

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

December 6, 2005

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:00 p.m. by President Ron Dietel on December 6, 2005 at La Cañada High School in the Information Resource Center at 4463 Oak Grove in La Cañada, California. Present were Board Members, Ron Dietel, Scott Tracy, Jinny Dalbeck, Cindy Wilcox and Andy Beattie.

**CLOSED SESSION**

The Governing Board adjourned to Closed Session at 4:30 p.m. p.m. in La Cañada High School in the Information Resource Center at 4463 Oak Grove in La Cañada, California. Present were the five Board Members and Superintendent James Stratton. Deputy Superintendent Bill Loose and Assistant Superintendent Mike Leininger joined the Board and the Superintendent in Closed Session at 6:15 p.m. Closed Session adjourned at 7:00 p.m.

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

**ANNUAL ORGANIZATIONAL MEETING**

The Annual Organizational Meeting of the Governing Board was reconvened at 7:10 p.m. in the Information Resource Center at La Canada High School in La Canada, California. Present were the five Governing Board Members, Mr. Stratton, Dr. Loose, Dr. Leininger and Executive Secretary to the Superintendent Kim Bergner. There were approximately 60 people in the audience. Dr. Dietel asked Larry Naeve to lead the Pledge of Allegiance to the Flag.

**REPORT OUT OF CLOSED SESSION**

Dr. Dietel reported out of Closed Session that the Governing Board voted to reject a claim filed by a former employee on October 15, 2005,

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

Dr. Dietel stated that the minutes of the November 15, 2005 regular meeting of the governing board had been distributed to the governing board members in advance for review. The minutes of the November 15, 2005 were approved as presented.

**REPORTS**

**1. Student Representative Report**

Ms. Shipley announced the LCHS Water Polo team is the CIF Water Polo Champions. Coach Naeve and the team were present. Ms. Shipley introduced each member of the team and

congratulated them on their win. Dr. Dietel thanked all of the athletes and coaches of the Water Polo team for attending the board meeting tonight and congratulated them on their success. Larry Naeve stated the water polo team is a great group to work with and they have been the best water polo team ever.

Ms. Shipley also discussed the upcoming ASB food drive and the Monte Carlo dance.

## **2. Superintendent's Report**

Mr. Stratton reported on the upcoming winter activities.

## **3. President's Report**

Dr. Dietel announced this is his last board meeting. Dr. Dietel stated he has enjoyed serving on the board and thanked the existing board for their support and dedication. As a closing remark, Dr. Dietel read a statement from a Kentucky school principal which expresses his love and concern for student success.

## **4. Assistant Superintendent' of Facilities and Operations Report**

Dr. Leininger provided a brief construction update and discussed the upcoming workshop on December 13, 2005. The district office move is expected to take place during winter break. The La Canada Elementary modernization and the La Canada High School restrooms are in close out. The Energy Management System upgrade at the high school is about 99% complete. The high school choral room and elevator is about 30% complete.

## **Presentations**

The Governing Board thanked Dr. Dietel and Mr. Beattie for their service to the district and presented them with a plaque recognizing their commitment to LCUSD students. Mr. Stratton stated he has valued the input of Dr. Dietel and Mr. Beattie and thanked them for their friendship and support.

## **Oath of Office and Seating of Board Members**

Dr. Dietel administered the Oath of Office to Joel Peterson, Scott Tracy and Susan Boyd.

## **Signature of Code of Ethics**

All members of the governing board signed the Code of Ethics as part of the annual organizational meeting.

## **Election of Officers**

As current Vice President of the governing board Mr. Tracy read the process for election of officers. Per Roberts Rules of Order the election of officers will be based on nominations from the floor. When there is more than one nominee for a given office the candidates will be voted on in the order in which they were nominated.

Mr. Tracy then opened the nominations for President. Mrs. Boyd nominated Mrs. Dalbeck. Mrs. Wilcox nominated Mr. Tracy. Mr. Tracy called for the vote for Mrs. Dalbeck as President. The vote failed with a 2:3 vote. Those opposed were Mr. Tracy, Mr. Peterson and Mrs. Wilcox. Mr. Tracy called the vote for Mr. Tracy as President. The vote passed with a 3:2 vote. Those opposed were Mrs. Dalbeck and Mrs. Boyd. With the majority vote, Mr. Tracy was appointed President.

Mr. Tracy then called for nominations for Vice President. Mr. Peterson nominated Mrs. Dalbeck. Mrs. Wilcox nominated Mr. Peterson. Mr. Tracy called for the vote for Mrs. Dalbeck as Vice President. Mrs. Dalbeck was appointed Vice President by a 4:1 vote. Mrs. Wilcox was the opposing vote.

Mr. Tracy then called for nominations for Clerk. Mrs. Dalbeck nominated Mrs. Boyd. Mrs. Boyd nominated Mrs. Wilcox. Mr. Tracy called for the vote for Mrs. Boyd as Clerk. Mrs. Boyd was appointed Clerk by a 3:2 vote. The opposing votes were Mrs. Boyd and Mr. Peterson.

### OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

None

### PROPOSED ACTION ITEMS

#### 1. First Reading

- a. **\*First Interim Budget, R72-05-06.** It was moved and seconded (Wilcox/Dalbeck) to approve the First Interim Budget, R72-05-06. Dr. Loose discussed the First Interim Budget. Mrs. Wilcox asked about the revenue limit and the assumptions. Mrs. Wilcox requested a breakdown of the assumptions used to generate the increase in Revenue Limit. Dr. Loose provided clarification on benefits. Dr. Loose was asked about the larger-than-expected ending balance for the Unaudited Actuals. He explained that the district has accrued funds for the pay increase to teachers, but because the negotiations were not settled until 2005-2006, the accrued funds were not paid out in 2004-2005, and the ending balance was higher. Statutory Benefits include workers compensation, PERS and STRS. Mrs. Wilcox stated she would like goals based budgeting to assist in class size reduction. Mrs. Wilcox reported she would also like the staffing ratios included in the assumptions. Mrs. Boyd asked about the extra hours, non sick day substitutes and overtime which were removed from the budget. Dr. Loose clarified. Mr. Tracy reminded Dr. Loose that he had requested a new format for the budget assumptions memo to Los Angeles County Office of Education. Mrs. Dalbeck asked for clarification on Transfers In and Out. Clarification was provided on Funds 20 and 71. Mrs. Dalbeck asked about the assumptions on mandated costs. Dr. Loose stated he will research the mandated cost income over the past three years. Mr. Peterson commented on the need for the budget to not only meet reporting requirements to LA County, but the financial information needs of the Board and the community. He suggested that staff look into a more easily understood format, possibly building on a prior or other ~~existing~~ <sup>existing</sup> format. Additionally, Mr. Peterson suggested the addition of a glossary to explain educational budgetary terms. He also requested that the budget be placed on the District website, to be replaced by the newer form once that is approved. The Board concurred and Mr. Tracy directed staff to put the approved Interim Budget on the website. Mr. Tracy gave direction from the board for staff to provide better disclosure of budget information which would provide a clearer understanding of the district budget. Mrs. Dalbeck briefly discussed the user friendly budget book which was presented to the board and the public in the past. It was requested samples of the user friendly book be put in TWIR. Mr. Tracy shared his concern on the ending balance on the proposed budget for 2006-07. The motion to approve the First interim Budget was adopted unanimously.
- b. **\*Resolution #10-05-06 Reimbursement of Expenses Incurred by Board Representatives.** It was moved and seconded (Dalbeck/Wilcox) to approve Resolution #10-05-06 Reimbursement of Expenses Incurred by Board Representatives. This is an

annual resolution that is needed to reimburse board members for any board member expenses. It was moved and seconded (Peterson/Wilcox) to amend the Resolution to state that prior approval for the expense must be received. The motion to approve Resolution #10-05-06 Reimbursement of Expenses Incurred by Board Representatives as amended was adopted unanimously.

- c. **\*Resolution #11-05-06 Authorized Signatures.** It was moved and seconded (Wilcox/Peterson) to approve Resolution #11-05-06 Authorized Signatures. This is an annual resolution that authorizes staff to sign particular documents and contracts. The motion to approve Resolution #11-05-06 Authorized Signatures was adopted unanimously.
- d. **\*Approve Board Meeting Calendar, R73-05-06.** It was moved and seconded (Peterson/Dalbeck) to approve the Board Meeting Calendar, R73-05-06. This is in keeping with the schedule of this past year, which is approximately every three weeks. The motion to approve the Board Meeting Calendar, R73-05-06 was adopted unanimously.
- e. **\*Nominations for CSBA Delegate Assembly, R75-05-06.** It was moved and seconded (Wilcox/Dalbeck) to discuss whether to make a nomination for CSBA Delegate Assembly, R75-05-06. Mrs. Dalbeck stated she has been approached to run for Delegate Assembly. It was moved and seconded (Wilcox/Boyd) to nominate Mrs. Dalbeck for CSBA Delegate Assembly. The motion to nominate Mrs. Dalbeck for CSBA Delegate Assembly was adopted unanimously.
- f. **\*Approval of Supplemental Agreement 05-03 to the Joint Use Agreement, R76-05-06.** Mrs. Dalbeck moved to table this item. It was moved and seconded to table this item until after the next Joint Use meeting. The motion to table this was adopted unanimously.

## 2. Second Reading

- a. **Potential New Courses at LCHS for 2006-07, R67-05-06.** It was moved and seconded (Wilcox/Dalbeck) to approve the Potential New Course at LCHS for 2006-07, R67-05-06. Mr. Stratton clarified questions from the last board meeting regarding the sports medicine class. Ms. Shipley reported there is huge interest among the students at the high school in both classes. The Spanish class is a great opportunity for the students that don't want to take AP Spanish. The motion to approve the Potential New Courses at LCHS for 2006-07 was adopted unanimously.

## 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, P12-05-06.** The Board approved the following Personnel Items: *Certificated:* New Hires: Teresa Rothe, Jill Sayre and Cole Spittler. *Classified:* New Hires: Ernesto Benavidez, Ann Chan and Lisa Stark.
- b. **Extra Duty, Extra Pay, P13-05-06.** The Board approved the Extra Duty/Extra Pay Report.
- c. **CSEA Contract – 2006-07 School Calendar, R69-05-06.** The Board approved the CSEA Contract – 2006-07 school calendar.
- d. **Special Activity: Yosemite Institute, R70-05-06.** The Board approved the LCHS request to attend Yosemite Institute February 19, 2006 – February 24, 2006.
- e. **Special Activity: Valley Forge, R71-05-06.** The Board approved the LCE request to attend Valley Forge February 6, 2006 – February 10, 2006.
- f. **Gifts to District, R74-05-06.** The Board approved the Gifts to the District presented.
- g. **Purchase Order List #8.** The Board approved Purchase Order List #8.

### 2006 Board Appointments/Discussion of Liaisons to Community Organizations

The board discussed community liaison and committee assignments for 2006. It was recommended a sub committee be formed to assign the liaison positions. Mr. Tracy recommended the President and Vice President be the sub committee. The board was asked to submit their first three choices via email or fax to either the President or Vice President by Friday, December 9, 2005.

### COMMUNICATIONS

Mr. Stratton stated negotiations will begin again in February or March and he would like to schedule the interest based bargaining training. The training is a two day training. Mr. Stratton would like the entire board to participate. It was agreed to meet on January 22nd and 23rd

Workshop priorities were discussed. The next four workshops were scheduled. December 13<sup>th</sup> will be a construction workshop. Class size reduction is scheduled for January 17<sup>th</sup> at 4 pm. February 28<sup>th</sup> at 4 pm will be staff evaluation and the March workshop will be on developer fees. It was requested workshop materials be distributed in advance.

The board agreed to revisit the governing board core values at the next board meeting.

Mr. Stratton distributed the norms for review by the board. Also distributed was a packet on the Brown Act. The Brown Act was discussed.

It was moved and seconded (Boyd/Wilcox) to extend the meeting to 10:30 p.m. The motion to extend the meeting to 10:30 p.m. was adopted unanimously.

Mr. Stratton distributed information from Best, Best & Krieger regarding statements made by members of the board.

Mr. Tracy asked that if board members make requests of staff that he be notified.

Mrs. Wilcox would like a time to get together and hear about teachers that may be tenured or not and look at their files. Mr. Stratton would like to do legal research to see what is or isn't permissible. Mrs. Wilcox then stated maybe the board could just hear from staff on why they are making the recommendation that they are. Mrs. Dalbeck reported that in the past a list was presented to the board with a general update in November or December if there were issues that arise. Mr. Stratton suggested this be reviewed at the January 17<sup>th</sup> board meeting in Closed Session.

The Board reviewed calendars to ensure board attendance at all elementary Holiday Luncheons.

Mrs. Wilcox asked about the Audit sub-committee.

It was requested a copy of the Los Angeles County survey of salaries be put in TWIR.

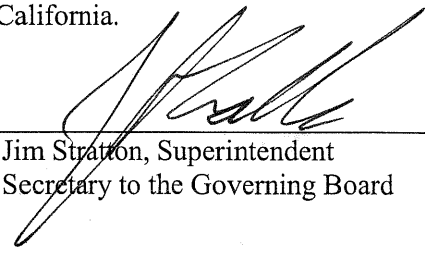
Mrs. Wilcox requested current budget information be put on the district web site. The board concurred.

Mr. Peterson discussed the norms and the bylaws. In the past a subcommittee was formed to revise the bylaws. Mrs. Wilcox and Mr. Peterson volunteered to sit on a committee.

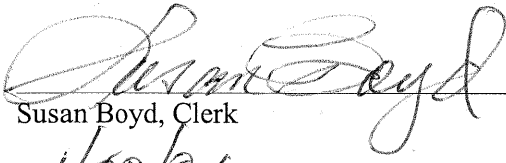
Mrs. Boyd requested the board meetings be televised. Mr. Stratton stated the most cost effective way to do this would be with a taped version. Mr. Stratton will ask Mr. Kwok to prepare a memo to report on this. The board requested this item be agendized on January 17<sup>th</sup>.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 10:29 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, January 17, 2006, at 7:00 p.m. in the Round Building at 4490 Cornishon Drive in La Canada, California.

  
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Jim Stratton, Superintendent  
Secretary to the Governing Board

**MINUTES APPROVED**

  
\_\_\_\_\_  
Susan Boyd, Clerk

  
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Date