

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

April 5, 2001

The Special Meeting of the Governing Board of La Cañada Unified School District was called to order at 7:10 p.m. by President Barbara Racklin on April 5, 2001 in the La Cañada High School 9-12 Library at 4463 Oak Grove in La Cañada, California. Present were Board Members Barbara Racklin, Jeanne Broberg, Jinny Dalbeck, William Moffitt and Meredith Reynolds, and Superintendent Lorene Gonia, Assistant Superintendent of Human Resources Sue Leabo, Assistant Superintendent of Curriculum and Instruction Jim Stratton, Assistant Superintendent of Business Services Maureen Evans, and Secretary to the Superintendent Judy Mellick. There were approximately 25 people in the audience. Mrs. Racklin asked PTA President Karen Mathison to lead the Pledge of Allegiance to the Flag.

**APPROVAL OF AGENDA**

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

**REPORTS**

**1. Elementary Schools Modernization Projects**

Mrs. Racklin introduced Mr. Jay Tittle of NTD Architects. Mr. Tittle reported that the architects had gone back to each of the schools and met with the School Site Councils to define the scope of work for modernization. The scope of work on each of the campuses is similar to what was presented at the last report, with only minor changes.

Mr. Moffitt asked if there were any significant changes at each site that could be pulled out and talked about. Mr. Tittle replied that there were no major changes, just a few minor adjustments here and there. Mr. Tittle reported that when they went back and met with the School Site Councils, they pulled the original list of work and worked from there.

Mrs. Dalbeck asked if they had established a location for interim housing. Mr. Tittle replied that they have not gotten that far yet, but that it would be worked on with the construction management firm. Mrs. Dalbeck asked if advertising for bids was normally the purview of the architect or the construction manager. Mr. Tittle replied that they would work together. Mrs. Dalbeck asked if the contingency percentage for change orders is normally 7%. Mr. Tittle replied that he usually recommends 7-10% for change order contingency. Mrs. Dalbeck asked if Mr. Tittle had an opinion about the condition of the

squeeze an extremely large amount of work in this summer. Most of that work is related to the modulars – moving, lighting, landscaping, and paving.

Mrs. Broberg noted that there was a \$3000 charge for a new door at the library. Mr. Tittle explained that the charge was for a new door opening, including the moving of electrical wiring and not just the door itself.

At PCY the scope of work is more in line with what is being proposed at LCE – ten items.

Mrs. Reynolds asked if the Phase 2 acoustic study charge of \$60,000 was just for the study, or also the related work. Mr. Tittle replied that the amount included not only the study, but everything associated with it.

Mrs. Broberg commented that the Phase 2 items would be very difficult to accomplish during the school year. Mr. Tittle replied that they are looking at the work on all the Phase 2 items taking place in summer of 2002. He said the District needs to be under construction contract by February in order to be in receipt of state funds. He said that his thinking was that construction would start only on the administration building during the school year, but he has not yet had discussions with the construction managers.

Mrs. Dalbeck asked what was meant by “includes PTA” in the PCY administration remodel. Mr. Tittle replied that there appeared to be a strong desire to create a separate PTA workroom, storage and bathroom. It has not been finalized, but is being kept as a placeholder.

Mrs. Reynolds asked if the cost for replacing the play equipment was listed anywhere. Mr. Tittle pointed out where it was included.

The following audience members addressed the Board regarding the report on Elementary Schools modernization:

Cindy Wilcox, 4408 Union  
 Linda Bair, 4641 Hillard Avenue  
 Hank Jacobs, 4523 Alta Canyon  
 Lauren Oakes, 4708 Gould  
 Karen Wilcox, 5254 Palm Drive

## **2. Elementary Schools Modernization Funding**

Mrs. Evans reported on the funding for the modernization projects. She said that she and the architects met with the schools 3 times, went over projects, listened to site input, looked at identified needs and came up with the projects that should be done. The projects would be funded by 80% state funding, and 20% district contribution.

### **Opportunity to Address the Board**

The following person addressed the Board:

Joan Williams, 480 Paulette Place

Mrs. Broberg and Mrs. Dalbeck said that they had looked at the issue of the modulars at PCY that overlooked Mrs. Williams property several years ago. Mrs. Racklin said that it is an issue that needs to be addressed immediately.

The Board directed the staff to come back at the next meeting with an estimate of the cost for the relocation of the modular classrooms in question.

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

- a. **\*Approval of Local and State Bond Fund Expenditures for Modernization Projects at LCE, PCR and PCY, R204-00-01.** It was moved and seconded (Broberg/Dalbeck) to approve the expenditures of local and state bond funds. Mrs. Gonia explained that the project costs exceed the amount of state funds and the District will need to spend a quarter of a million of bond fund dollars in order to fund the modernization projects. The District has identified needs at the high school totaling at least \$10 million. Mrs. Gonia outlined her recommendations, which included not moving the modular classrooms at Palm Crest, reducing Palm Crest's casework to match casework as it exists in all other modular classrooms throughout the district, not funding new construction at PCR Administration. Mrs. Gonia recommended that, if there is any reinstatement of projects, the modernization of the Administration Building at Palm Crest should be reinstated first. In looking at the needs throughout the district, there are other needs that are greater than the items at PCR. Mrs. Gonia recommended that the Board approve funding elementary work at the modular classrooms for casework, sinks, water and repairs. She also recommended that the Board approve use of under-budget modernization dollars from LCE - \$333,437, and PCY - \$12,464, to fund any unfunded modernization projects at other school sites, which total \$345,901. She recommended the balance of state and local bond dollars available be used for identified projects at LCHS.

Mrs. Dalbeck asked if anyone knew what it costs to modernize a single classroom at the high school. Mrs. Evans replied that it is estimated at about \$50,000 per classroom. Mrs.

It was moved and seconded (Broberg/Dalbeck) to amend the motion to approve the spending of local and state money for casework, sinks, water and needed repairs on the modular classrooms at Palm Crest, LCE and PCY (\$419,729), funding of new construction at the PCR Administration Building (\$33,129), and use of under-budget modernization dollars from LCE (\$333,437) and PCY (\$12,464) for other modernization projects. All remaining bond dollars and any unbudgeted money from bond dollars will be held for future unfunded projects, including the issue of the modular classrooms used for daycare at PCY. The amendment was adopted unanimously. It was moved and seconded (Broberg/Dalbeck) to approve the amended motion.

The motion to approve local and state bond fund expenditures for modernization projects as amended was adopted unanimously.

### **COMMUNICATIONS**

None

### **CLOSED SESSION**

The Governing Board adjourned to Closed Session at 9:55 p.m. in the La Cañada High School 9-12 Library. 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 10:20 p.m.

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

The Special Meeting of the Governing Board was reconvened at 10:20 p.m. by President Barbara Racklin. Mrs. Racklin reported that no action was taken in Closed Session.

### **ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 10:25 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.

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Lorene Gonia, Superintendent  
Secretary to the Governing Board

### **MINUTES APPROVED**