

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

May 13, 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 May 13, 2003 in the La Cañada High School Information Resource Center at 4463 Oak Grove in La Cañada, California. Present were Board Members Andy Beattie, Jinny Dalbeck, 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, Chief Business Officer Dave Banis and District Counsel Dana McCune. Closed session adjourned at 7:13 p.m.

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

REGULAR MEETING

The Regular Meeting of the Governing Board was reconvened at 7:20 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 Executive Assistant to the Superintendent Judy Mellick. There were approximately 60 people in the audience. Mr. Tracy asked Cody Dietel 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 (Dalbeck/Beattie) 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 22, 2003 regular meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. Mr. Dietel asked that the minutes be amended to read, on page 73, Item 2a: "Mr. Stratton explained that the AP Computer Science text is being changed because the college boards have changed *the AP test*." The minutes of the April 22, 2003 regular meeting were approved as amended.

REPORTS

1. Superintendent's Report –

- a. **Report from Playground Safety Committee** – Chair Penny Ledbetter reported that this is her last Board meeting. She also commended the Board and administration for everything they have done and expressed her admiration.

She reported that the Playground Safety Committee includes parents, principals, the Superintendent, Board member Ron Dietel, and Director of Maintenance and Operations Marty Morton. A significant accomplishment of the Committee has been the design and use of an Injury/Incident Summary Report form for each school site. In addition to reviewing the accident reports at each meeting, the Committee also reviewed the maintenance reports provided by Mr. Morton. The Committee met at each site and toured each playground. Beginning next year the committee will meet two times a year and report to the Board near the end of the year.

Mrs. Dalbeck asked if the Committee has seen any trends develop out of the reports. Mrs. Ledbetter replied that LCE has reported fewer accidents than the other sites. The Committee thinks this is because they have a greater number of volunteers and supervision. She said they don't really see any trends right now.

Mrs. Reynolds said that, initially, the Board wanted to track what occurred both during school and outside of school hours. Dr. Leabo replied that the Committee provided a form to the City in order to keep track of incidents, but has not received reports from the City.

- b. **Status of 7/8 Principal** – Dr. Leabo reported that, in the summer of 2001, at the recommendation of the 7/12 reconfiguration subcommittee, the former superintendent made the decision to change the title of the position from assistant principal to principal. Dr. Leabo convened a group in September of 2002 and that group agreed to continue the position as a 7/8 principal. In April of this year an incident arose when Dr. Leabo was out of town at a conference. Dr. Leabo received a call from a Board member who said that Mrs. van Zijll had sent e-mails to members of the community and staff stating that she had submitted a resignation. Dr. Leabo received a written resignation from Mrs. van Zijll on May 6. Dr. Leabo offered to meet with her. That meeting did not occur. On May 7 Dr. Leabo sent a letter accepting Mrs. van Zijll's resignation. Since that time, Dr. Leabo has asked a group of 7/8 parents, Board members and 7/8 staff members to convene to discuss some of the issues that have been raised. Dr. Leabo said that it is agreed that the position needs to be a principal position. There have been some issues raised that need to be reviewed in terms of what makes the 7-12 total program run as smoothly as possible.

Mrs. Reynolds asked if Dr. Leabo had an idea as to when to expect the recommendations of the task force. Dr. Leabo replied that the first meeting of task force is on May 21. The district will not post the 7/8 principal position until after that meeting. Dr. Leabo said she is hopeful the committee can complete the task on distribution of labor necessary for the 7/8 program within a short period of time.

Mrs. Dalbeck asked Dr. Leabo to name the task force participants. Dr. Leabo replied that the task force participants are: parents Susan Boyd, Gayle Friedmann, Meredie Heaton, and Karen Mathison, staff members Penny Schopflin, Corinne Venit, Suzanne Healy, and Paul Kim, Board members Andy Beattie and Ron Dietel, and Dr. Leabo and Mr. Stratton.

Mr. Dietel asked if the meetings would be closed or open to the public. Dr. Leabo replied that the first meeting would be closed to give the task force an opportunity to work out a few things. The following meetings may be open to the public, and the task force will certainly welcome input.

The following audience members addressed the Board:

Janice Partyka
 Craig Burger
 Cindy Wilcox
 Kathy Cockerill
 Dorothy Melendy
 Kathy Trueblood
 Lauren Oakes
 Ingeborg Sepp
 Debbie Pierce
 Meredie Heaton
 Tom Bruegge
 Mitchell Lane
 Ingeborg Sepp
 Leslie Baldwin
 Gayle Friedmann
 Julie Abbott

Mr. Beattie thanked everyone for the input and said that he is looking forward to hearing further input to take to the task force.

Ms. Linden said she is excited about the future of the 7/8 program. The parent involvement and teacher involvement is what makes the program strong.

Mr. Dietel told the audience that they could feel free to call him as well. He thanked the community and the 7/8 staff who are here tonight. He said that he looks forward to working with all the people on the committee.

Mrs. Reynolds said that she is confident that people are going to share ideas and will all learn. She said she thinks it was a good idea, whether formal or not, to seek student input. She said the community needs to remember to help the Board monitor whatever decision is made and continue to make adjustments.

Mr. Tracy said that, as a Board member, it is difficult to deal with issues that are personnel or personality related. He said there is no desire to retreat from the developments that have occurred in 7/8. He commended Raina Martinez for her article in the Valley Sun, which outlined some of the accomplishments of the 7/8 program. He said that the core purpose is student learning and character development. The District will continually seek to get better, even though the process is sometimes painful.

2. **President's Report**

- a. **Update on Elementary Music Program** – Mr. Tracy reported that the elementary music program is one of the District's most valued programs that really make our schools special. The program has been administered and underwritten by the Assistance League of Flintridge. It has been taught by a wonderful teacher with two assistants. Recently there has been a labor challenge from both of our bargaining units. The District has worked diligently to retain the program. The program will be retained for next year. The District has worked out a solution that works for the bargaining units and for ALF. The District will provide a teacher of record, Frank Beemer. Samantha Blake will continue to work with him. There is extra funding involved because of the expense of Mr. Beemer. Mr. Tracy reported that the District has had some community groups volunteer to provide funding. Mr. Tracy thanked all parties involved in these negotiations. He said that he hopes to continue the program beyond the one-year reprieve.

Karen Mathison addressed the Board on this issue.

3. **Student Representative Report** – Ms. Linden reported on the drama trip to Theatre Fest at Cal State Long Beach. They won a 2nd place trophy for the Children’s Division, and Brad Culver won Male Monologue and Best Actor awards. Brad will be in the LCHS production of Guys and Dolls, scheduled for May 29 – June 1. A First Place trophy was won by the 8th grade mixed choir at Disneyland. At the Disneyland Festival all of the other junior high schools were doing two-part accompanied pieces. LCHS Junior High choirs did a four-part a cappella piece. Additional awards include the film festival at San Marino HS – multiple films from LCHS won awards. LCHS was the only school that took home multiple awards.

Ms. Linden also reported that CAT 6 testing took place two weeks ago. Some of the slogans on signs around the school, such as, “Make San Marino Cry – Beat them on the API,” are stressing the importance of these tests and the students are taking the testing seriously.

Dr. Leabo said that LCHS would be reported in Newsweek as one of the highest performing schools in the United States.

Mrs. Dalbeck thanked Ms. Linden for always being here, having thoughtful comments, and bringing happy news to the Board.

OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

None

PROPOSED ACTION ITEMS

1. First Reading

- a. ***Site Safety Plans, R177-02-03.** It was moved and seconded (Beattie/Dietel) to approve the Site Safety Plans. 003-2004. Mr. Stratton explained that site safety plans have been mandated by Education Code for a couple of years now. There has been a change this year in how the approval process works and how the cycle will be going. The schools addressed 11 assurance areas within the plan. Each one of the sites does a hardbound plan. The motion to approve the Site Safety Plans was adopted unanimously.
- b. ***Accept School Accountability Report Cards, R178-02-03.** It was moved and seconded (Dietel/Beattie) to accept the School Accountability Report Cards. Mr. Stratton explained that the requirement to do this reporting has been around since Proposition 98, but is now done on-line. Hard copies are also available at all sites. The Report Cards will go on-line as soon as approved. The motion to accept the School Accountability Report Cards was adopted unanimously.
- c. **Grades K-2 Open Court Adoption: English Language Arts, R183-02-03.** Mr. Stratton explained the process that was used. The teachers spent a year with the books. Teachers studied the books, used the books, and taught sample lessons. They also had a day for parents to come in and view the books as well as sit in on the sample lessons. Teachers shared their opinions of the criteria that have been established. At the second meeting, it was decided that Open Court was the better text. This item is presented for first reading

- d. **Grades 3, 4, 5 Houghton-Mifflin Adoption: English Language Arts, R184-02-03.** Mr. Stratton explained that every grade level at every site unanimously chose the Houghton-Mifflin book. It is a little unusual to have a different text for K-2 and 3, 4, 5, but it seems to work better with these texts. This item is presented for first reading.
- e. **Grades 6-8 Textbook Adoption: English Language Arts, R185-02-03.** Mr. Stratton explained that the 6-8 teachers were faced with a similar situation; there were two books that they thought were of equal quality. Ultimately they chose the Language of Literature series from McDougall-Littell. This item is presented for first reading

2. Second Reading

- a. **Resolution #27-02-03 Authorizing Issuance of 1999 General Obligation Bonds Series B.** It was moved and seconded (Beattie/Reynolds) to approve Resolution #27-02-03 authorizing issuance of 1999 General Obligation Bonds Series B. Mr. Banis reported that approval of this resolution authorizes the County to issue the bonds on behalf of the District. The issuance will be structured such that it will cover the sale of the bonds. The motion to approve Resolution #27-02-03 was adopted unanimously.
- b. **Board Policies 5000 Series – Students, R171-02-03.** It was moved and seconded (Reynolds/Dietel) to approve Board Policies 5000 Series – Students. Mr. Stratton reported that only pages where there were changes were included in this packet, and he outlined the changes that were made. The motion to approve Board Policies 5000 Series – Students was adopted unanimously.
- c. **Textbook Adoption – Foreign Language, R175-02-03.** It was moved and seconded (Dietel/Reynolds) to approve Textbook Adoption – Foreign Language. Mr. Stratton reported that the District does have funds for this adoption. This adoption is very important to the Foreign Language Committee. The motion to approve Textbook Adoption – Foreign Language was adopted unanimously.

3. Consent Agenda

It was moved and seconded (Reynolds/Dietel) 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 – Psychologist – 60% FTE Dana Khudaverdyan. Retirement – Sarah Stuhr. Resignations – Kristen Rosenquist, Autumn Hara. *CMSA:* Resignation – Gaylene van Zijll. *Classified:* New Hires – Substitute Custodian Francisco Landeros, Classified Substitute Gail Schultz. Reclassification – Beth Waas from Resource Center Coordinator to Office Assistant II. Resignations – Patty Russell, Cameron Saul. Retirement – Carole Smith.
- b. **Extra Duty/Extra Pay Report, P22-02-03.** The Board approved the Extra Duty/Extra Pay Report.
- c. **Special Activities: Palpitating Panthers Summer Competitions.** The Board approved the Palpitating Panthers Summer Competitions.
- d. **Non-Public School/Non-Public Agency Contracts, R179-02-03.** The Board approved the non-public school/non-public agency contracts.
- e. **Rejection of Claim, R180-02-03.** The Board approved the rejection of Claim #S 140092 MH.
- f. **Rejection of Claim, R181-02-03.** The Board approved the rejection of Claim #S 140162 MH.

- g. Gifts, R182-02-03.** The Board approved the following donations: \$26.38 from John & Fay Therrien, \$26.85 from Olga Horak, \$20.00 from Wei-Gung & Nien Tung Sun, \$81.00 from Karen Sherwood & Mark Borchert, \$22.00 from Keith Taylor & Alannah Isherwood, \$677.04 from Target, \$15.54 from Pepsi, \$600.00 from Edison International.
- h. Purchase Order List #14.** The Board approved Purchase Order List #14.

COMMUNICATIONS

Mr. Tracy reported on a letter from Assembly Member Joseph Simitian asking for the Board to support an Assembly bill.

Mrs. Reynolds said she would like a report from the PTA Nutrition Committee at the June 3 meeting. Mrs. Reynolds also said the Board should get back to the 9000 Series Board Bylaws after June 3.

Mr. Beattie reported that he received the financial statement from Boosters. The Golf Tournament realized gross revenues of approximately \$58,000 with the estimated net approximately \$45,000. There was outstanding participation by the community. Boosters does have a provision to retain 25% of the proceeds, but the rest will go to the 7-12 program.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 9:18 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, June 3, 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