

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

July 16, 2002

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 4:30 p.m. by President Jinny Dalbeck on July 16, 2002 in the La Cañada High School Information Resource Center at 4463 Oak Grove in La Cañada, California. Present were Board Members Jinny Dalbeck, Andy Beattie, Ron Dietel, Meredith Reynolds, and Scott Tracy, and Deputy Superintendent of Educational Services Jim Stratton.

CLOSED SESSION

The Governing Board adjourned to Closed Session at 4:31 p.m. in the La Cañada High School Information Resource Center Workroom. Present were the five Board Members, and Deputy Superintendent of Educational Services Jim Stratton. Closed Session adjourned at 5:00 p.m.

EXPULSION HEARING

The Governing Board convened an expulsion hearing at 5:01 p.m. on Student #1-01-02. It was moved and seconded (Reynolds/Dietel) to accept the stipulated expulsion of Student #1-01-02. The motion to accept the stipulated expulsion of Student #1-01-02 was adopted unanimously.

AYES: Beattie, Dalbeck, Dietel, Reynolds
NAYS: None
ABSENT: Tracy

It was moved and seconded (Beattie/Reynolds) to suspend the stipulated expulsion of Student #1-01-02. The motion to suspend the stipulated expulsion of Student #1-01-02 was adopted unanimously.

AYES: Beattie, Dalbeck, Dietel, Reynolds
NAYS: None
ABSENT: Tracy

The Governing Board convened an expulsion hearing at 5:07 p.m. on Student #2-01-02. It was moved and seconded (Beattie/Reynolds) to accept the stipulated expulsion of Student #2-01-02. The motion to accept the stipulated expulsion of Student #2-01-02 was adopted unanimously.

AYES: Beattie, Dalbeck, Dietel, Reynolds
NAYS: None
ABSENT: Tracy

It was moved and seconded (Dietel/Beattie) to suspend the stipulated expulsion of Student #2-01-02. The motion to suspend the stipulated expulsion of Student #2-01-02 was adopted unanimously.

AYES: Beattie, Dalbeck, Dietel, Reynolds
NAYS: None
ABSENT: Tracy

The expulsion hearing was adjourned at 5:12 p.m.

CLOSED SESSION

The Governing Board reconvened Closed Session at 5:15 p.m. in the La Cañada High School Information Resource Center Workroom. Present were the five Board Members, Deputy Superintendent of

Educational Services Jim Stratton and Chief Business Officer Dave Banis. They were joined at 5:30 by legal counsel Terry Tao. Closed Session adjourned at 7:00 p.m.

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

REGULAR MEETING

The Regular Meeting of the Governing Board was reconvened at 7:06 p.m. in the La Cañada High School Information Resource Center. Present were the five Governing Board Members, Mr. Stratton, Mr. Banis, and Secretary to the Superintendent Judy Mellick. There were approximately 20 people in the audience. Mrs. Dalbeck asked student Justin Graham to lead the Pledge of Allegiance to the Flag.

REPORT OUT OF CLOSED SESSION

Mrs. Dalbeck reported that the Board took action in Closed Session to accept a settlement agreement as recommended by Mr. Banis.

APPROVAL OF AGENDA

It was moved and seconded (Reynolds/Tracy) to approve the agenda. It was moved and seconded (Beattie/Tracy) to amend the agenda as follows: move Item 2a from Second Reading to Deputy Superintendent's Report; move items 3j, 3l, 3m, and 3n from the Consent Agenda to First Reading* as Item 1h. The motion to amend the agenda was adopted unanimously. The motion to approve the amended agenda was adopted unanimously.

APPROVAL OF MINUTES

Mrs. Dalbeck stated that the minutes of the June 25, 2002 regular meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes of the June 25, 2002 regular meeting were approved as amended.

REPORTS

1. Deputy Superintendent's Report

- a. Introduction of New Staff – Mr. Stratton introduced Cynthia Keech, new Assistant Principal at LCHS. Cynthia has several years of experience as Assistant Principal and also as Dean of Students. She will be starting immediately upon Board approval.
- b. LCHS Dress Code – Mr. Stratton reported that the Board acknowledges that the high school has authority to establish a dress code and appreciates the high school bringing the information to the Board. The Board is interested in hearing about the next steps in terms of implementation and any other information the high school administration would like to share with the Board. Dr. Leininger thanked Mrs. Ricewater, who worked with the committee. Dr. Leininger explained that the high school administration has been asked by staff and parents to give more clarification as to what is appropriate and what is not appropriate dress. Based on input tonight, the high school will send out a letter within the next week to let parents and students know about the new dress code. The language identifying discriminatory symbols has been amended to be consistent with the Education Code. The dress code also addresses the consequences for violation. Dr. Leininger

reported that the administration will look at what has happened by Winter break and reconvene the committee to review the number of violations and make further recommendations. Mrs. Ricewasser would be the primary contact for any input on the dress code. Dr. Leininger will work with ASB to have an ASB liaison.

Mrs. van Zijll reported that 7/8 has had their dress code, which is a little more specific than the one proposed for the high school, in place for two years. She speaks with each class at the beginning of the year to get buy-in by all students.

Dr. Leininger said the administration does period by period assemblies at the beginning of the year, so the dress code will be discussed at that time.

Mrs. Ricewasser said that administration made sure they had representation from students, parents, and staff. There were five students on the committee to begin with, but only four who came regularly.

The following audience members addressed the Board on this issue:

Justin Graham, student

Diana Caley, student

Dr. Leininger said that they will work with the student house of representatives, which has representatives from every homeroom, and they will review this dress code frequently.

Mrs. Dalbeck thanked the principals and assistant principal for bringing this information to the Board.

- c. LCE Principal Update – Mr. Stratton reported that La Cañada Elementary School Principal Lily Ogden has submitted a letter of resignation. Her husband has been reassigned to a ministerial position in Chicago. The Superintendent and Cabinet will make a recommendation for interim leadership and then discuss the process of hiring a permanent replacement. Mr. Stratton explained that the Superintendent is responsible for appointing an interim principal. Mr. Stratton explained that administration expects that an interim would be in place for most of the school year in order to provide continuity of leadership.

The following audience member addressed the Board on this issue:

Lisa Singelyn, LCE PTA President

Mr. Stratton said there is an interview process for permanent positions where parents, administrators and staff members participate. The Superintendent will make the final selection with advice from the Cabinet, which consists of the Deputy Superintendent of Educational Services and the Chief Business Officer. The Superintendent will then take final recommendation to the Board for approval.

- d. 7-12 Configuration Committee Update – Mr. Stratton reported that this committee is a sub-committee of the K-12 Options Committee. They have been studying options for the structure of Grades 7/8. The Committee met at the end of the year to do an assessment of what had occurred during the year. The question of scheduling and bells is still being discussed. A task force is being created with a slightly larger membership, consisting of the addition of four teachers and one more parent. The task force will deal with what responsibilities are 7/8 and what responsibilities are 9-12, who deals with what issues, etc. They will make recommendations to the Superintendent as to whether it is a 7-12 program with a 7/8 emphasis and a 9-12 emphasis or a 7/8 program and a 9-12 program.

Mr. Dietel asked if there are parent openings on the task force. Mr. Stratton said there is one parent position open. Interested parents should contact Dr. Leabo.

- e. Summer Curriculum Work – Mr. Stratton reported that there are groups of teachers developing curriculum this summer. Elementary teachers are working on writing assessment and prompts, the Science Department is finalizing curriculum documents, and PE is developing its curriculum in line with Title V.

Opportunity to address Board

The following audience members addressed the Board:
None

PROPOSED ACTION ITEMS

1. First Reading

- a. ***English Language Acquisition Program Application, R16-02-03.** It was moved and seconded (Reynolds/Beattie) to approve the English Language Acquisition Program Application. Mr. Stratton explained that these are monies available from the state for assistance in the English language development program. The District has received money in the past under this grant and just received notification that money was available. The motion to approve the English Language Acquisition Program Application was adopted unanimously.
- b. ***Resolution #1-02-03 Statement of Assurance of Standards Alignment of Pupil Textbook and Instructional Materials Grades 9-12 for Fiscal Year 2002-03.** It was moved and seconded (Beattie/Dietel) to approve Resolution #1-02-03 Statement of Assurance of Standards Alignment of Pupil Textbook and Instructional Materials Grades 9-12 for Fiscal Year 2002-03. Mr. Stratton explained that the Board must validate that a 9-12 textbook that is being brought to the Board for approval is aligned with state standards. The motion to approve Resolution #1-02-03 was adopted unanimously.
- c. ***Textbook Adoption: *College Algebra and Trigonometry, A Contemporary Approach, R20-02-03, Focus on Life Science, R21-02-03, Health Skills for Wellness, R22-02-03.*** It was moved and seconded (Tracy/Reynolds) to approve the Textbook Adoption. Mr. Stratton explained that the District is bringing three textbooks to the Board for adoption. All textbooks are aligned to standards. The motion to approve the textbook adoption was adopted unanimously.
- d. ***English $\frac{3}{4}$ Electives, R23-02-03.** It was moved and seconded (Dietel/Reynolds) to approve the English $\frac{3}{4}$ Electives. Mr. Stratton explained that the District is in the third year of bringing these proposed electives to the Board. The motion to approve the English $\frac{3}{4}$ electives was adopted unanimously.
- e. ***Approval of Joint Use Committee Recommendations.** It was moved and seconded (Beattie/Tracy) to approve the Joint Use Committee Recommendations. Mr. Banis explained that the Joint Use Committee has recommended the complete renovation of the elementary school outfields and the installation of lighting for the LCHS outdoor basketball courts. Mrs. Reynolds said that throughout the process, the City has been working with the principals to be sure there are no problems with construction or summer school. The motion to approve the Joint Use Committee Recommendations was adopted unanimously.

- f. ***Approval of Amendment to Employment Agreement for Superintendent, R24-02-03.** It was moved and seconded (Reynolds/Dietel) to approve the Amendment to the Employment Agreement for the Superintendent. Mrs. Dalbeck explained that, at a recent Closed Session meeting dealing with the Superintendent's evaluation, the Board decided to extend Dr. Leabo's contract to 2005, based on an outstanding evaluation. The amendment to the contract reflects the date changes. The motion to approve the Amendment to the Employment Agreement for the Superintendent was adopted unanimously.
- g. **Approval of contract between LCTA and LCUSD, R18-02-03.** Mr. Banis explained that negotiations have been completed and a tentative agreement has been reached. Mrs. Hufstedler, LCTA President, said that LCTA members overwhelmingly ratified the contract. This item is presented for first reading only.
- h. **Lease Amendment for Pinewood, R6-02-03, Lease Amendment for Renaissance Academy, R10-02-03, Lease Agreement for Hogg's Hollow, R11-02-03, and Lease Agreement for Toddler University, R12-02-03.** It was moved and seconded (Beattie/Reynolds) to approve the lease agreements, conditional upon receipt of credit information, financial statements, proof of insurance and written acceptance by these lessees. Mr. Banis explained that the contracts have been split at the request of the lessees. Mrs. Reynolds pointed out that the District is not singling out these organizations for credit information and proof of insurance, but since the District is dependent on the lease income, it is necessary to be very careful.

2. Second Reading

- b. **CMSA Agreement, R251-01-02.** It was moved and seconded (Tracy/Reynolds) to approve the CMSA Agreement. Mr. Banis explained that this is second reading for changes to the agreement with CMSA. The motion to approve the CMSA Agreement was adopted unanimously.

3. Consent Agenda

It was moved and seconded (Dietel/Tracy) to approve the Consent Agenda as amended. The motion to approve the Consent Agenda was adopted unanimously.

- a. **Personnel Report, P1-02-03.**
- b. **Approval of Job Description, R9-02-03.**
- c. **Special Activity: Pep Squad to Summer Camp, August 12-15, 2002, R17-02-03.**
- d. **Student Teaching Agreement with Azusa Pacific University, R19-02-03.**
- e. **Non-Public School/Non-Public Agency Contracts, R265-01-02.**
- f. **Non-Public School/Non-Public Agency Contracts, R1-02-03.**
- g. **Los Angeles County Office of Education Mandated Costs Service, R2-02-03.**
- h. **Contract Approval for Reynolds Consulting Group, R3-02-03.**
- i. **Notice of Completion, R4-02-03.**
- j. **Los Angeles County Office of Education Business and Financial Data Processing Contract, R7-02-03.**
- k. **Change Orders for New Library, R13-02-03**
- l. **Approval of Agreement with Los Angeles County Sheriff Department for Safety and Security, R14-02-03.**
- m. **Change Orders for Elementary Modernization, R15-02-03.**
- n. **Gifts, R8-02-03.**
- o. **Purchase Order Lists #1 and #19.**

COMMUNICATIONS

Mrs. Dalbeck reported that, traditionally, Board phone numbers, addresses and e-mails have been listed in the master calendar. She asked the Board members to discuss what information they would like to have listed in the master calendar and on the web site. After discussion, the Board reached a consensus to have e-mail addresses on the web site, and to have their address, phone numbers and e-mail addresses in the master calendar.

Mrs. Dalbeck reported that the YMCA is requesting a Board liaison. After discussion, the Board requested that staff come back with a recommendation on this issue. Specifically, the Board would like the recommendation to address the possibility of a conflict of interest, and whether there are other organizations in the community where a Board liaison would be helpful.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 8:49 p.m. The Next Regular Meeting of the Governing Board will be held on **Thursday, August 22, 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

Date