

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

June 4, 2002

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:00 p.m. by President Jinny Dalbeck on June 4, 2002 in the La Cañada High School Information Resource Center at 4463 Oak Grove in La Cañada, California. Present were Board Members Andy Beattie, Jimmy 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 Library. Present were the five Board Members, Superintendent Sue Leabo, Deputy Superintendent of Educational Services Jim Stratton, and Chief Business Officer Dave Banis. Closed Session adjourned at 5:45 p.m.

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

GOVERNING BOARD WORKSHOP – Interdistrict Transfers

The Governing Board convened a workshop on Inter-district Transfers at 6:08 p.m. Present were the five Board members, Dr. Leabo, Jim Stratton, Dave Banis, and Secretary to the Chief Business Officer Kim Bergner. There were approximately 75 people in the audience.

Superintendent Dr. Leabo, Deputy Superintendent of Educational Services Jim Stratton and Chief Business Officer Dave Banis gave a PowerPoint presentation, which provided the Board with information on the impact of Class Size Reduction (CSR) and Inter-district Transfers on program, staffing and budgets.

Dr. Leabo presented the public and the board with information regarding the relevant Education Codes and District Policies, and current and projected enrollment information. Mr. Stratton presented information regarding space issues and educational issues. Mr. Banis presented financial information. Dr. Leabo closed with a presentation on additional teacher benefits.

After the presentation, the board presented questions to the District panel. Mr. Tracy questioned whether Inter-district students are guaranteed their seat for the entire school year. Dr. Leabo stated that they are not. If the space is needed by a resident student, a student may be asked to leave the district based on reverse priority.

Mr. Banis stated that Class Size Reduction (CSR) will cause an encroachment on the general fund at approximately \$340,000 for the 2002-03 school year. The encroachment for this school year (2001-02) was approximately \$500,000.

The following audience members addressed the Board on this issue:

Karen Mathison, parent
Megan Campbell, parent

Linda Hilton, parent
 Alex Swarta, parent
 Lisa McCann, Occupational Therapist, LCUSD Employee
 Jenny Hendler, Paradise Canyon teacher
 Janine Kauffman, La Canada Elementary Teacher
 Kathleen Salmi, 3rd grade teacher Palm Crest
 Diane Mathis, LCHS teacher
 Joan Patterson, Palm Crest teacher
 Richard Weld, President LCTA, LCHS teacher
 Glen Eckerle, parent
 Monica Heath, parent
 Sally Kalaghan, parent
 Mary Jane Hufstedler, LCHS teacher
 Richard Tetu, LCHS teacher

Student Representative JoAnn Bicknell stated that the teachers of La Cañada Unified School District benefit from teaching the students of La Cañada, that the teachers are stating that they may leave due to the decision to pull these children but they need to look at the benefits of working with the district. The residents pay to live in the district so they can benefit by going to La Cañada schools.

Mr. Dietel thanked the parents, teachers and community members for attending the workshop.

The workshop was adjourned at 8:25 p.m.

REGULAR MEETING

The Regular Meeting of the Governing Board was reconvened at 8:34 p.m. in the La Cañada High School Information Resource Center. Present were all members of the Governing Board, Dr. Leabo, Jim Stratton, Dave Banis, JoAnn Bicknell, and Secretary to the Chief Business Officer, Kim Bergner. There were approximately 8 people in the audience. Mrs. Dalbeck asked LCHS teacher Sarah Stuhr to lead the Pledge of Allegiance to the Flag.

REPORT OUT OF CLOSED SESSION

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

APPROVAL OF AGENDA

It was moved and seconded (Beattie/Dietel) to approve the agenda. The motion to approve the agenda as submitted was adopted unanimously.

APPROVAL OF MINUTES

Mrs. Dalbeck stated that the minutes of the May 21, 2002 regular meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. Mr. Dietel asked for acronym clarification and requested that in the future words be spelled out. Minor changes were requested. The minutes of the May 21, 2002 regular meeting were approved as corrected.

REPORTS

1. **Superintendent's Report**
 Dr. Leabo had no report this evening.

2. **Student Representative Report**

JoAnn Bicknell stated that there are many events coming up in the last couple days of school. Sunday, June 9th the Chambers Singers are having their last concert at La Canada Presbyterian Church. June 10th is Senior Awards Night. June 12th is Pops Concert, which is All Choir. Senior Brunch is June 18th and Graduation is June 19th.

3. **President's Report**

Mrs. Dalbeck thanked Ms. Bicknell for representing the students this year. Mrs. Dalbeck would like to invite Ms. Bicknell to come back to the Board in July to receive an appreciation plaque. Mrs. Dalbeck distributed an article regarding AB2160, which was pulled from the floor of the assembly. This bill is regarding Collective Bargaining. The other item distributed was a letter from California School Boards Association regarding the Budget Revise.

Opportunity to address Board

There were no requests to address the Board.

Public Hearing

1. **Statement of Assurances for 2001-2002 Pupil Textbook and Instructional Materials Incentive Program for grades K-12.** This is a state requirement to be eligible to receive Schiff-Bustamante Funds. Mr. Stratton stated that the district has sufficient textbooks and instructional materials for each student. Mrs. Dalbeck opened the public hearing at 8:48 p.m.

Hearing no comments from the public, Mrs. Dalbeck closed the hearing at 8:50 p.m.

PROPOSED ACTION ITEMS

1. **First Reading**

a. **2002-2003 Proposed Budget**

Mr. Banis stated that the numbers in the User Friendly Budget Book are estimates. The state budget is not in yet so the numbers can and probably will change. Mr. Banis stated that the base revenue limit per pupil funding is projected to be \$4,745. There is no revenue Limit Deficit this year. Mr. Banis stated that Maintenance will take a big hit this year but he would like to make Maintenance a priority if funds become available. Mr. Banis stated that close to 98.9% of the District's unrestricted state and federal income goes to Salaries and Benefits. Health and Welfare benefit costs are increasing by 16.6%. COLA and increased revenue does not meet this increase. Mr. Banis stated that August would bring more clarity to the final numbers. Mr. Banis thanked the Business Services staff for their hard work in preparing this budget.

Dr. Leabo stated that Mr. Banis is increasing the budget per student. The high school allocation is \$52.60, which is a \$15.00 increase over last year. The elementary allocation is \$38.80, which is a \$5.00 increase over last year.

Mr. Banis stated that LCUSD is not alone in the current budget situation. Other Districts are going through the same thing. Mrs. Reynolds stated that the District makes great efforts at not making cuts in the classroom. Mrs. Reynolds stated that, in light of the workshop, she would like to see where the district might find the \$100,000 to fund an additional classroom per grade at the second reading of the budget. The Board would like to consider the impact on the perk of allowing teachers' children into the district. Mr. Dietel would like to know what the long term costs would be. Dr. Leabo will put together some information for the next Board Meeting. The projection for next year is

that next year's budget will have the same problems, if not more. The proposed budget for 2002-2003 will be brought back to the Board for approval at the next meeting.

- b. ***Resolution #27-01-02 Temporary Cash Transfer and Resolution #28-01-02 Temporary Borrowing.** It was moved and seconded (Reynolds/Beattie) to approve these two resolutions. This is a routine practice to make arrangements with LACOE for protection against any temporary cash shortage to a maximum of \$1,000,000 and to enable the District to transfer cash between District funds, if needed. The motion to approve Resolutions #27-01-02 and #28-01-02 was adopted unanimously.
- c. ***Resolution #26-01-02 Statement of Assurance of Availability of Pupil Textbook and Instructional Materials for Fiscal Year 2001-2002 for Grades K-12.** It was moved and seconded (Reynolds/Dietel) to approve this resolution. This resolution is in reference to the earlier public hearing. This resolution is needed to certify that the district has sufficient textbooks and instructional materials for each student or will have prior to the end of the fiscal year. The motion to approve Resolution #26-01-02 was adopted unanimously.
- d. ***Resolution #30-01-02 Statement of Assurance of Standards Alignment of Pupil textbook and Instructional Materials Grades 9-12 for Fiscal Year 2001-2002.** It was moved and seconded (Tracy/Beattie) to approve Resolution #30-01-02 Statement of Assurance of Standards Alignment of Pupil Textbook and Instructional Materials Grades 9-12 for Fiscal Year 2001-2002. Mr. Stratton stated that in 2001-2002, the text, *Earth Science*, McDougal Littell Publisher, was recommended by a faculty committee and judged to be aligned with state standards for Earth Science. The motion to approve Resolution #30-01-02 was adopted unanimously.
- e. **Textbook Adoption: *Earth Science (McDougal Little)*, Grades 9-12 R232-01-02.** This textbook will enable students to meet the new UC standards and will also help students meet the requirements for the standards test in Earth Science. This item will be brought back for approval at the next meeting.
- f. **Textbook Adoption: *Structure and Method, Course 2 (McDougal Littell)*, Grade 8, R233-01-02; *Pre-Algebra (Prentice Hall)* Grade 7, R243-01-02; and *Harcourt Math 2002 (Harcourt)*, Grades K-6, R234-01-02.** The Grade 8 textbook has been reviewed by staff and it was found that this textbook is aligned with Grade 8 Schiff-Bustamante guidelines, which allows the district to spend money on this textbook. The Grade 7 Pre-Algebra textbook was found to be the book that was best aligned with the Algebra Book. The Grade 6 *Harcourt Math 2002* textbook selection process was quite extensive for the adoption of this textbook. Mr. Dietel highly recommended Harcourt Brace. Mr. Stratton stated that the teachers took this process very seriously and stated that it is a very detailed process and they did a great job at preparing this recommendation. This item will be brought back for approval at the next meeting.
- g. ***VariableTerm Waiver Request, R247-01-02.** It was moved and seconded (Tracy/Beattie) to approve the Variable Term Waiver Request. Dr. Leabo stated that a teacher is out on a long-term leave and the district has employed a temporary teacher at the La Cañada High School (7/8) who has not yet completed credential requirements. The motion to approve the Variable Term Waiver Request was adopted unanimously.
- h. **Resolution #29-01-02 Layoff of Classified Positions.** This item is being presented for first reading only. Dr. Leabo stated that classified employees are very valuable to the District. There have been some resignations since this list was compiled and it is hoped that there will be positions available that would reduce the names on the list. There has

been a reduction in SCRIP funding that has resulted in a reduction in hours. The Educational Foundation will be picking up some hours. This item will be brought back for approval at the next meeting.

2. Second Reading

- a. **Approve Proposed Agreement between California School Employees Association and La Cañada Unified School District, R220-01-02.** It was moved and seconded (Reynolds/Tracy) to approve the proposed agreement between California School Employees Association and La Cañada Unified School District. The LCUSD and CSEA reached tentative agreement during the 2001-02 negotiations session on a three-year agreement from July 1, 2002 through June 30, 2005. Mr. Banis stated that the district is fortunate to have an agreement with CSEA and the district has agreed to an extra holiday and to move the position of Secretary/Registrar to Range 26. Clarification on Compensation/Overtime was also agreed to. The motion to approve the proposed agreement between California School Employees Association and La Cañada Unified School District was adopted unanimously.

3. Consent Agenda

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

- a. **Personnel Report, P2r-01-02.**
- b. **Extra-Duty/Extra-Pay Report, P27-01-02**
- c. **Payment to PAR Joint Panel Alternate, R246-01-02**
- d. **ALF Fine Arts Academy Agreement, R230-01-02**
- e. **ALF-CAP Sprouts Agreement, R231-01-02**
- f. **Request for Physical Education Exemption, R245-01-02**
- g. **GATE Application 2002-03, R236-01-02**
- h. **Authorization to Make Appropriations Transfer, R237-01-02**
- i. **Contract Award Recommendation for Elementary Modernization, R239-01-02**
- j. **Renewal of School Services Contract, R240-01-02**
- k. **Contract Approval for LACOE Network Services and Support, R241-01-02**
- l. **Change Orders for Elementary Modernization, R244-01-02**
- m. **Gifts, R242-01-02**
- n. **Purchase Order List #17**

COMMUNICATIONS

Mrs. Reynolds stated that the air conditioning in the Information Resource Center has improved but still needs improvement.

RECONVENED TO CLOSED SESSION

The Governing Board reconvened to closed session at 10:20.

REPORT OUT OF CLOSED SESSION

The Board reconvened to open session at 10:49 and reported that no action was taken in closed session.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 10:50 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, June 25, 2002, at 7:00 p.m. in the La Cañada High School Information Resource Center.

Sue Leabo, Superintendent
Secretary to the Governing Board

MINUTES APPROVED

Meredith Reynolds, Clerk of the Governing Board

Date