

**LA CAÑADA UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE GOVERNING BOARD**  
February 6, 2001 in **LA CAÑADA ELEMENTARY SCHOOL LIBRARY**  
4540 Encinas, La Cañada, California

**AGENDA**

**PLEASE NOTE:**  
The Governing Board  
meeting originally  
scheduled for  
February 21, 2001 has  
been cancelled.

**CALL TO ORDER** in La Cañada Elementary School Library at 5:00 p.m.  
**CLOSED SESSION** in La Cañada Elementary School Faculty Lounge at 5:01 p.m.  
(Agenda attached)

**REPORT OUT OF CLOSED SESSION**

**REGULAR MEETING** in La Cañada Elementary School Library at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**, January 23, 2001

**APPROVAL OF AGENDA**

**RECOGNITION OF SOUTHERN CALIFORNIA VOCAL ASSOCIATION HONOR CHOIR, ALL STATE HONOR CHOIR AND SOUTHERN CALIFORNIA VOCAL COMPETITION SEMIFINALIST**

**REPORTS:**

- |    |  |                |
|----|--|----------------|
| 1. | Superintendent's Report  | Gonia          |
| 2. | Report on Budget Information Committee   | Gonia/Evans    |
| 2. | Student Representative Report  | Michael Kotick |
| 3. | Report from NTD Architects on Current Modernization Projects at Elementary Schools | Evans          |

**OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD** concerning items not on the agenda. The *Brown Act* prohibits the Board from responding to items not on the agenda. Please limit your remarks to three minutes. In order to facilitate the efficient working of the Board, comments on non-agendized items will be limited to a total of 45 minutes.

**PROPOSED ACTION ITEMS** (over for a description of items)

- |    |   |          |
|----|---|----------|
| 1. | <u>First Reading</u> [Asterisk (*) denotes action may be taken on the first reading.]   |          |
| a. | *Rejection of Claim, R145-00-01   | Evans    |
| b. | *Proposed Board Calendar for 2001-2002, R142-00-01  | Gonia    |
| c. | *Job Descriptions, R150-00-01   | Leabo    |
| d. | *Memorandum of Understanding between La Cañada Unified School District and California School Employees Association, R151-00-01                      | Leabo    |
| e. | *Subsequent Variable Term Waiver, R159-00-01  | Leabo    |
| f. | *Core Literature List Revision, R152-00-01  | Stratton |
| g. | *Agreement with University of Southern California Department of Occupational Science and Occupational Therapy for Field Experience Work, R153-00-01 | Stratton |
| h. | Potential New Courses at La Cañada High School for the 2001-2002 School Year, R157-00-01  | Stratton |
| 2. | <u>Second Reading</u>   |          |
| a. | Variable Term Waiver, R140-00-01  | Leabo    |
| 3. | <u>Consent Agenda</u>   |          |
| a. | Personnel Report, P19-00-01   | Leabo    |
| b. | Board Policy 7141 Bid Process on Public Construction Projects, R136-00-01   | Evans    |
| c. | Award Bid Division 22, La Cañada High School Library, R147-00-01  | Evans    |
| d. | Change Order for La Cañada High School – Trans-Therm, R149-00-01  | Evans    |
| e. | Special Education Mediation Settlement, Case #SN1944-00, R155-00-01   | Stratton |
| f. | Special Activities: Annual Peer Helping Conference Attendance, R158-00-01   | Stratton |
| g. | Non-Public School/Non-Public Agency Contracts, R154-00-01   | Stratton |
| h. | Gifts, R146-00-01   | Evans    |
| i. | Purchase Order List #12   | Evans    |

**COMMUNICATIONS: Informational communication among Board and staff members**

**RECONVENE CLOSED SESSION** (if needed)

**RECONVENE OPEN SESSION AND REPORT OUT OF CLOSED SESSION** (if needed)

**ADJOURNMENT**

**The Next Regular Governing Board Meeting will be held on March 6, 2001 at 7:00 p.m. in the La Cañada Elementary School Library**

## February 6, 2001 GOVERNING BOARD MEETING, DESCRIPTION OF ACTION ITEMS

### 1. First Reading[*Asterisk (\*) denotes action may be taken on the first reading.*]

- a. \*Rejection of Claim, R145-00-01. A claim has been filed against the La Cañada Unified School District. The district's Claims Administrator, Carl Warren and Company, has requested that the district send a rejection letter to the individual filing this claim.
- b. \*Proposed Board Calendar for 2001-2002, R142-00-01. The Board is requested to approve the proposed calendar for Board meetings for 2001-2002.
- c. \*Job Descriptions, R150-00-01. The Board is asked to approve the following job descriptions: Director I of Maintenance/Operations and Transportation, Director II of Facilities and Construction, Groundsperson.
- d. \*Memorandum of Understanding between La Cañada Unified School District and California School Employees Association, R151-00-01. Effective January 1, 2001, employee bargaining associations have the right to collect an agency fee from all employees they represent. CSEA Chapter 122 has given the district notice to start payroll deductions on February 1, 2001. At the request of the District the Association has agreed to categorize Auditorium Technicians as "short term employees" and therefore not represented by CSEA. This means Auditorium Technicians will not have to pay agency fees. The Board is requested to approve the Memorandum of Understanding between La Cañada Unified School District and California School Employees Association.
- e. \*Subsequent Variable Term Waiver, R159-00-01. La Cañada currently has employed a temporary teacher at Paradise Canyon Elementary who has not yet completed credential requirements. This waiver request is for a calendar year beginning March 2001. The Board is requested to approve the Variable Term Waiver Request.
- f. \*Core Literature List Revision, R152-00-01. The department teachers based the revision, moving The Glass Menagerie from Grade 9 to Grade 8, on the need to teach symbolism and imagery in 8<sup>th</sup> grade. The Board is requested to approve the Core Literature List Revision.
- g. \*Agreement with University of Southern California Department of Occupational Science and Occupational Therapy for Field Experience Work, R153-00-01. University of Southern California has an undergraduate program in Occupational Therapy; field experience is a required and integral component of the program. It has been requested that the district provide field experience for these students. The approval of the agreement at this time means that the district is contractually prepared to assist students from the USC Occupational Therapy program. The Board is requested to approve the agreement with the University of Southern California for Department of Occupational Science and Occupational Therapy.
- h. Potential New Courses at La Cañada High School for the 2001-2002 School Year, R157-00-01. The following new courses are being recommended by staff as a way to best service identified student need: Art Portfolio Preparation, Beginning Clay, Personal Management. These courses are being presented for first reading only.

### 2. Second Reading

- a. Variable Term Waiver, R140-00-01. The Board is requested to approve the variable term waiver for a teacher who has not yet completed credential requirements.

### 3. Consent Agenda

- a. Personnel Report, P19-00-01. The Board is requested to approve the following Personnel items: *Certificated*: New Hires – Remediation English teacher Robert Phillips, ROP/Culinary Arts teacher Karen Stattler, Remediation Math teacher Richard Tetu. Modifications – Art teacher Andi DiConti from 117% to 100%, Science teacher Mike Gililand from 100% to 117%. Leave of Absence – Pat Kramer. *Classified*: Resignation – Marie Yaacoubian.
- b. Board Policy 7141 Bid Process on Public Construction Projects, R136-00-01. With the passage of Assembly Bill 2182 during the 1999-2000 Legislative Term, effective January 1, 2001, newly enacted Public Contract Code section 20103.8 will revise the procedure which the District must follow for determining the lowest bidder on a public works project if additions or deletions from the base bid are considered. The Board is requested to approve Board Policy 7141 Bid Process on Public Construction Projects.
- c. Award Bid Division 22, La Cañada High School Library, R147-00-01. Bid proposals for Sheet Metal were accepted on December 19, 2000. Woodley Custom Metal was the low bid. The Board is requested to approve Woodley Custom Metal as Bid Division #22 contractor.
- d. Change Order for La Cañada High School – Trans Therm, R149-00-01. The current contract for Bid Division #16 (plumbing) by Trans-Therm is \$80,888.71. Added work in the form of investigate outlet pipe (16CO05) increases the contract by \$697.49. The Board is requested to approve the change order for Bid Division #16.
- e. Special Education Mediation Settlement, Case #SN1944-00, R155-00-01. The Board is requested to approve Special Education Mediation Settlement for Case #SN 1944-00.
- f. Special Activities: Peer Programs Conference Attendance, R158-00-01. The Board is requested to approve attendance at the Annual Peer Helping Conference of the California Association of Peer Programs in San Jose, March 15 – 17, 2001.
- g. Non-Public School/Non-Public Agency Contracts, R154-00-01.
- h. Gifts, R146-00-01. This is a list of donations to the district since the last regular Board meeting.
- i. Purchase Order List #12.

**LA CAÑADA UNIFIED SCHOOL DISTRICT**

**REGULAR MEETING OF THE GOVERNING BOARD**

**FEBRUARY 6, 2001 – LA CAÑADA ELEMENTARY SCHOOL LIBRARY**  
**4540 ENCINAS, LA CAÑADA, CALIFORNIA**

**CLOSED SESSION: 5:00 P.M.**

**IN LA CAÑADA ELEMENTARY SCHOOL FACULTY LOUNGE**

**CLOSED SESSION AGENDA**

- 1. Public Employee Performance Evaluation, Superintendent**
- 2. Public Employee Appointment/Employment**
- 3. Student Discipline and/or Related Student Matters**
- 4. Conference with Labor Negotiator**

Government Code Section 54957.6. Direction will be provided to District Negotiators Assistant Superintendent of Human Resources Dr. Sue Leabo and Assistant Superintendent of Business Services Maureen Evans regarding negotiations with LCTA and CSEA.

- 5. Conference with Real Property Lease Negotiator**

GC Sections 54954.5, 54956.8. Direction will be provided to District lease negotiator Assistant Superintendent of Business Services Maureen Evans regarding the terms of the leases at the District owned sites.

- 6. Pending Litigation**

GC Section 54956.9. Disclosure would jeopardize process of settlement.

**RECONVENE OPEN SESSION FOR REGULAR BOARD MEETING**

**7:00 p.m. in La Cañada Elementary School Library**

**RECONVENE CLOSED SESSION** following the regular 7:00 p.m. meeting, if needed.

**RECONVENE OPEN SESSION** for adjournment.