

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

September 30, 2003

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:00 p.m. by President Scott Tracy on September 30, 2003 in the La Cañada High School Information Resource Center at 4463 Oak Grove in La Cañada, California. Present were Board Members Scott Tracy, Jinny Dalbeck, Andy Beattie, Ron Dietel, and Meredith Reynolds, Superintendent Sue Leabo, Deputy Superintendent 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 Information Resource Center Workroom. Present were the five Board Members, Superintendent Sue Leabo, Deputy Superintendent Jim Stratton and Chief Business Officer Dave Banis. Closed session adjourned at 6:10 p.m.

**GOVERNING BOARD WORKSHOP ON BOARD POLICIES – 9000 SERIES – BOARD BY LAWS**

The Governing Board held a workshop on Board Policies 9000 Series – Board Bylaws. The workshop began at 6:15 p.m. In addition to recommendations made previously additional recommendations were discussed and agreed to by the Governing Board.

The workshop adjourned at 7:00 p.m.

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

**MEMBERS ABSENT:**

**REGULAR MEETING**

The Regular Meeting of the Governing Board was reconvened at 7:05 p.m. in the La Cañada High School Information Resource Center. Present were the five Governing Board Members, Dr. Leabo, Mr. Stratton, Mr. Banis, Executive Secretary to the Superintendent Kim Bergner. There were approximately 9 people in the audience. Mr. Tracy asked Sue Wright to lead the Pledge of Allegiance to the Flag.

**REPORT OUT OF CLOSED SESSION**

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

**APPROVAL OF AGENDA**

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

## APPROVAL OF MINUTES

Mr. Tracy reported that the minutes of the September 9, 2003 regular meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes of the September 9, 2003 were approved as presented.

## OATH OF OFFICE

Mr. Tracy administered the oath of office to Student Representative Patrick Masters.

## REPORTS

### 1. **Superintendent's Report**

**Survey** – Dr. Leabo reported on contacting a firm to conduct a public survey. George K. Baum was contacted, their firm agreed to conduct a public survey. They will conduct the survey at their cost, which is approximately \$10,000 - \$15,000. The board has reviewed the survey questions. The survey has begun and as of today approximately 125 people have been surveyed. A total of 400 completed surveys will be made. The report should be available by October 16, prior to the October 21 Governing Board meeting.

### 2. **President's Report**

**Joint Use Committee** - Mr. Tracy reported on the Joint Use Committee. The committee is discussing the possibility of expanding the multi purpose room on the Paradise Canyon campus to a gymnasium. There has been a demonstrated need in the community for this type of facility that would provide after-school opportunities for community use under the Joint Use Agreement with the City. The master plan analysis has already taken place and it was determined Paradise Canyon is the only site that met the criteria for the state funds with the City match. The proposed multi-purpose facility would cost approximately \$2.7 million. District funds would be provided by a Bond, \$500,000 would come from the City with a \$500,000 match from the State. Due to time constraints concerning the bond, it was determined by the Joint Use Committee that input from the community and neighbors would be important in determining community need and support to expand this multi purpose room into a gymnasium. A Community Input Meeting is being held October 14, 2003 at Paradise Canyon Elementary

**Recognition to Educational Foundation** - Representatives from the La Cañada Educational Foundation Sue Wright, Kathy Hernandez and Char Adams were present to make a presentation of \$840,000 to the board and the district. The Governing Board thanked the Educational Foundation for their tremendous support to the District. Mrs. Dalbeck also thanked the Educational Foundation for allowing Mr. Beattie and herself to tap into their infrastructure in helping run Help464. Mr. Tracy thanked the community for its generosity and recognized the Foundation's hard work that has made this contribution possible.

### 3. **Student Representative Report**

Mr. Masters reported the students are talking positively about the changes in the cafeteria. He gave thanks to the PTA for the changes in appearance in the cafeteria area. The students are pleased with the new selection of lunch items, the addition of some favorite local merchants seems to be keeping more students on campus at lunch time. The Quad area still looks great.

ASB put together a Club day this year. Each club had signs and flyers. Presidents of the clubs said they have lots of new members. Club Day was very successful.

## OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:  
None

## PROPOSED ACTION ITEMS

### 1. First Reading

- a. New and Revised Board Policies, R43-03-04. This is a first reading. Quarterly updates will be presented to the board. These are being presented due to either legal counsel, law or staff changes. These revisions were reviewed and discussed.
- b. \*Approve Special Meeting of the Governing Board on December 2, 2003, R48-03-04. It was moved and seconded (Dalbeck/Dietel) to approve the Special Meeting of the Governing Board on December 2, 2003. Dr. Leabo stated that Ed Code requires that an organizational meeting take place prior to the first Friday in December. The December meeting currently scheduled is after the first Friday, therefore it is requested that a December 2, 2003 meeting be approved. The motion to approve a Special Meeting of the Governing Board on December 2, 2003 was adopted unanimously.
- c. \*Revised Declaration of Need for Fully Qualified Educators, R49-03-04. It was moved and seconded (Dietel/Beattie) to approve the Revised Declaration of Need for Fully Qualified Educators. Dr. Leabo stated this Declaration must be on file with the state. This is specific to a Substitute to teach for a teacher on maternity leave. The District will only be using this Declaration for the length of the maternity leave. The motion to approve the Revised Declaration of Need for Fully Qualified Educators was adopted unanimously.

### 2. Second Reading

- a. Board Policies – 9000 Series – Board By Laws, R164-02-03. It was moved and seconded (Dietel/Reynolds) to approve the Board Policies – 9000 Series – Board By Laws. These policies were reviewed and discussed during a Governing Board Workshop earlier in the evening. With requested changes the motion to approve the Board Policies – 9000 Series – Board ByLaws was adopted unanimously.

### 3. Consent Agenda

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

- a. **Personnel Report, P2-03-04.** The Board approved the following Personnel Items:  
*Certificated:* New Hires –Rachel Doudrick, Susan Fuelling, Nicole Goodwin, Javier Guzman, Jan Hotchkin, Brian Jaurequi, Suzanne Keogh, Erin O'Reilly, Kathy Rawls, Barbara Rousey, Sharon Sherman, Kathryn Spore, Jaime Wisehaupt. Leave of Absence: Kathy Bedell-au, Kathy Kaze, Carrie King. Resignation – Gina Weinstein *Classified:* New Hire – Leticia Cortes, Nancy Ekeke, Gary Goldbold, Laura Johnson, Anne Scholtman, Danielle Shoranka, Daniel Tubbs. Modification – Maureen Ciulla, Maria Segura, Donna Shepherd. Leave of Absence – Janet Williams.
- b. **Extra Duty/Extra Pay, P7-03-04.** The Board approved the Extra Duty/Extra Pay Report.
- c. **Non-Public School/Non-Public Agency Contracts, R39-03-04.** The Board approved the non-public school/non-public agencies contracts.
- d. **Student Teacher Agreement with Cal State Northridge, R44-03-04.** The Board approved the Student Teacher Agreement with Cal State Northridge.
- e. **Special Activities: Headlands and Yosemite Institute, R45-03-04.** The Board approved Special Activities: Headlands and Yosemite Institute.
- f. **Special Activities: Wrightwood and Pali Mountain, R46-03-04.** The Board approved Special Activities: Wrightwood and Pali Mountain.

- g. **Agreement with LACOE for Outdoor Science Education Program, R47-03-04.** The Board approved the Agreement with LACOE for Outdoor Science Education Program.
- h. **Change Order for LCE Playground, R40-03-04.** The Board approved the Change Order for LCE Playground.
- i. **Disposal of Surplus Textbooks, R42-03-04.** LCE has requested the disposal of surplus textbooks that are outdated and have been replaced. The Board approved the Disposal of Surplus Textbooks.
- j. **Gifts to District, R31-03-04.** The Board approved the following donations: \$565.58 from the Target "Take Charge of Education" Program; \$7,000 from La Canada Elementary PTA for the copier lease; \$500.00 from Dorothy & William Davila Foundation for instructional supplies; \$200.00 from Mr. & Mrs. Steve Kisuk Choe for instructional supplies; \$183.00 from Edison for instructional supplies; \$2,464.00 from Jostens for diplomas, Books from Mrs. Cherie Twohy for the LCE Library; a recognition wall from the Arroyo United Foundation for the LCHS Varsity Field.
- k. **Purchase Order List #4** The Board approved Purchase Order List #4.

### COMMUNICATIONS

Mrs. Dalbeck informed the board Cindy Wilcox has done and will be doing some board orientation.

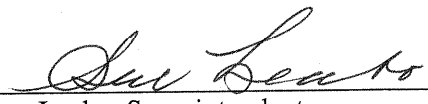
Attendance of the CSBA conference was discussed. Attendance of the November 21<sup>st</sup> Miller, Brown and Dannis conference was also discussed.

Mr. Beattie requested the district once again looking into the placement of a cell tower at the high school. Mr. Beattie requested the district research what providers need a site and the potential revenue involved.

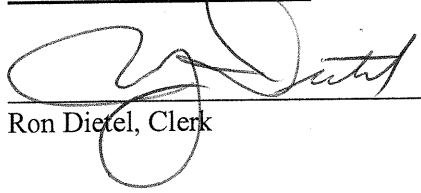
La Canada High School field dedication was discussed. At this time, a formal ceremony is not planned for the new field, although donor recognition is being planned during the opening game in October.

### ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 8:53 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, October 21, 2003, at 7:00 p.m. in the La Cañada High School Information Resource Center.

  
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 Sue Leabo, Superintendent  
 Secretary to the Governing Board

### MINUTES APPROVED

  
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 Ron Dietel, Clerk

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 Date