

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

September 9, 2008

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:00 p.m. by President Susan Boyd on September 9, 2008, in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were Governing Board Members Susan Boyd, Joel Peterson, Jeanne Broberg, Cindy Wilcox and Scott Tracy.

CLOSED SESSION

The Governing Board adjourned to Closed Session at 5:00 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada, California. Present were the five Governing Board Members. Superintendent James Stratton, Assistant Superintendent Mike Leininger, Assistant Superintendent Wendy Sinnette and Business Consultant Stephen Hodgson joined the Governing Board at 6:30 p.m. Closed Session adjourned at 7:00 p.m.

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

REGULAR MEETING

The Regular Meeting of the Governing Board was reconvened at 7:00 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada. Present were the five Governing Board Members, Mr. Stratton, Dr. Leininger, Ms. Sinnette, Dr. Hodgson and Executive Secretary to the Superintendent Kim Bergner. There were approximately 4 people in the audience. Mrs. Boyd asked LCTA President Rick Jordan to lead the Pledge of Allegiance to the Flag.

REPORT OUT OF CLOSED SESSION

Mrs. Boyd reported that there was no action taken in closed session.

REVIEW OF AGENDA

Item 1d was pulled.

APPROVAL OF MINUTES

Mrs. Boyd stated that the minutes of the August 12, 2008, August 15, 2008, and September 2, 2008, meetings of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes of August 12, 2008, August 15, 2008 and September 2, 2008, were approved as presented.

REPORTS

1. Superintendent's Report

Mr. Stratton reported on student achievement stating that 1,134 AP tests were taken last year by 541 students with an 82% pass rate. The district's API index increased with a 3% growth to 917. The high school API index is 899, Palm Crest Elementary is 940, Paradise Canyon Elementary is 950 and La Cañada Elementary is 956. All schools met all criteria for the federal AYP. Shortly, the high school will be announcing a record number of National Merit

Semifinalists. Mr. Stratton reported that the district did not always perform among the very top districts but the district has focused intensely on achievement for the last 15 years. Mr. Stratton believes that the Every Student Succeeds Plans also contributed to last year's strong API performances.

Current district enrollment is 3,992 which is down from last year by about 90 students. While this number is down from last year, it wasn't quite as severe as anticipated. About 4% of the district's total enrollment is inter-district.

Mr. Stratton discussed current certificated and classified staffing. All certificated positions are currently filled. Mr. Peterson asked how certificated staff numbers compare to last year. Dr. Hodgson reported that the district is down about two FTE.

Mr. Stratton provided an update on the high school STEP (Student Teacher Enrichment Program) proposal. First quarter is a planning quarter. Starting in second quarter the STEP period will be 35 minutes at the beginning of non block days and 45 minutes mid-day on block days. The students will be able to select two STEP sessions and a regular SSR/homeroom. There will be new guidelines implemented for SSR. The mini-registration for STEP choices will begin in October, and the choices expanded in second semester as more offerings are available. A sample of STEP offerings are: calligraphy, essay writing assistance, investments, advanced art portfolio, and music appreciation. The letters that have been sent to parents will be provided in TWIR. Mr. Stratton explained the change in the current schedule to accommodate the STEP/Flex schedule.

Mrs. Boyd asked for elaboration on the intervention that will be available during STEP/Flex. Dr. Dragos explained the idea behind the intervention and the support that will be provided to students. Ms. Sinnette reported that teachers utilize clear criteria for the intervention.

Dr. Dragos explained what is currently taking place in SSR.

2. **President's Report**

Mrs. Boyd reported that all five Governing Board members visited all scheduled PTA meetings on the first day of school and it was a pleasure to attend.

Yesterday, September 9, 2008, was the ribbon cutting for the Oakgrove restroom project and Mrs. Boyd reported that it is wonderful to see this facility available and ready for the students. The Governing Board thanked the City of La Cañada Flintridge, the Sports Coalition, AYSO, LCJSBA and all the private donors that donated funds for this project. The cost of the facility was shared three ways by the City, the District and the community contributors.

Mrs. Boyd reported that the District continues to move along on construction projects. The Palm Crest Elementary and Paradise Canyon Elementary multi-purpose buildings are underway and the long awaited tennis court renovation is scheduled to start shortly.

3. **Business Report**

a) **Parcel Tax Planning considerations**

Dr. Hodgson distributed a memorandum regarding a possible parcel tax. Dr. Hodgson read through the history and discussed the timeline for parcel tax planning considerations.

Mr. Peterson suggested that a Governing Board sub-committee be formally appointed. The Governing Board agreed.

Mr. Tracy asked about the possible June 2nd election date. Dr. Hodgson explained it was felt the process would be too compressed if there was an earlier election.

4. Assistant Superintendent of Facilities and Operations Report

a) Construction Update

Dr. Leininger reported on current construction projects. Palm Crest Elementary construction began over the summer. Paradise Canyon Elementary's construction should begin this Friday.

Dr. Leininger discussed the high school Building A and North Gym projects and stated that it is the district's hope to get both projects started this summer. Dr. Leininger will be meeting with the coaches and PE teachers at the high school to discuss scope. Mrs. Wilcox and Mrs. Broberg, as Board construction liaisons, are invited to sit in on the meeting.

Mrs. Boyd asked Dr. Leininger to discuss the high school quad project. Dr. Leininger reported on the project and stated that the LCHS PTA has provided about 10 new lunch tables and has updated the concrete areas in the quad.

Dr. Leininger provided a Food Services update and stated that revenue has increased due to increased sales. Mr. Peterson congratulated Dr. Leininger on the increased revenue. Dr. Leininger also noted that he has reduced the percent of his time billed to food services to better reflect the actual hours spent on food services issues. The Governing Board thanked Dr. Leininger for the update.

OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

Ron Dietel, LCHS parent – regarding the STEP/Flex program.

PROPOSED ACTION ITEMS

1. First Reading

- a. ***Approve Summary of Revenue and Expenditures for 2007 – 2008 (Unaudited) and Technical Corrections to the 2008-09 Adopted Budget, R27-08-09.** It was moved and seconded (Tracy/Wilcox) to approve the Summary of Revenue and Expenditures for 2007-2008 (Unaudited) and Technical Corrections to the 2008-09 Adopted Budget, R27-08-09. Dr. Hodgson presented the Unaudited Actuals of 2007 - 2008, reviewing both revenue and expenditures. The Audited Actuals will be available in January. There currently is no state budget so technical corrections to the 2008-09 adopted budget will be discussed. The unrestricted general fund ending balance increased by \$911,000. Dr. Hodgson explained several reasons for the increase, including IEP agreements for less cost than expected and reductions in the Workers' Comp premium payment obligation. Dr. Hodgson provided the ending fund balance for each district fund and a summary of the 2007-2008 ending balances for each program within the Restricted and General Fund. Mr. Tracy stated that the accounting of Special Education expenses has always been a concern of the Governing Board. Dr. Hodgson addressed several steps to help minimize this carryover including a variation on a zero based model which has staff building the Special Ed budget on specific students' cost history. Mr. Tracy looks forward to putting these steps into place and seeing the results of their implementation. The Governing Board commended Dr. Hodgson for his efforts. Mr. Stratton stated that staff is sensitive to the Governing Board's concerns and reported that the real moving target for the district is pending IEPs. The motion to approve the summary of revenue and expenditures for 2007-2008

(Unaudited) and technical corrections to the 2008-09 Adopted Budget was adopted unanimously.

- b. ***Resolution 3-08-09 to adopt the Gann Limit Calculations.** It was moved and seconded (Broberg/Wilcox) to adopt Resolution 3-08-09 to adopt the Gann Limit Calculations. Dr. Hodgson reported that in November 1979 Proposition 4 added Article XIII-B to the California Constitution. In accordance with Government Code Section 7906 (f) the district must report annually its appropriation limit. The formula for the calculation is statutorily set. For a number of years now, the state software computes the calculations for the district and is automatically prepared. The motion to adopt Resolution 3-08-09 to adopt the Gann Limit Calculations was adopted unanimously.
- c. ***Approval of Conflict of Interest Code Update to Exhibit B, R30-08-09.** It was moved and seconded (Wilcox/Broberg) to approve the update to Exhibit B of the Conflict of Interest Code. This update is required to include the recent changes in personnel. The motion to approve the update to Exhibit B of the Conflict of Interest Code was adopted unanimously.
- d. ***Amendment to Assistant Superintendent Employment contract, R32-08-09.** This item was pulled.

2. Consent Agenda

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

- a. **Personnel Report, P6-08-09.** The Governing Board approved the following Personnel Items: *Certificated:* New Hires: Laurance Allen, Barbara Bruning-LaBelle, Michelle DeRose, Vincent Fazzi, Sr., Sharon Horejsi, Margarita Huevo, Jennifer Loya, Saakanoush Markarian, Patricia Patao, Erika Pieri, Gigi Sanchez, Angela Suh. Leave of Absence: Ken Chambers. *Classified:* New Hires: Tracey Stanard, Christopher Choi. Modification: Ricki Wang, Theresa Kalmins.
- b. **Extra Duty Extra Pay Report, P5-08-09.** The Governing Board approved the Extra Duty Extra Pay Report as presented.
- c. **Variable Term Waiver, R26-08-09.** The Governing Board approved the Variable Term Waiver for Sharon Sherman.
- d. **Special Activity: PCR Passage to the Mother Lode/Brigg Pilgrim, R24-08-09.** The Governing Board approved the Palm Crest Elementary field trip request to the Passage to the Mother Lode/Brigg Pilgrim.
- e. **Special Activity: PCR Valley Forge, R25-08-09.** The Governing Board approved the Palm Crest Elementary field trip request to Valley Forge.
- f. **Disposal of textbooks, R33-08-09.** The Governing Board approved the request to dispose of unused textbooks from Palm Crest Elementary.
- g. **Resolution 5-08-09 Fund Establishment.** The Governing Board approved the establishment of a Petty Cash Fund and a Change Fund for Food Services.
- h. **Disposal of Equipment, R34-08-09.** The Governing Board approved the disposal of unusable ROP computer equipment.
- i. **Gifts to District, R28-08-09.** The Governing Board approved the Gifts to the District as presented.
- j. **Purchase Order List #3-08-09.** The Governing Board approved Purchase Order List #3-08-09.

COMMUNICATIONS

Mrs. Broberg requested that the Governing Board be included in all ConnectEd phone calls.

Mrs. Broberg asked Governing Board President Susan Boyd to send a thank you letter to the user groups that contributed funds for the Oak Grove restroom project.

Mr. Peterson read the Gann Amendment to the Constitution to the Governing Board and provided a brief explanation.

Mr. Stratton asked if the Governing Board is interested in first quarter site visits. The Board agreed. Ms. Bergner will set up dates and times for the visits.

Mrs. Wilcox reported that she is a subscriber to the LACOE Salary Survey and it is being put on the County website this year some time around September 15.

Mrs. Wilcox asked for clarification on Governing Board procedure on when a member of the audience can speak to the Governing Board. Mr. Stratton clarified that the public does not comment on reports but can comment at a workshop. It was requested that this be clarified and a standard be set. It was also requested that once a standard is set that that information be put on the district web site.

Mrs. Boyd asked about the possibility of using drug sniffing dogs or breathalyzers at after school events. She would like to minimize alcohol and drug use at school events. The Governing Board requested a report from the high school regarding the school's issues and procedures regarding supervision at after school events.

Mrs. Boyd discussed the on-line registration requiring parents to print out forms and return them to the high school and asked if we can move towards a complete on-line system. Mr. Stratton will provide registration information in TWIR.

The Governing Board requested a tentative board meeting schedule for the rest of the school year. Mr. Stratton will provide dates in TWIR.

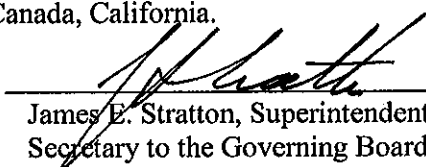
A Governing Board sub-committee was discussed for parcel tax planning. The sub-committee was discussed. Mr. Tracy volunteered for the committee. Mrs. Boyd and Mr. Peterson will discuss which one of them will join Mr. Tracy on the sub-committee and will let Mr. Stratton know.

Mr. Tracy asked for the SAT results. Mr. Stratton reported that the results should be available soon.

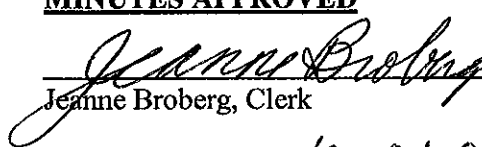
Mr. Tracy asked for input on registration at the high school. Mrs. Boyd commented that she thought it went really well.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 9:05 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, September 30 2008, 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


Jeanne Broberg, Clerk

10-21-08

Date

9/09/08