

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

May 8, 2001

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:00 p.m. by President Barbara Racklin on May 8, 2001 in the La Cañada Elementary School Library at 4540 Encinas Drive in La Cañada, California. Present were Board Members Barbara Racklin, Jeanne Broberg, Jinny Dalbeck, Will Moffitt and Meredith Reynolds.

**CLOSED SESSION**

The Governing Board adjourned to Closed Session at 5:01 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 7:06 p.m. in the La Cañada Elementary School Library. Present were the five Governing Board Members, Mrs. Gonia, Dr. Leabo, Mr. Stratton, Mrs. Evans, and Secretary to the Superintendent Judy Mellick. There were approximately 25 people in the audience. Mrs. Racklin asked La Canada Mayor Anthony Portantino to lead the Pledge of Allegiance to the Flag.

**REPORT OUT OF CLOSED SESSION**

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

**APPROVAL OF MINUTES**

Mrs. Racklin stated that the minutes of the April 24, 2001 regular meeting and April 26, 2001 special meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. Mrs. Racklin amended the minutes of the April 26, 2001 special meeting to read, "Student #4-00-01. the student's parents. and translator Paul Kim were present." and "Present were the three Board

**REPORTS****1. Superintendent's Report**

Mrs. Gonia asked Assistant Superintendent of Business Services Maureen Evans to introduce the new Supervisor of Operations, Anthony Parada.

Mrs. Gonia provided an update on the 7/8, 9-12 issues that came out of the K-12 Options Committee report. A 7-12 staff committee is looking at what is working well and what can be done to address the issue of 7/8 having a stronger identity on the campus. The committee will be meeting later this month and Mrs. Gonia and Mr. Stratton will be joining that meeting. They hope to have a report on that meeting at a later date.

Mrs. Gonia reported that another recommendation that came from the K-12 Options Committee report was that the district conduct a survey to assess the level of community support for reopening FIS and the support for a possible parcel tax. District staff has researched some companies and have set up interviews with four – Education Research-School Political Services, Tramutola Company, HMC – School Advisors, Godbe Research & Analysis. Staff is now working on members of an interview panel. Confirmed are: Laura Olhasso, Ron Dietel, Craig Steele, plus one other member from the Bond Oversight Committee, Sally Spence, one Board member, Mrs. Gonia and Mrs. Evans. Mrs. Evans has asked the companies to do a presentation on how they will involve the community in working out the questions for the survey. In developing the survey questions, the District would also like to look at what can be learned from the survey other than the support of a bond.

Mrs. Broberg asked if there were other companies that had been screened out. Mrs. Evans replied that they had chosen companies who were available on the proposed date and also received recommendations.

Mrs. Reynolds commented that it was good that the District is interviewing companies with a variety of skills. Mrs. Evans said that copies of the K-12 Options report and minutes from the Board meetings had been sent to the companies to give them some idea about what was expected.

Mrs. Gonia reported that District staff had looked into the location of the childcare modulars at PCY and investigated how much it would cost to move them. A school site sub-committee, along with Mrs. Evans, Pete Voorhies, PCY Principal Donna Robinson, NTD Architects and PCM-3 Construction Managers, walked the site and looked at possible locations where the modulars might be moved. Staff members visited the Williams' home and gave a report of what they saw from the Williams' backyard looking into the schoolyard. There is a 10-foot fence with screening and foliage. The committee came up with three possible locations to move the modulars: Location #1 – this location would create additional traffic congestion, and would need to extend utilities, for a cost of approximately \$80,000. Location #2 – there is already lighting as part of the field lighting, and also water for irrigation of planters. there is an access gate. there would be

Way). The estimated cost of \$60,000 includes asphalt paving, moving and relocating the modulares and foundations, moving the 8'x10' storage container, planting materials, grading and compacting the old play area soil, electrical (lights, connections, etc.), plumbing, sewer, water, ramps and railings, and a small fence (3-foot) in front of the modulares. The potential source of funding is Developers Fees (Fund 73).

Mrs. Broberg asked if Mr. Stratton would share this information with the Child Care Roundtable.

**2. Student Representative Report**

Michael Kotick was unable to attend.

**3. Report from La Cañada Junior Women's Club**

Maureen Evans introduced Linda Bair, who reported on a gift from La Cañada Junior Women's Club. The Club voted to donate \$4,000 to help replace the stage curtains at Lanterman Auditorium. Ms. Bair introduced Junior Women's Club President Lucia Logan and Ways and Means Chair Annette O'Brien.

**Public Hearing**

This was a Public Presentation of 2001-2002 Negotiation Proposals. Mrs. Racklin opened the Public Hearing at 7:39. Hearing no comments, Mrs. Racklin closed the hearing at 7:40.

**Opportunity to address Board**

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

**1. First Reading**

- a. \*LCHS Library Roof Replacement, R224-00-01.** It was moved and seconded (Moffitt/Reynolds) to approve the LCHS Library Roof Replacement. Mrs. Evans introduced Pete Voorhies, Consultant, who gave a report on the library roof replacement. He had investigated the problems with the roof leaks and found they were due to poor workmanship. He contacted the contractor, who agreed that the work was bad. At that time, Mr. Voorhies reported, they also realized that the curb on the window needed to be raised. They received quotes to replace the windows and replace the insulation. The work is fundable by Deferred Maintenance.

Mrs. Dalbeck asked if this work needed DSA approval. Mr. Voorhies replied that it did not need DSA approval.

they don't have all the information on what the demand is. He reported that they propose to construct a partition wall that separates the cool side from the hot side. They did a utility cost comparison on the cooling side only. Based on this comparison, the savings would be approximately \$28,752.

Mrs. Reynolds asked if the modernization, which includes new piping, would affect the energy analysis. Mr. Woods replied that the existing piping is in pretty good shape at this time. The project is going to cost more than the \$270,000 limit originally set.

Mrs. Dalbeck asked if there were any waste water disposal issues. Mr. Woods replied that it is a closed system, so there would not be waste water disposal issues.

Mrs. Dalbeck said that she wanted to bring this onto the First Reading agenda, so everyone would be aware that they are talking about encroachment on bond dollars.

The motion to approve the Chiller Boiler Replacement was adopted unanimously.

- c. **\*Add CM Firm to List for Work on LCHS 600 Building, R223-00-01.** It was moved and seconded (Broberg/Reynolds) to approve adding a CM Firm to the List for Work on LCHS 600 Building. Mrs. Evans explained that last July the Board authorized staff to enter into contracts with construction management firms at its meeting on July 11, 2000. One of the three firms approved by the Board has indicated that it is not available to work on the "600" Building. PCM3 has been approved to work on "all other high school projects" and elementary school projects. It is recommended that PCM3 be added to the list as an approved construction management firm for the "600" building. The motion to approve adding a CM Firm to the List for Work on the LCHS "600" Building was adopted unanimously.

- d. **\*BP 6174 Education for English Language Learners, R231-00-01.** It was moved and seconded (Dalbeck/Moffitt) to approve BP 6174 Education for English Language Learners. Mr. Stratton explained that the proposed revisions include the redesignation criteria and parent waiver rights.

Mrs. Dalbeck asked how long it usually takes for a student to acquire a reasonable level of English proficiency. Mr. Stratton replied that it was usually about a year. The motion to approve BP 6174 Education for English Language Learners was adopted unanimously.

- e. **\*Career Counselor Job Description, R232-00-01.** It was moved and seconded (Broberg/Moffitt) to approve the Career Counselor Job Description. Dr. Leabo explained that this is a new position at the high school this year. Earlier this year the District laid off the position of Director of the 21<sup>st</sup> Century, which included career counseling.

LCTA President Richard Weld addressed the Board.

- f. **\*Memorandum of Understanding Between LCUSD and LCTA Regarding Leaves, R234-00-01.** It was moved and seconded (Reynolds/Dalbeck) to approve the Memorandum of Understanding Between LCUSD and LCTA Regarding Leaves. Dr. Leabo explained that in the past teachers had been granted leaves when they were requested. Since there is a teacher shortage, the District is looking at leaves more closely. She also said that there is a deadline of March 15 of each year to submit leave requests, which had not been adhered to. The District has denied three leave requests this year which in the past would probably have been approved. Denials were based on shortage in some credentialed areas and teachers not submitting their requests by the deadline. Because the denials are a change from past practice, the District and LCTA propose a Memorandum of Understanding.

Mrs. Broberg asked if the deadline date could be publicized in the future so everyone knows. Dr. Leabo replied that the District has agreed with the Association that certain dates should be published so that everyone would be aware of them.

It was moved and seconded (Reynolds/Moffitt) to amend the MOU paragraph 1: "...the teacher will submit an official resignation to the District May 18, 2001 to be effective June 30, 2001." The motion to amend the MOU was adopted unanimously. The motion to approve the amended Memorandum of Understanding between LCUSD and LCTA regarding Leaves was adopted unanimously.

- g. **\*Resolution #22-00-01 Proclaiming May 20 through 26, 2001 as Classified School Employees Week.** It was moved and seconded (Moffitt/Broberg) to approve Resolution #22-00-01 Proclaiming May 20 through 26, 2001 as Classified School Employees Week. Dr. Leabo explained that this is an opportunity to acknowledge the work of classified employees. The motion to approve Resolution #22-00-01 Proclaiming May 20 through 26, 2001 as Classified School Employees Week was adopted unanimously.
- h. **\*Proposed Change of Board Meeting Date, R237-00-01.** It was moved and seconded (Dalbeck/Reynolds) to approve the change of Board Meeting Date from June 26 to June 19, 2001. Mrs. Gonia explained that she has been asked by ACSA to help develop a professional development program for new superintendents. The kick-off of this program is June 25, 26, 27, so she would like to change the Board meeting date to allow her to attend the kick-off of the professional development program. The motion to approve the change of Board Meeting date was adopted unanimously.

### **Consent Agenda**

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

- h. Accept Bid for Pest Control Services, R227-00-1.**
- i. Gifts, R222-00-01.**
- j. Purchase Order List #17.**

### **COMMUNICATIONS**

Mrs. Broberg said that in the past there has been a 1-page calendar sent to parents with the final report card, that has the dates of the first and last days of school, and winter and spring breaks, etc. Mr. Stratton replied that he would be working with Human Resources on getting those out.

Mrs. Racklin asked if the Board feels they need to have representation on the panel to interview Bond Survey companies. Mrs. Reynolds said she feels it would be good to have Board input. Mrs. Dalbeck said that it is important because Board members have been through the process before and it would be helpful for an experienced person to be there. Mrs. Racklin asked if the Board would have the opportunity to have input in the survey questions after the firm is chosen. Mrs. Evans said that it is something they have been planning on including. The companies that will be interviewed have been asked to include in their presentation how they would solicit input for the survey questions. Mrs. Broberg said that it is vital to have Board input in the interviews. Mr. Moffitt said that he would be comfortable with or without a Board member on the panel and taking staff recommendation. Mrs. Racklin asked who would like to volunteer to sit on the interview panel. Mrs. Broberg volunteered to be on panel.

Mrs. Reynolds reported that the Bond Oversight Committee met today. They will be coming to the Board meeting on May 22 to give their annual report on what they have done and what they plan to do in the future.

Mrs. Dalbeck said that 5-Star Coalition would be meeting on May 21. This meeting will include a conference call with Jeff Frost, who will provide a summary on the Governor's Budget.

Mrs. Dalbeck reported that the Joint Use Committee met last week. The District's legal counsel created a draft agreement with the City on the joint use of fields. There were a lot of suggestions, which will go back to District's legal counsel for a second draft.

Mrs. Dalbeck said that she was appointed to the UC Santa Barbara Board of Trustees. She will be serving on the leadership panel, dealing with superintendent recruitment, training, etc. Mrs. Gonia said that administrative recruitment is also an issue for ACSA. The administrator shortage is becoming almost as critical as the teacher shortage.

Mrs. Racklin reported that she participated in two programs that acknowledged children in district – the Spotlight on Students at the PTA Council meeting, and the Industry Education Council Banquet at the Burbank Hilton. This program honors students for school to career achievements.

Mr. Moffitt said that those are the things the Board likes to attend, where students are being recognized

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**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 8:35 p.m. The Next Regular Meeting of the Governing Board will be held on May 22, 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**

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Jeanne Broberg, Clerk, Governing Board

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Date