

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

April 3, 2001

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 4:15 p.m. by President Barbara Racklin on April 3, 2001 in the La Cañada Elementary School Cafetorium at 4540 Encinas Drive in La Cañada, California. Present were Board Members Barbara Racklin, Jeanne Broberg, Jinny Dalbeck, William Moffitt and Meredith Reynolds. Mrs. Racklin asked Mary Irwin to lead the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES**

Mrs. Racklin stated that the minutes of the March 20, 2001 meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes were approved as submitted.

**APPROVAL OF AGENDA**

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

**REPORTS**

**1. Superintendent's Report**

Mrs. Gonia reported that the most important thing about the LCHS accreditation process was the excellent self-study. The visiting committee affirmed the strengths outlined in our self-study.

Mrs. Gonia commented that she is very pleased as superintendent that the district goals identified the same things indicated by the WASC visiting team as the next growth steps.

Mrs. Gonia reported on the problem with the new library walls. Our IOR observed what he believed to be improper methods used to vibrate and consolidate the grout within the concrete blocks in a small section of an interior wall. The IOR discussed with the contractor the procedure/method used to consolidate and vibrate the concrete. It was determined that the contractor was not proceeding with the work according to the construction documents and a Field Memo was issued by the IOR. The Field Memo provided information regarding a Non-Compliance issue. The Field Memo is sent to the district, architect, structural engineer, contractor and Department of State Architect (DSA).

Later that same day, a 4 ft. by 7 ft. section of wall separated from the existing wall. The term for this is a "blow out." Based on the documentation provided by the IOR (both written and pictures), the structural engineer issued a "Work Stoppage" and ordered samples and tests to determine Pounds per Square Inch (PSI). Compression and Shear. The PSI is above standards. but we need to clean out and remove the ton

## 2. **Student Representative Report**

Student Representative Michael Kotick reported that tomorrow is the “Day of Silence,” to support the voices of all students. He also reported that the prom location will be announced tomorrow.

## 3. **Short Term Facility Use Report**

Mrs. Evans reported that in February 2000 the district started doing an analysis of facility use and comparing rates. The Business Office did an analysis to make sure the district was not subsidizing user groups with public funds. A meeting was held with facility users, and the district received input and recommendations taken from them. The proposed rates were then distributed. There were quite a few people there, all interested parties who would be affected by the rate changes. In August 2000, recommendations were submitted to the Governing Board, which showed three categories of users. The first category is district users. There will be no charge to user groups for any district sponsored activities or extra curricular activities, no charge for district support groups, such as PTA and Educational Foundation. For disaster relief organizations, such as Red Cross, there would be no charges based on the Governing Board’s decision to grant use to organizations for emergencies. The second category of users are those charged for direct costs for personnel during non-school hours. These include non-fundraising extra-curricular activities that take place during the time custodians are not usually working. The district will waive utility costs for PTA, scouts, and other non-profit groups. For other non-profit groups, if staffed by volunteers, utility costs would be half. The third category includes those who would be charged the fair rental value for personnel and facilities. These are groups not associated with district.

The standard charge for custodial help is \$25 per hour, and \$20 per hour for food services. The Business Office has created an evaluation form for users to complete. The evaluation form is sent with the final invoice for payment. Based on the evaluation form, the district can do an analysis on what improvements are needed. We have also imposed a cancellation fee for failure to cancel with 72 hours notice.

Letters were sent out to user groups informing them of the proposed rate changes. Additional meetings will be scheduled for high school auditorium use, but these meetings would not affect fees being set tonight.

As part of the use agreement, the district would require a district representative to be on campus during use for groups that are not regular on-going users. There would be a charge to user groups on weekends, holidays, and any time outside normal work hours. The district will eliminate the discount for employee-run activities. We would also require custodians to be on site, do a pre-walk, and a post-walk.

The priorities for use would be district first, contracted uses for tenants, district support groups, community groups, and others.

The district will continue to work with the City as specified in Joint Use agreement. Groups that

Mrs. Broberg asked if there would be a place on the form to indicate a security deposit. Mrs. Evans replied that the deposit would be on an addendum to the contract.

Mrs. Dalbeck asked if the attachments indicating the user group categories would become part of the rates. Mrs. Evans replied that they would. Mrs. Dalbeck asked how often the district would be reviewing the rates. Mrs. Evans replied that we should look at the rates every 3-5 years.

Mrs. Racklin asked if utility costs go way out of line, whether we would look at possible rate changes. Mrs. Evans replied that we would look at use assessment and decide from that point.

Mrs. Dalbeck asked if there would be any inspection of sites after they are used. Mrs. Evans replied that this will be set up in the ongoing contract. She said that different things would be included in the contract based on specific usage.

Aaron Solomon, of the Roger Barkley Community Center, addressed the Board regarding Short Term Facility use.

Mrs. Dalbeck asked if a letter would be sent to users after tonight. Mrs. Evans replied that a letter would go out to let groups know the Board approved the rates effective July 1, 2001.

### **Opportunity to address Board**

There were no audience members who wanted to address the Board at this time.

#### **1. First Reading**

- a. **\*Short Term Facility Use Rates, R183-00-01.** It was moved and seconded (Dalbeck/Broberg) to approve the Short Term Facility Use Rates. Mrs. Evans reported that the Business Office tracked facility use and user groups. Facility user groups are divided into categories 1, 2, and 3. If the new rate is increased more than \$10,000, the increase would be assessed over 2 years. Rates would be increased annually based on the Consumer Price Index. The new rate structure will be effective July 1, 2001. The motion to approve the Short Term Facility Use Rates was adopted unanimously.
- b. **\*Prescription Drug Reimbursement, R198-00-01.** It was moved and seconded (Broberg/Moffitt) to approve the Prescription Drug Reimbursement. Dr. Leabo said that last year when the district negotiated the contract with CSEA, the agreement stated that the district would maintain the level of health benefits. When the Blue Cross policy changed and the deductible on prescriptions increased there was some concern among CSEA members. The district would like to reimburse members up to \$100 for prescriptions for this year only as a good will gesture. The motion to approve the Prescription Drug Reimbursement was adopted unanimously.

- d. **\*Job Description, R200-00-01.** It was moved and seconded (Moffitt/Reynolds) to approve the Job Description. Dr. Leabo said that this is a continuation of updating the job descriptions. The motion to approve the Job Description was adopted unanimously.
- e. **\*Increase Pay Rate for Substitute Teachers, R201-00-01.** It was moved and seconded (Broberg/Reynolds) to approve the increase in pay rate for Substitute Teachers. Dr. Leabo says we have a struggle to maintain enough substitute teachers. There is a shortage of teachers available to substitute in Los Angeles County. This change in rate is retroactive to April 1. We have successfully hired 10 new substitutes and have interviews scheduled next week. The motion to approve the increase in pay rate for Substitute Teachers was adopted unanimously.
- f. **\*Grades K-12 Core Literature List Additions, R201-00-01.** It was moved and seconded (Broberg/Reynolds) to approve the Core Literature List Additions for Grades K-12. Mr. Stratton explained that there are three additions to Kindergarten level, *Good-Night Owl*, *The Gingerbread Boy*, and *Peter Rabbit*. The motion to approve the Core Literature List Additions for Grades K-12 was adopted unanimously.
- g. **\*Resolution #19-00-01 Ordering Governing Board Member Election.** It was moved and seconded (Moffitt/Dalbeck) to approve Resolution #19-00-01 Ordering Governing Board Member Election. Mrs. Gonja reported that we have received notice from the LA County Office of Education that any governing board scheduled to have an election in November must approve a resolution by April 27, 2001. Mrs. Broberg, Mr. Moffitt, and Mrs. Racklin's terms are expiring November 6, 2001. The motion to approve Resolution #19-00-01 Ordering Governing Board Member Election was adopted unanimously.

### Consent Agenda

It was moved and seconded (Broberg/Moffitt) to approve the Consent Agenda as presented. It was moved and seconded (Dalbeck/Broberg) to pull the Personnel Report from Consent Agenda. The motion to pull the Personnel Report from the Consent Agenda was adopted unanimously. Dr. Leabo requested to modify the Personnel Report by pulling the first name on the section titled, "Approval for Rehire as Temporary Status." It was moved and seconded (Dalbeck/Reynolds) to approve the amended Personnel Report. The motion to approve the amended Personnel Report was adopted unanimously. The motion to approve the amended Consent Agenda was adopted unanimously.

- a. **Personnel Report, P23-00-01.** *Certificated:* New Hires – Substitute Teachers Claud Carder, Sue Cavanagh, Michel Choban, Raissa Choi, Linda Fors, Donna Guerrero, Olia Jamchi, Louis Koutsky, Lana Krouzian, Andrea Lombardi, Gina Martinez, Emily McCullough, Lisa Novick, Nancy Peterson, Andrea Redecker, Natalie Ross, Susana Santana, Samantha Smith, Wendy Stackhouse, Frederica Stassi. Resignation – Emily Coons. *Classified:* New Hires – Thomas Nelson. Alexander Shellv. Margaret Sniecker.

- d. **Award Bid Division #27 – LCHS Library Phase 2, R195-00-01.**
- e. **Board Policy 6154 – Homework/Makeup Work, R192-00-01.**
- f. **Gifts, R196-00-01.**
- g. **Purchase Order List #15.**

### **CLOSED SESSION**

The Governing Board adjourned to Closed Session at 5:27 p.m. in the La Cañada Elementary School Faculty Lounge. Present were the five Board Members, Superintendent Lorene Gonia, Assistant Superintendent of Human Resources Sue Leabo, Assistant Superintendent of Curriculum and Instruction Jim Stratton, and Assistant Superintendent of Business Services Maureen Evans. Closed Session adjourned at 7:00 p.m.

**MEMBERS PRESENT:** Mrs. Barbara Racklin, President  
 Mrs. Jinny Dalbeck, Vice President  
 Mrs. Jeanne Broberg, Clerk  
 Mr. William Moffitt, 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 Elementary School Cafetorium. Present were the five Governing Board Members, Mrs. Gonia, Dr. Leabo, Mr. Stratton, and Secretary to the Superintendent Judy Mellick. There were approximately 75 people in the audience.

### **REPORT OUT OF CLOSED SESSION**

Mrs. Racklin reported that no action was taken in Closed Session.

### **K-12 OPTIONS COMMITTEE REPORT**

Mrs. Gonia provided background on the K-12 Options Committee Report, current considerations, financial implications, and a recommendation to the Board. Mrs. Gonia then introduced Ron Dietel, Chair of the K-12 Options Committee.

Mr. Dietel presented the report of the K-12 Options Committee. He reported on the process of the Committee. The Committee identified interests that would provide excellent structures and programs for students. From these identified interests, two options would be presented. The Committee solicited information from the school district, particularly in regard to enrollment, from Site Councils, PTA, the community, committee members and other school districts. The Committee looked extensively at reports on middle school students and also visited all the District sites.

Option #1 – demolish and rebuild FIS as a 6-8 middle school

Option #2 – modify existing school structures

Additional work focused on a review of school enrollment, refining Option 2, discussing selected pros and cons, and preparing the final report.

Mr. Dietel reported that Option #1 is preferred, as it best matched the identified interests.

Mr. Dietel then introduced Karen Mathison, who spoke about the pros and cons of each option.

To outline the pros and cons, the Committee focused on the impact each option would have on the areas of academics, physical facilities, administration, finance, and social and emotional development. The Committee attempted to take into consideration everyone's concerns.

After reviewing all these issues, the Committee then had to review finances.

Mrs. Mathison turned the program back to Mr. Dietel.

Mr. Dietel introduced the two student members of the committee, Bridget Samuels and Andrew Rhymer.

Mr. Dietel talked about the financial implications of each option. Option 1 would have to be paid for by a school bond and a parcel tax, which would be necessary to cover expenditures and lost lease income.

Option 2 would have to be paid for by a bond, but no parcel tax would be needed.

The recommendations of the Committee are to form a separate committee to address the specific issues faced by grades 7/8, to develop an education plan for the community, to conduct a community survey to determine if there is support for a bond and/or parcel tax, and to develop a timeline for action. Mr. Dietel thanked Mrs. Gonia and the Governing Board for bringing the committee together.

Mrs. Racklin thanked the committee members and all those who gave input to the committee.

Mrs. Reynolds asked if the impact on elementary sites if 6<sup>th</sup> graders were pulled off was looked at.

Cindy Wilcox reported that overwhelming research supports K-5 elementary, 6-8 intermediate, and 9-12 high school. Mrs. Gonia said that if the 6<sup>th</sup> graders were pulled off the elementary sites, it would free four classrooms.

Mrs. Dalbeck asked what the average teacher's salary was based on when determining the personnel costs of reducing class size.

Mr. Deitel reported that the first time they averaged the salary of K-12 teachers and had a lower number. The Committee then realized that K-3 was already participating in Class Size Reduction. They then used

Mrs. Racklin asked if the Committee looked at the time required to demolish and reconstruct and the lost lease income before students occupied the site. Ms. Wilcox replied that they did not look at that specifically, but that the district would probably have to use the parcel tax.

Mrs. Dalbeck commented that the district has a lease interruption fund.

Mr. Moffitt asked if the Committee looked at other districts that currently have parcel taxes passed and what they are using them for. Mr. Dietel replied that they found two districts, one of them San Marino, and they used their parcel tax to reduce class size to approximately 26 students. He did not know the length of the parcel tax, but did know that it had been renewed.

Mrs. Racklin asked what an educational plan for the community might look like. Mr. Dietel replied that the Committee feels that a lot of that is happening already. They are basically trying to inform the public about the pros and cons of both options. He suggested that there might be informational fairs, chamber of commerce meetings, etc. to educate the public about the parcel tax.

Mrs. Broberg thanked the superintendent for being willing to put this committee together. She encouraged the audience to read every recommendation and pointed out Appendix 1, which is a history of the district from the beginning in 1876 until now.

Mrs. Dalbeck thanked the committee for all the time and effort put into the report. She said she is very excited by the recommendation of the committee. She said she believes it is something that, if the community really wants it, the community will vote for it. She also said she believes that some of the students in private schools would be tempted to come back to our school district. She said the issue should be put before the community to let the community decide.

Mr. Dietel recommended that the Board make the options an item on each of their agendas for the future to be addressed on a regular basis.

The following audience members addressed the Board on the subject of the K-12 Options Committee Report:

Barbara Barber, 4330 Belair Drive  
Patty Compeau, 308 Baptiste Way  
Mitch Lane, 4603 Lasheart Drive  
Jane Mead, 4136 Pembury Place  
Barry Riedel, 1355-1/2 Foothill Boulevard  
Cindy Wilcox, 4408 Union  
Linda Bair, 4641 Hillard  
Ann Hazen, tenant of FIS  
Tom Carpenter, 3903 Alta Vista Drive  
Therese Louk, 4807 Indianola Way

Lauren Oakes of the K-12 Options Committee explained her reasons for wanting to open FIS. Laura

**PROPOSED ACTION ITEMS (continued)**

1. **First Reading (continued)** [Asterisk (\*) denotes action may be taken on the first reading.]
  - g. **\*K-12 Educational Options Committee Recommendation, R203-00-01.** It was moved and seconded (Reynolds/Moffitt) to approve the K-12 Educational Options Committee Recommendation. Mrs. Gonia reiterated the recommendation to the Governing Board, which was to further investigate the community's support of the Committee's recommendation to demolish and rebuild FIS and conduct a statistically valid survey of the community's willingness to pass an \$18 million bond and an on-going parcel tax of approximately \$250/year/parcel. The motion to approve the K-12 Educational Options Committee Recommendation was adopted unanimously.

Mrs. Dalbeck requested that staff come back with an action plan and timeline at the next meeting.

**COMMUNICATIONS**

Mrs. Racklin informed the Board of a letter from CSBA regarding nomination of officers.

Mr. Moffitt reminded the Board and the audience that all are invited tomorrow night to the PTA/CPC sponsored Parent Forum at PCY at 7:00 p.m. He said it should be a rewarding night for parents to get some information on peer pressure, surviving the teen years, etc.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 9:23 p.m. The Next Regular Meeting of the Governing Board will be held on April 24, 2001, at 7:00 p.m. in the La Cañada Elementary School Library. There will be a Special Board Meeting on Thursday, April 5, 2001 at 7:00 p.m. in the La Cañada High School 9-12 Library.

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Lorene Gonia, Superintendent  
Secretary to the Governing Board

**MINUTES APPROVED**


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Jeanne Broberg, Clerk, Governing Board