that are put together by parent groups. The key parent advisory groups are as follows: PTA, School Site Council, PTA Council, Educational Foundation, Boosters Club, District Advisory Council, Curriculum Council, English Language Advisory Committee, District English Language Advisory Committee, Childcare Roundtable, Community Prevention Council, GATE Parent Advisory Committee, Special Education Parent Committee, Playground Safety Committee, Bond Oversight Committee, Site Modernization Committee, and Site Enhancement Committee.

OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

None

PROPOSED ACTION ITEMS

1. First Reading

- a. ***Approve School Calendar for 2003-2004, R168-02-03.** It was moved and seconded (Dalbeck/Reynolds) to approve the School Calendar for 2003-2004. Dr. Leabo explained that the district has negotiated with LCTA for the school calendar for 2003-2004. There is a possibility that the state may take action to provide some flexibility on Veteran's Day so districts can take the holiday on a Monday, rather than on November 11, in order to provide a three-day weekend. It would then have to be negotiated with LCTA. The motion to approve the School Calendar for 2003-2004 was adopted unanimously.
- b. ***Resolution #24-02-03 School Holidays.** It was moved and seconded (Reynolds/Beattie) to approve Resolution #24-02-03 School Holidays. Dr. Leabo explained that the law says that the district must celebrate certain holidays on certain dates, but does provide some flexibility with Board resolution. The motion to approve Resolution #24-02-03 School Holidays was adopted unanimously.
- c. ***Resolution #27-02-03 Authorizing Issuance of 1999 General Obligation Bonds Series B.** It was moved and seconded (Beattie/Dalbeck) to approve Resolution #27-02-03 Authorizing Issuance of 1999 General Obligation Bonds Series B. Mr. Banis explained that this resolution would authorize the sale of the last 2.5 million dollars of facilities bonds, which will be spent, for the most part, for the science labs. It was moved and seconded (Reynolds/Beattie) to table this motion to the next meeting in order to provide time for public input. The motion to table was adopted unanimously.
- d. ***Resolution #28-02-03 Proclaiming May 6, 2003 as the Day of the Teacher.** It was moved and seconded (Beattie/Dalbeck) to approve Resolution #28-02-03 Proclaiming May 6, 2003 as the Day of the Teacher. Dr. Leabo explained that the State designates a day in May to be set aside to honor teachers. She encouraged everyone to let the teachers know how much they are appreciated. The motion to approve Resolution #28-02-03 was adopted unanimously.
- e. ***Resolution #29-02-03 Proclaiming May 18-24, 2003 as Classified School Employees Week.** It was moved and seconded (Dalbeck/Reynolds) to approve Resolution #29-02-03 Proclaiming May 18-24, 2003 as Classified School Employees Week. Dr. Leabo explained that there is a whole week of recognition for classified employees. She

encouraged administrative staff, members of the Board, and the community to acknowledge the work of the classified staff. The motion to approve Resolution #29-02-03 was adopted unanimously.

- f. ***Resolution #30-02-03 Supporting Assembly Bill 42 (Daucher): Class Size Reduction Reform.** It was moved and seconded (Beattie/Reynolds) to approve Resolution #30-02-03 Supporting Assembly Bill 42 (Daucher): Class Size Reduction Reform. Dr. Leabo explained that this is a resolution the district would like to send to legislators in support of more flexibility in class size reduction. The motion to approve Resolution #30-02-03 was adopted unanimously.
- g. **Board Policies – 5000 Series – Students, R171-02-03.** Mr. Stratton explained that the district is currently updating all Board policies. The 5000 Series, which deals with students, is being presented for first reading.
- h. **Textbook Adoption – Foreign Language, R175-02-03.** Mr. Stratton explained that the foreign language department has wanted new books. There are no state standards in foreign language, but there are national standards. The books being recommended are closely aligned to the national standards. This item is presented for first reading.

2. Second Reading

- a. **Textbook Adoption: AP Computer Science, Fundamentals of Java, R162-02-03.** It was moved and seconded (Reynolds/Dalbeck) to approve the Textbook Adoption: AP Computer Science, Fundamentals of Java. Mr. Stratton explained that the AP Computer Science text is being changed because the college boards have changed the AP test. This book is written by the same authors as the previous text. The motion to approve the Textbook Adoption: AP Computer Science, Fundamentals of Java was adopted unanimously.
- b. **Board Policies 3000 Series – Business and Noninstructional Operations.** It was moved and seconded (Beattie/Reynolds) to approve Board Policies 3000 Series – Business and Noninstructional Operations. Mr. Banis explained that the district is in the process of updating all Board policies, and this is the 3000 series, which deals with Business and noninstructional operations. The motion to approve Board Policies 3000 Series – Business and Noninstructional Operations was adopted unanimously.

3. Consent Agenda

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

- a. **Personnel Report, P20-02-03.** The Board approved the following Personnel Items:
Certificated: New Hires – Temporary Secondary Teacher Lindsay Horne, Elementary Level Teacher Lynley Swaner (rehire). Leave of Absence – Kerry Rupe. Resignation – Joyce McNeill. *Classified:* New Hire – Classified Substitute Daniel Tubbs. Reclassification – Nancy Shannon from Office Assistant II to Secretary I. Resignation – Miriam Farage. Termination – Paraprofessional I. *CMSA:* New Hire – Elementary Principal Ivette Ellis. Resignation – Esther Salinas.
- b. **Disposal of Equipment, R170-02-03.** The Board approved the disposal of broken and obsolete computer and technology related equipment.
- c. **Disposal of Textbooks, R174-02-03.** The Board approved the disposal (sale, recycle/discard) of the following books: Prentice Hall Science Series for 7th and 8th grades, 1993.

- d. **Request to Go to Bid for Roof Replacement, R169-02-03.** The Board approved the request to go to bid for the replacement of the roofs on the cafetorium and library buildings at Paradise Canyon Elementary School, the A Building at La Cañada Elementary School, and the cafetorium building at Palm Crest Elementary School.
- e. **Gifts, R167-02-03.** The Board approved the following donations: Gas range/oven/microwave to LCHS ROP Class donated by Mr. and Mrs. Mike Alequin; \$400 in newspaper printing costs for LCHS donated by Mr. and Mrs. Gary Conner; \$100 in instructional supplies for PCY donated by Wells Fargo (match); \$500 in instructional supplies for PCR donated by Dr. Vivian Chui.
- f. **Purchase Order List #13.** The Board approved Purchase Order List #13.

COMMUNICATIONS

Mr. Dietel will be attending the LACSTA meeting on Thursday, May 29.

Mr. Tracy and Dr. Leabo will be attending the IEC Banquet on May 5.

Dr. Leabo will be attending the Kiwanian of the Year banquet on May 7. The Board directed staff to prepare a certificate for the Kiwanian of the Year on behalf of the board.

Mr. Beattie, Dr. Leabo and Mr. Stratton will be attending the California Distinguished School Awards Ceremony on May 16, 4:30 p.m.

Mr. Beattie reported that 21 varsity teams at the high school all met or exceeded the CIF required grade point average for academic excellence, with a GPA range from 3.06 to 3.56.

RECONVENE TO CLOSED SESSION

The Board reconvened to Closed Session at 8:45 p.m.

REPORT OUT OF CLOSED SESSION

The Board reconvened to Open Session at 9:29 p.m. and reported that there was no action taken in Closed Session.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 9:30 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, May 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

Ron Dietel, Clerk

Date

4/22/03