

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

December 5, 2006

The Annual Organizational Meeting of the Governing Board of La Cañada Unified School District was called to order at 4:00 p.m. by President Scott Tracy on December 5, 2006 in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were Board Members, Scott Tracy, Jinny Dalbeck, Susan Boyd, Cindy Wilcox, and Joel Peterson.

WORKSHOP: Governing Board Bylaws

The Governing Board workshop began at 4:00 p.m.

The Governing Board reviewed existing Board Bylaws and made revisions as agreed upon by the Board.

The workshop was adjourned at 5:30 p.m.

CLOSED SESSION

The Governing Board adjourned to Closed Session at 5:30 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada, California. Present were the five Board Members, Superintendent James Stratton, Deputy Superintendent Bill Loose and Assistant Superintendent Mike Leininger. Closed session adjourned at 7:00 p.m.

MEMBERS PRESENT: Mr. Scott Tracy, President
 Mrs. Jinny Dalbeck, Vice President
 Mrs. Susan Boyd, Clerk
 Mrs. Cindy Wilcox, Member
 Mr. Joel Peterson, Member

REGULAR MEETING

The Regular Meeting of the Governing Board was reconvened at 7:12 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada. Present were the five Governing Board Members, Mr. Stratton, Dr. Loose, Dr. Leininger and Executive Secretary to the Superintendent Kim Bergner. There were approximately 28 people in the audience. Mr. Tracy asked Lucy Park to lead the Pledge of Allegiance to the Flag.

REPORT OUT OF CLOSED SESSION

Mr. Tracy reported there was no action taken in closed session.

APPROVAL OF AGENDA

It was moved and seconded (Peterson/Boyd) to approve the agenda. It was moved and seconded (Dalbeck/Boyd) to move the election of officers to after the signature of Code of Ethics. The motion to move the election of officers was adopted by a 4:1 vote with Mrs. Wilcox dissenting. Mrs. Wilcox stated that if the Board had a new member who needed to be seated, they should be sworn in at the beginning of the meeting since their term starts in December, and that new officers should be elected immediately following the swearing in. The motion to approve the agenda as amended was adopted unanimously.

APPROVAL OF MINUTES

Mr. Tracy stated that the minutes of the October 2, 2006; October 3, 2006; October 24, 2006 and October 30, 2006 meetings of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes of the October 2, 2006; October 3, 2006; October 24, 2006 and October 30, 2006 meetings of the Governing Board were approved as presented.

REPORTS**1. Student Representative Report**

Mr. Heaton was not in attendance.

2. Superintendent's Report

Mr. Stratton announced the presentation of two T.H.A.N.K.S. (Things Happen and Now Kids Succeed) awards. The Kiwanis Club of La Cañada and The La Cañada Flintridge Outreach Committee are two organizations that have gone above and beyond to support the district by raising funds for the La Cañada Educational Foundation. Representatives from both organizations were present to receive the awards. Heaja Kim, President of the La Cañada Flintridge Outreach Committee, was present to receive the award on behalf of the Outreach Committee. Past President and Co-Facilitator of the Kiwanis 4th Annual Wine & Gourmet Food Tasting Event Daryl Gant was present to accept the award on behalf of Kiwanis.

3. President's Report

Mr. Tracy introduced Janna Gosselin and Graham Stumpf of the Educational Foundation who were present for a presentation to the district.

PRESENTATIONS

Janna Gosselin and Graham Stumpf were present on behalf of the La Canada Flintridge Educational Foundation to present the district with a check in the amount of \$1,265,000. Mr. Tracy and other members of the Governing Board thanked the Educational Foundation for their commitment and generous contribution to the district.

OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

None

PROPOSED ACTION ITEMS**1. First Reading**

- a. **First Interim Budget, R70-06-07.** It was moved and seconded (Dalbeck/Boyd) to approve the First Interim Budget. Dr. Loose briefly discussed the budget cycle. Dr. Loose reviewed the General (Combined) budget report. Revenue was reviewed and discussed. Other State has increased by \$862,817 primarily due to an increase in Mandated Cost reimbursements. Local Revenue has shown an increase of \$560,663. Expenditures were briefly reviewed. The fund change for the First Interim shows an increase of \$1,225,650. Upon completion of Dr. Loose's discussion it was asked what the district is doing in regard to declining enrollment. Dr. Loose responded that an

ongoing decline has been built in as a budget assumption. Mrs. Wilcox asked about class sizes. Dr. Loose responded that the budget is based on K-3 at 20:1; 4 – 6 at 33 and 7-12 at 36:1. Dr. Loose also reported that the district is currently in negotiations and therefore the budget does not reflect any increase. Other Local Income was reviewed and discussed. Dr. Loose discussed step and column costs and reported they have been included in the first interim budget and are a non negotiated increase. The budget also includes an increase in health and welfare of statutory COLA of 5.92%.

Mr. Tracy asked for clarification on the transfer requests. Dr. Loose clarified the transfer requests to the Mandated Cost Special Reserve Fund, the Deferred Maintenance Fund and the Post Retirement Employee Benefits.

Dr. Loose reported on COLA stating that in August the projection for the 2007-08 COLA was 4.7%. However, the District recently received advisories from the state that the COLA projection for 2007-08 has been revised to 3.8%.

The reporting of the Education Foundation donation was discussed. The Board agreed that in the future the District should agree on a percentage of the Education Foundation monies received and not count on this year's generosity. Mr. Tracy gave direction to staff to reduce the projection from the Foundation to be \$1,000,000. The motion to approve the First Interim Budget was adopted unanimously.

- b. **Resolution 12-06-07 Accounting of Developer Fees for 2005-06.** It was moved and seconded (Wilcox/Dalbeck) to approve Resolution 12-06-07 Accounting of Developer Fees for 2005-06. Dr. Loose reported that Senate Bill 1693 requires school districts to track the deposits and expenditures of Developer Fees in a separate fund or account. Included in the Senate Bill requirements is an annual report to the Board disclosing the collection and distribution of all Developer Fees. Presented is the 2005-06 annual report. The motion to approve Resolution 12-06-07 Accounting of Developer Fees for 2005-06 was adopted unanimously.
- c. **Approve Board Meeting Calendar, R66-06-07.** It was moved and seconded (Boyd/Peterson) to approve the Board Meeting Calendar, R66-06-07. It was moved and seconded (Tracy/Wilcox) to amend the calendar presented to move the May 29, 2007 meeting to June 5, 2007. The motion to approve the Board Meeting Calendar for 2007 as amended was adopted unanimously.
- d. **Approval of Board Bylaw 9271 Code of Ethics, R71-06-07.** It was moved and seconded (Peterson/Dalbeck) to adopt Board Bylaw 9271 Code of Ethics. Mr. Stratton reported at the Governing Board workshop tonight the Board approved revisions to the Board Bylaw 9271 Code of Ethics. Mr. Peterson reported on the revisions. The motion to adopt the revised Board Bylaw 9271 Code of Ethics was adopted unanimously.
- e. **Nominations for CSBA Delegate Assembly, R69-06-07.** It was moved and seconded (Peterson/Wilcox) to approve the Nominations for CSBA Delegate Assembly, R69-06-07. Mrs. Dalbeck reported the two people whose terms are expiring are most likely going to be re-nominated. Ted Bunch attends Five Star meetings and is from Burbank. Robert Gin is from Alhambra USD. Glendale already has a representative and so does Pasadena. Five Star is represented. Mrs. Dalbeck's intent is to have good Five Star representation. Therefore, Mrs. Dalbeck doesn't feel the need for the Board to make a recommendation.
- f. **Approval of 2006-07 Deferred Maintenance Schedule, R67-06-07.** It was moved and seconded (Wilcox/Boyd) to approve 2006-07 Deferred Maintenance Schedule, R67-06-07. Dr. Leininger reported on the Deferred Maintenance projects on the 2006-07 schedule. Deferred Maintenance is used for paving, roofing, plumbing, painting, flooring and asbestos removal. Deferred Maintenance funds are ½ of 1% of the district's budget and are matched by the state. The future projected large ticket projects

include the FIS Sewer, Palm Crest Sewer, FIS Electrical Upgrade, FIS HVAC Upgrade. The projects for 2006-07 are roofing at PCR, Building F; PCR, Building G, PCR, Building I; and LCE, Building F. Asphalt projects include PCR, PCY Lower and Upper and FIS Lanterman Parking lot. Mrs. Dalbeck asked if we had a carry over from last year. Dr. Leininger reported there was a carry over due to a slated project for paving that was not completed. Mrs. Dalbeck discussed the FIS paving project, reporting the City has an interest in contributing to the project. Mrs. Dalbeck announced she and Mr. Peterson will report to Joint Use that the FIS paving project has been approved. The motion to approve the Approval of 2006-07 Deferred Maintenance Schedule was adopted unanimously.

2. Second Reading

- a. **Approval of Board Policy Additions, Revisions and Deletions, R62-06-07.** It was moved and seconded ((Boyd/Peterson) to approve the Board Policy Additions, Revisions and Deletions, R62-06-07. Mr. Stratton reported at the first reading there was a recommendation to delete some policies from the recommendation. These policies have been reviewed and staff recommends maintaining those policies. The motion to approve the Board Policy Additions, revisions and Deletions was adopted unanimously.
- b. **Approval of Bond Construction Recommendations, R65-06-07.** It was moved and seconded (Boyd/Dalbeck) to approve the Bond Construction Recommendations, R65-06-07. Mr. Stratton reported at the Board's request he interviewed three architects: one from a small firm, one from a large sized firm and the district's current medium sized firm. During those interviews, Mr. Stratton discussed what experience the firms would bring to the district; the firms' vision of the project; proposed staffing for our projects; and fees. Based on the firms' similar responses to design element questions, similar fee schedules and the financial implications of canceling our current contract, Mr. Stratton recommends staying with Osborn Architects. He also cited staff and Board liaison comments about the current positive working relationship with Osborn. The Design Review Committee and the Site Committees were discussed. Dr. Leininger reported that Osborn Architects has been asked to develop a district wide color palette to be used for future projects. Mrs. Wilcox expressed concern ~~that some high school Science Labs were to be modernized while others were completely refurbished.~~ ^{about} Dr. Leininger distributed a history of the approval process for the high school Science Rooms modernization. Mrs. Dalbeck mentioned that she will keep the Board informed on the Science Lab construction work through her role as the Board liaison at the monthly meetings. The motion to approve the Bond Construction Recommendations was adopted unanimously.

building two tiered science labs.

3. Consent Agenda

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

- a. **Personnel Report, P9-06-07.** The Board approved the following Personnel Items: **Certificated:** New Hires: Wendy Hernandez, Patrick Klune, Nancy Oberlander, Sonia Silva. BTSA Teachers: Ingrid James, Jackie Castro, Mary Lou Langedyke, Mary Ruth Dicks, Mary walsten, Pam Watts, Pat Harris, Rob Hajek, Sharon Barker, Vicki Sheff. Resignation: Randy Galza. **CMSA:** Resignation: Leticia Hernandez. **Classified:** New Hires: Nicole Elliott-McGuffie, PattyHwang, Maral Markarian, Cameron Lievense, Christina Tinglof, Seda Minasian, Elvira Romber, Seham Hann, Dora Gonzalez. Termination: Melissa Harrison-Snyder.

- b. **Resolution #13-06-07 Reimbursement of Expenses Incurred by Board Representations.** The Governing Board adopted Resolution 13-06-07 Reimbursement of Expenses Incurred by Board Representatives.
- c. **Resolution #11-06-07 Authorized Signatures.** The Governing Board adopted resolution 11-06-07 Authorized Signatures.
- d. **Approval of Agreement for Automated Telecommunications System, R68-06-07.** The Governing Board authorized entering into a contract with NTI, ConnectEd for an automated telecommunications system.
- e. **Purchase Order List #8.** The Board approved Purchase Order List #8.

ELECTION OF OFFICERS:

Governing Board President, Mr. Tracy opened the nominations for the 2007 Governing Board President. Mr. Peterson nominated Scott Tracy for President. Mr. Tracy asked for further nominations for the 2007 Governing Board President. There being no further nominations for 2007 Governing Board President the nominations were closed. Mr. Tracy was seated as 2007 Governing Board President by a unanimous vote.

Mr. Tracy opened the nominations for 2007 Governing Board Vice President. Susan Boyd was nominated as Vice President. Mr. Tracy asked for further nominations. There being no further nominations the nominations were closed. Mrs. Boyd was appointed Vice President by a unanimous vote.

Mr. Tracy opened the nominations for 2007 Governing Board Clerk. Mr. Peterson was nominated as Clerk. Mr. Tracy asked for further nominations. There being no further nominations, Mr. Peterson was appointed Clerk unanimously.

SIGNATURE OF CODE OF ETHICS

The Governing Board signed the Code of Ethics.

2007 BOARD APPOINTMENTS/DISCUSSION OF LIAISONS TO COMMUNITY ORGANIZATIONS

Mr. Tracy formed a sub-committee consisting of the President and Vice President to review and appoint the 2007 Board liaisons. Mr. Tracy asked the Board to complete their liaison requests and asked they be forwarded to him electronically.

COMMUNICATIONS

The Governing Board agreed to do a full page ad in the Tribute book.

Mr. Tracy asked the Board to put on paper three take aways from the CSBA Annual Conference to share with Board members and staff.

Mrs. Dalbeck distributed to staff a flyer from CSBA regarding some services they provide.

Mrs. Dalbeck discussed the Educational Alliance and would like the district to consider joining the Educational Alliance. She will provide information to be put into TWIR.

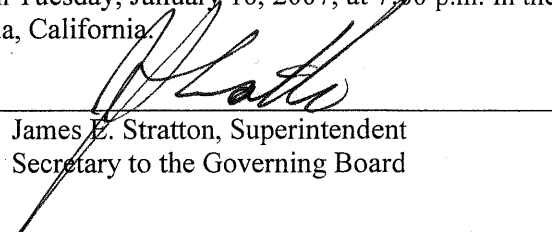
Mrs. Dalbeck would like to propose sometime after the first of the year each member bring three nuts and bolts issues they would like to really work on. Look at the issues presented and try to pick some of the issues to really concentrate on for that year. Mr. Stratton asked how this would interface with goal setting.

The Governing Board Holiday party will be hosted by Mrs. Dalbeck on December 19th at 5:30 p.m. Management Team is invited along with the Board, including spouses.

Dr. Leininger reported the Culinary Arts Room ribbon cutting has tentatively been set for Friday, December 15th at 8:15 a.m.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 9:43 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, January 16, 2007, at 7:00 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada, California.


James E. Stratton, Superintendent
Secretary to the Governing Board

MINUTES APPROVED


Joel Peterson, Clerk

Date

2/6/07