

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

May 18, 2004

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:00 p.m. by President Andy Beattie on May 18, 2004 in Room 41 at 4490 Cornishon Avenue in La Cañada, California. Present were Board Members Andy Beattie, Ron Dietel, Cindy Wilcox, Scott Tracy, and Jinny Dalbeck,, 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 Room 41 at 4490 Cornishon Avenue, La Canada, California. Present were the five Board Members and Superintendent Sue Leabo. Deputy Superintendent, Jim Stratton and Chief Business Officer Dave Banis joined the Governing Board and the Superintendent at 5:30 p.m. Closed session adjourned at 7:14 p.m.

**MEMBERS PRESENT:**

- Mr. Andy Beattie, President
- Mr. Ron Dietel, Vice President
- Mrs. Cindy Wilcox, Clerk
- Mr. Scott Tracy, Member
- Mrs. Jinny Dalbeck, Member

**REGULAR MEETING**

The Regular Meeting of the Governing Board was reconvened at 7:14 p.m. in Room 41 at 4490 Cornishon Avenue. Present were the five Governing Board Members, Dr. Leabo, Mr. Stratton, Mr. Banis, Executive Secretary to the Superintendent Kim Bergner. There were approximately 15 people in the audience. Mr. Beattie asked Judy Jones to lead the Pledge of Allegiance to the Flag.

**REPORT OUT OF CLOSED SESSION**

Mr. Beattie reported two actions were taken in closed session.

**TORT**

The Board voted in closed session to reject the claim for damages filed on behalf of student #1041.

**EXPULSION**

The Board also voted to expel student 3-03-04 for violation of Education Code 48900 (c) and 48915 (a)(3) and in accordance with Education Code 48917 to waive enforcement through spring semester 2003-2004 subject to stated conditions and rehabilitation plan provisions.

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

Mr. Beattie stated that the minutes of the March 30, 2004 regular meeting of the Governing Board and the April 13, 2004 special meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes of the March 30, 2004 and April 13, 2004 were approved as amended.

## **REPORTS**

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

- a) Cafeteria Update – Dr. Leabo requested the order of the updates be switched to accommodate staff. Mr. Banis gave an overview of the cafeteria improvements. The Type A participation has increased with the introduction of Sodexo. Ala Carte Sales shows an average increase of approximately \$6,500 per month. There have been additional costs in contracting with Sodexo. Labor costs have increased due to some training costs. Revenues and Expenses were discussed. We did see expenses out stripping revenue in the fall but we are starting to see a profit in March. April's expenses are not in. The Sodexo contract states Sodexo will reimburse the district up to the amount of Management fees if at the end of the year a loss is shown. The Cafeteria recently had the State School Meals Initiative Coordinated Review Efforts review. The Cafeteria received an O, which is the best you can receive. The Spartan did an article regarding the new food in the cafeteria. Dave discussed the news piece on Channel 4 regarding the Cafeteria. Mr. Banis introduced district employee; Judy Buckingham, Director of Food Services and Sodexo employee, George Grout. Mr. Banis thanked Karen Mathison for her diligence and participation in the process of improving the cafeteria for the students. Mr. Beattie stated this is a testament of what happens when parents and staff work together. Patrick Masters, Student Representative, also thanked Mr. Grout, Mrs. Buckingham and Mrs. Mathison.
  
- b) Budget Update – Dr. Leabo gave an update on where we are in the process compared to where the district was in February. New costs are, an increase in workers compensation by \$300,000 and additional costs in annual step increases and column for pay for teachers with added education. The district has received an increase in expected funding from the Foundation of \$300,000, an increase in state revenue of \$360,000 and an increase in carry over of \$140,000. Leaves, retirements and layoffs account for the \$817,207 in reductions for certificated staff. The district is on target for where we need to be for now. Mr. Dietel asked what the impact has been on classified staff. Dr. Leabo responded 30 classified staff members have been impacted.

Class sizes for next year were discussed. The high school has rearranged staff and reduced release periods putting teachers back in the classroom, lowering class size averages. Mrs. Dalbeck stated the high school has done a great job balancing classes on the master schedule. Dr. Leabo reported she will bring back additional information on June 8<sup>th</sup>. Dr. Leabo stated it would be nice to rescind most of the cuts. Supplies and services will be the hardest hit.

### **2. Presidents Report – No report was made.**

- 3. Student Representative Report** –Mr. Masters reported on the end of high school. Mr. Masters reported there are approximately 20 days left and there are a lot of activities coming up. This Thursday, May 20<sup>th</sup> there is the every 15 minute program, this is done before prom to make an impact and drive the point home about the dangers of drunk driving. There will be an impact on the students. Friday is Senior Activity Day to Catalina. Saturday is Senior/Junior Prom, with a theme of "What Dreams May Come". ASB is doing a three by three basketball tournament. Colleges are a big issue for Senior right now. The counselors have blank walls and every senior gets to write their college of choice or where they were accepted.

## OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

Jane Nowotny, La Canada resident and parent

## PROPOSED ACTION ITEMS

### 1. First Reading

- a. **\*Approve School Calendar for 2004-05, R130-03-04.** It was moved and seconded (Dietel/Wilcox ) to approve the School Calendar for 2004-05. Dr. Leabo stated this has been discussed in the past. The calendar has been ratified by LCTA. Scheduling was discussed due to the early start date. Registration dates were discussed. The motion to approve the School Calendar for 2004-05 was adopted unanimously.
- b. **\*Resolution #22-03-04 School Holidays.** It was moved and seconded (Dietel/Dalbeck) to approve Resolution #22-03-04. This is a requirement if the holiday dates are changed to other than the actual holiday. This will make the dates legal to go with the approved calendar. This is done every year. The motion to approve Resolution #22-03-04 School Holidays was adopted unanimously.
- c. **\*ESEA Title III LEP Student Program Funding Memorandum of Understanding, R145-03-04.** It was moved and seconded (Wilcox/Tracy) to approve ESEA Title III LEP Student Program Funding Memorandum of Understanding. This is done annually. Due to the small amount of money the district receives the district is unable to apply for the funds on our own. The district goes through Glendale Unified. This money will go towards the instructional aides salary. The motion to approve ESEA Title III LEP Student Program Funding Memorandum of Understanding was adopted unanimously.
- d. **\*Approval of La Canada High School WASC Three Year Progress Report, R153-03-04.** It was moved and seconded (Dalbeck/Tracy) to approve the La Canada High School WASC Three Year Progress Report. Schools either get a 1,2,3, or a 6 year term of accreditation. If they get a 6 year they get a progress report or a progress report and a visit. The high school received a 6 year report only. The report shows the schools response to section three Progress on Critical Issues. The school will have its next visit three years from now. The board briefly discussed technology issues at the high school with Mr. Stratton. Mr. Dietel asked for clarification on some of the WASC recommendations, which Mr. Stratton provided. The motion to approve the La Canada High School WASC Three Year Progress Report was adopted unanimously.
- e. **School Site Plans for 2004-05, R154-03-04.** This item is a first reading. Jim reported the LCUSD site plans adhere to the Single School Plan for Pupil Achievement template. District is asking the board to approve the goals at this point because sites don't know what the budget will be at this time. The goals at the three elementary schools are pretty consistent. This year, the district is asking the board to approve the plans and the district will come back to the board once budget information is available. Mr. Tracy questioned safety issues at the high school. Mary Jane responded there is a lot of insight received from the students on site council. They have student reps 7 – 12. Site councils are suppose to look at the entire issues at the school, including safety issues. The reason we have established new science labs is due to the safety issues mentioned in this plan. A correction can be made to reflect the modernization to the science labs which enables teachers to accommodate the students in the classroom. The Sites reading intervention programs were discussed. Mr. Stratton reported all sites have an intervention program but there are no funds available for these programs. In the future, Title V money will be used for intervention programs. It is not budgeted yet

because we do not have the amount of money available at this time. This item will come back to the board next meeting for approval with some revisions.

- f. **Vote Regarding Sewer Assessment Ballot, R155-03-40.** This item is being presented as a first reading. Mr. Banis reported the City is conducting a mail in ballot for an assessment to install sewers in Assessment District No. 04-1. The District Office and Palm Crest lie in this Assessment District. The district has received an assessment ballot to indicate support or opposition for this sewer project. The district's assessment is estimated to be \$503,835.99 with interest of \$312,864 if paid over twenty years, for a total of approximately \$806,700. Mr. Banis discussed additional costs to the district besides the City's assessment. It will cost approximately \$70,000 to vacate the current septic system and a lateral feed. Costs for the other district sites to be hooked up were discussed. Prop 218 was discussed. The City responded they ran Prop 218 by their legal counsel and they have no authority to exempt the school district. The City reported District 1 occurred in 97-98 and Prop 218 was around at that time. The City discussed the formula used to determine the assessment fees. There is a difference between elementary assessment and high school assessment. The district questioned the City on the increase in costs from District 1 to District 3. Mr. Alexander responded the preliminary estimate on District 3 was somewhere in the area of \$21,000,000, it is now \$30,000,000. It is hard to compare 3 to 1. The City is financing 3 differently than how they financed 1 and 2. The soil conditions are different than 1 and 2 which also hiked up the cost of 3. The city has to decide whether to move ahead with the project or wait until the State implements the state revolving fund program. Based on the increase in construction costs the City felt it could be a wash and they made the decision to put the vote to District 3. If the vote does not pass they will move on to District 4 and will come back to 3 at a later date. Mrs. Wilcox stated the district is currently in a budget crisis and asked the city if the property could be reassessed, which could provide some relief to the district. Mr. Alexander stated the engineer has looked at the estimated flow and usage. If the City were to go back and reevaluate the site the City may be able to reduce the assessment some. Mr. Alexander reported it was the city councils decision to upgrade the District 3 project so all streets will be redone and will be finished. District 1 is fixing only what was damaged during construction but is stretching the street budget on 1 and 2, it will be years before the streets will be completed. District 3 will be complete at the end of the project. Mr. Beattie asked the City whether they see the state revolving fund coming back. Mr. Alexander reported they have not been given a time line on when this fund would be reinstated. The City would refinance if the state revolving fund becomes available, and District 3 would be reassessed. Mr. Dietel stated he is in support of the sewer but the district is in financial crisis. Mr. Dietel requested Dr. Leabo to check on the legalities of Proposition 218 and requested the District talk to Mr. Alexander and Mr. Castellanos or the City Council with regards to any kind of relief that would be available. Mark Alexander reported the Sanitation District is willing to waive the fee of \$28,000, which is currently included in the assessment amount. Mr. Alexander also stated the district can save 11% on any prepaid amount of the assessment. Mr. Tracy asked Dr. Leabo to look at a low interest rate loan for the assessment fee and ask for a total payment of the now \$400,000 and revisit Cindy's question whether bond funds could be used towards this assessment fee. Mr. Beattie reported the annual cost of this project is the cost of a teacher salary every year for the next 20 years. Mr. Beattie stated a special meeting will be scheduled prior to June 8<sup>th</sup>. Dr. Leabo questioned whether the City Council would be able to make an agreement prior to the date the vote is due. Mr. Alexander responded something could be prepared for discussion. It was agreed by the board a legal opinion should be received. The board will revisit this prior to June 8<sup>th</sup>.

## 2. Second Reading

- a. **Approval of Language Arts Literature Book, R139-03-04.** It was moved and seconded (Dalbeck/Tracy) to approve the Language Arts Literature Book. This is for approval for an additional supplemental book. The motion to approve the Language Arts Literature Book was adopted unanimously.

### 3. Consent Agenda

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

- a. **Personnel Report, P22-03-04.** The Board approved the following Personnel Items: *Certificated:* Hires: Sharon Sherman, Jeannie Zacaria; Leave of Absence: Shannon Burke, Jocelyn Finn, John Herkert, Carrie King; Retirement: Warren Weaver. *Classified:* Hires: Annette Kazarian, Kathleen Marine, Reclassification: Luis Portillo; Resignations: Maureen Ciulla.
- b. **Special Activities: LCHS Girls Basketball, R152-03-04.** The Board approved the Special Activity.
- c. **Request to go to Bid for Fire Extinguisher Services, R147-03-04.** The Board approved the Request to go to Bid for Fire Extinguisher Services.
- d. **Request to go to Bid for Fire Protection Services, R148-03-04.** The Board approved the Request to go to Bid for Fire Protection Services.
- e. **Request to go to Bid for Pest Management, R149-03-04.** The Board approved the Request to go to Bid for Pest Management.
- f. **Request to go to Bid for Waste Disposal, R150-03-04.** The Board approved the Request to go to Bid for Waste Disposal.
- g. **Change Order of La Canada High School Chemistry/Science Lab, R151-03-04.** The Board approved the Change Order for the LCHS Chemistry/Science Lab.
- h. **Gifts to District, R146-03-04.** The Board approved the Gifts to District.
- i. **Purchase Order List #13.** The Board approved purchase order list #13.

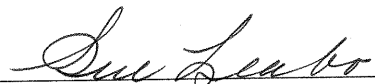
### COMMUNICATIONS

Calendars were discussed.

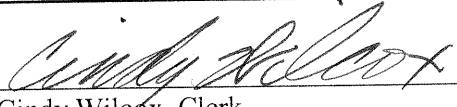
Wilcox reported on the every 15 minutes program at the high school.

### ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 9:52 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, June 8, 2004, at 7:00 p.m. in Room 41 at 4490 Cornishon Avenue.

  
 Sue Leabo, Superintendent  
 Secretary to the Governing Board

### MINUTES APPROVED

  
 Cindy Wilcox, Clerk

  
 Date

