

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

February 28, 2006

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:02 p.m. by President Scott Tracy on February 28, 2006 in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were Board Members, Scott Tracy, Jinny Dalbeck, Cindy Wilcox, Susan Boyd and Joel Peterson.

WORKSHOP: Staff Evaluation

The workshop on staff evaluation began at 5:02 p.m. Present were the five Board Members, Superintendent Jim Stratton, Deputy Superintendent Bill Loose and Assistant Superintendent Mike Leininger.

Dr. Loose began the workshop on staff evaluation addressing certificated personnel. Dr. Loose discussed the frequency of certificated evaluations per Education Code 44664 and evaluation assessment guidelines per Education Code 44662. Dr. Loose discussed the La Canada Teacher's Association contract, Article XVI. Mrs. Wilcox asked for clarification on the three categories: satisfactory, needs improvement, and unsatisfactory. Peer Assistance Review (PAR) was briefly discussed.

Dr. Loose discussed the impact of a late evaluation and the grievance process. The district's history on 45 and 90 day notices was discussed.

Dr. Loose and Mr. Stratton reported on the evaluation process for the principal. Mr. Stratton reported in-service on staff evaluations is provided to principals at the summer retreat; direct training of principals by district office staff and sometimes outside training is provided. Mrs. Wilcox asked if the Board has any role in the evaluation process. The answer was No. Mr. Stratton reported the evaluation guidelines are set per Education Code and the LCTA contract, which is negotiated.

Student and parent feedback on teachers was discussed. Dr. Loose clarified the complaint process. Certificated staff attendance was discussed.

Dr. Loose briefly discussed the tenure and non-re-elect process. Dr. Loose reported the district can release a certificated employee for no cause the first year. Due to time constraints, Dr. Loose will discuss classified evaluations at the next board meeting.

The workshop was adjourned at 6:06 p.m.

CLOSED SESSION

The Governing Board adjourned to Closed Session at 6:06 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada, California. Present were the five Board Members, Superintendent Jim Stratton, Deputy Superintendent Bill Loose and Assistant Superintendent Mike Leininger. Closed session adjourned at 7:00 p.m.

MEMBERS PRESENT:

- Mr. Scott Tracy, President
- Mrs. Jinny Dalbeck, Vice President
- Mrs. Susan Boyd, Clerk
- Mrs. Cindy Wilcox, Member
- Mr. Joel Peterson, Member

REGULAR MEETING

The Regular Meeting of the Governing Board was reconvened at 7:09 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada. Present were the five Governing Board Members, Mr. Stratton, Dr. Loose, Mr. Leininger and Executive Secretary to the Superintendent Kim Bergner. There were approximately 31 people in the audience. Mr. Tracy asked Dr. Dragos to lead the Pledge of Allegiance to the Flag.

REPORT OUT OF CLOSED SESSION

Mr. Tracy reported the Board took action in closed session to issue notices of non-re-election to probationary certificated employees, identified by Resolution 13-05-06 Probationary Employee #2005-06-01, Probationary Employee 2005-06-02, Probationary Employee 2005-06-03 and Resolution 14-05-06 Probationary Employee 2005-06-04 pursuant to Education Code Section 44929.21(b), effective at the end of the 2005-06 school year, and directed the Superintendent or designee to send out appropriate legal notices. The roll call votes for both resolutions were as follows: Ayes 5, Nays 0, Abstentions 0.

APPROVAL OF AGENDA

It was moved and seconded (Dalbeck/Boyd) to approve the agenda. Mrs. Wilcox requested item 3a be pulled from the consent agenda and moved to the action items in three sections. Mrs. Wilcox proposed under 1f the board vote on the two personnel items Nicole Roberts for the Reading Intervention position and Louise Eddie for the Accounting Technician I position; under 1g Mrs. Wilcox proposed that the Board vote on the permanent status employment of Beth Chamberlain, Janet Hotchkin and Lia Roberts and under 1h Mrs. Wilcox proposed the Board vote on the permanent status employment of Allison Dalbeck. Mrs. Boyd would like to move agenda items 3f and g to agenda items 1i and 1j and agenda item 3n to 1k. The motion to approve the agenda as amended was adopted by a 4:1 vote with Mrs. Dalbeck voting against the amended agenda.

APPROVAL OF MINUTES

Mr. Tracy stated that the minutes of the February 1, 2006 and February 7, 2006 meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes of the February 1, 2006 and February 7, 2006 were approved as presented.

REPORTS

1. Student Representative Report

Ms. Shipley congratulated all winter sports teams on their successes. Many of the teams made it to CIF. At the request of parents and students, ASB was able to get a bus to Mission Viejo for the boy's basketball game. The art show is being set up and will be displayed in March. Rehearsals for West Side Story have begun.

2. Superintendent's Report

Mr. Stratton introduced La Canada High School principal, Dr. Damon Dragos, who was present this evening to assist in recognizing student achievements. Board President, Mr. Tracy and Dr. Dragos presented the students from the JPL Invention Challenge and the All State Honors Band with certificates in recognition of their outstanding achievements.

3. President's Report

Mr. Tracy deferred his report.

4. Assistant Superintendent of Facilities and Operations Report

Dr. Leininger stated that in the last board meeting the Board thanked PCM3 for the new reporting format. David Charles and Tib DeMartino were present tonight and Dr. Leininger thanked them for their hard work and cooperation. Dr. Leininger reviewed the project

summary. Dr. Leininger reported on the EMS system. Mr. Peterson asked if Osborn has reported back on the research on the new EMS system. Dr. Leininger responded he is expecting information at tomorrow's construction meeting.

OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

None

PROPOSED ACTION ITEMS

1. First Reading

- a. ***Second Interim Budget Report, R106-05-06.** It was moved and seconded (Peterson/Wilcox) to approve the Second Interim Budget Report. Dr. Loose reported on the Second Interim Budget. The California cycle requires all school districts to report prior to March 15 on the Second Interim Report. The Second Interim Report is provided to the county office to show that the district is solvent as of January 31, 2006, will remain solvent through the end of the fiscal year in June 2006, and is projected to maintain solvency through the following two fiscal years to June 2008. Dr. Loose reviewed the budget book and the second interim budget. Mr. Tracy stated the solvency does not include any negotiated increase for 2005-06. Mr. Tracy asked Dr. Loose about the transfer amounts to confirm the amounts on the cover are correct. Dr. Loose discussed the Second Interim Revenue Limit spreadsheet to help clarified statutory COLA, COLA deficated by State and LCUSD Funded COLA. Mrs. Wilcox would like to reconvene the sub-committee to continue to work on the budget book. It was moved and seconded (Peterson/Wilcox) to amend the motion to approve the second interim budget report embodied in the numbers attached to the agenda #R106-05-06 that is entitled 2005-06 Second Interim Budget. The motion failed with a 0:5 vote. It was moved and seconded (Peterson/Boyd) to amend the motion to accept the motion as it is with the clarification that the title attached to R106-05-06 be changed to Second Interim Budget. The motion to approve the motion as amended was adopted unanimously.
- b. **Approval of Educational Goals for 2006-07, R107-0506.** This item is being presented for a first reading. Mr. Stratton reported that at the last workshop it was explained how the goals would be implemented. As a result of that discussion Mr. Tracy asked board members to send recommendations to Mr. Stratton. Mr. Stratton received those comments and received comments from the community as well. Presented this evening, is a copy of the goals as they would be revised based on the recommendations received. This item will return for approval at the next meeting. In between this meeting and the next board meeting the goals will go back to Curriculum Council as well. Mrs. Dalbeck stated if there are any other changes to the goals presented tonight they be sent to Mr. Stratton prior to the next board meeting. It was requested any changes be submitted to Mr. Stratton by March 8th. Mr. Stratton reviewed the current changes to the Educational Goals. This will come back to the Board on March 21st.
- c. ***Approval to Enter into Contract for Developer Fee Justification Study, R105-05-06.** It was moved and seconded (Wilcox/Boyd) to approve entering into a contract for a developer fee justification study. Dr. Loose reported it has been approximately 20 years since the district has increased their developer fees. The State Allocation Board has recently approved a new maximum developer fee rate of \$2.63 per square foot of residential development. The district started a developer fee in 1989 at \$1.50 and it has never been increased. Mr. Gary Mortimer from School Facilities Planning and Management was in the audience this evening for any questions. Mr. Peterson

requested the developer fee justification study be available on CD. The motion to approve entering into a contract for a developer fee justification study was adopted unanimously.

- d. ***CSBA Delegate Assembly Election, R104-05-06.** It was moved and seconded (Boyd/Wilcox) to approve the CSBA Delegate Assembly Election. Mr. Tracy asked Mrs. Dalbeck for her recommendation. Mrs. Dalbeck recommended Pam Ellis and Ed Honowitz. There was discussion on the various candidates. The Board agreed to vote for Pam Ellis, Ed Honowitz and Virginia Dalbeck. The motion to approve the CSBA Delegate Assembly Election was adopted unanimously.
- e. **CSEA Contract Corrections, R108-05-06.** This item is being presented as a first reading. The correction presented is on the evaluation process for classified staff. This correction will match the contract to the evaluation form. The motion to approve the CSEA contract corrections was adopted unanimously.
- f. **Personnel Report, P17-05-06.** It was moved and seconded (Wilcox/Peterson) to approve the employment of Nicole Roberts for Reading Intervention and Louise Leddie as Accounting Technician I. The motion to approve the employment of Nicole Roberts for Reading Intervention and Louise Leddie as Accounting Technician I was adopted unanimously.
- g. **Personnel Report, P17-05-06.** It was moved and seconded (Wilcox/Boyd) to approve the rehire for tenured status for Elizabeth Chamberlain, Janet Hotchkin and Lia Roberts. The motion to approve the rehire for tenured status for Elizabeth Chamberlain, Janet Hotchkin and Lia Roberts was adopted unanimously.
- h. **Personnel Report, P17-05-06.** It was moved and seconded (Boyd/Peterson) to approve the rehire for tenured status of Allison Dalbeck. Mrs. Dalbeck left the meeting prior to discussion of the rehire for tenured status of Allison Dalbeck and recused herself from the vote. Mrs. Wilcox read the following statement, which she requested be included in the minutes: "We have a current board member whose daughter could receive a permanent-status, life-time position with this vote. Our schools are part of a public school district, and are not part of a privately-held company. In my opinion, it is inappropriate for us to be allocating taxpayer funds to give a job to the child of a seated board member. In order to maintain the public trust, we need to hold ourselves to the highest standards, and I am voting no." The motion to approve the rehire for tenured status of Allison Dalbeck passed with a 3:1 vote. Mrs. Wilcox voted against the motion and Mrs. Dalbeck recused herself.
- i. **Special Activity: Women's Ensemble, R101-05-06.**
- j. **Special Activity: Chamber Singers, R102-05-06.**
It was moved and seconded (Peterson/Tracy) to approve Special Activity: Women's Ensemble, R101-05-06 and Special Activity: Chamber Singers, R102-05-06. Mr. Stratton discussed the itinerary for both special activities. A board member received clarification on the field trip process and the itinerary review process. A field trip evaluation form was discussed. The motion to approve Special Activity: Women's Ensemble, R101-05-06 and Special Activity; Chamber Singers, R102-05-06 was adopted unanimously.
- k. **Ratification of Change Order for G. Voskanian Construction, Inc., R116-05-06.** It was moved and seconded (Boyd/Dalbeck) to approve the Ratification of Change Order for G. Voskanian Construction, Inc, R116-05-06. Dr. Leininger reported this change order is approximately 6% of the total budget and includes about \$40,000 in cost associated with redoing building C. A board member asked about the change order approval process and the limits of the change order approvals. Dr. Leininger would like to discuss change order limits at tomorrow's construction meeting with the architects and PCM3 and the two board members present. The board agreed the two board members on the construction sub-committee would discuss change order limits at the next construction meeting and were asked to bring back the information to the board.

The motion to approve the Ratification of Change Order for G. Voskianian Construction, Inc., R116-05-06 was adopted unanimously.

2. **Second Reading**

- a. **Potential New Course at LCHS, R92-05-06.** It was moved and seconded (Boyd/Wilcox) to approve the Potential New Course at LCHS, R92-05-06. Mr. Stratton reported on the proposed 7/8 course. The motion to approve the Potential New Course at LCHS, R93-05-06 was adopted unanimously.
- b. **Approval of Revised Board Policy 616252 CAHSEE, R96-05-06.** It was moved and seconded (Wilcox/Boyd) to approve the Revised Board Policy 6162.52 CAHSEE, R96-05-06. Mr. Stratton briefly discussed the eligibility criteria for the Certificate of Completion. The motion to approve the Revised Board Policy 6162.52 CAHSEE, R96-05-06 was adopted unanimously.

3. **Consent Agenda**

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

- a. **Personnel Report, P17-050-6.** This item was moved to First Reading.
- b. **Authorization to Teach Physical Education, R98-05-06.** The Board approved the Authorization to Teach Physical Education for Cynthia Calm and Nancy Padilla.
- c. **Subject Matter Authorization, R109-05-06.** The Board approved the subject matter authorization for Robert Chacon and Kevin C. Matthews.
- d. **Special Activity: All State Honors Chorus, R99-05-06.** The Board approved the All State Honors Chorus trip to Sacramento, California March 9 to March 11, 2006.
- e. **Special Activity: Men's Ensemble, R100-05-06.** The Board approved the Men's Ensemble trip to San Diego March 16 to March 19, 2006.
- f. **Special Activity: Women's Ensemble, R101-05-06.** This item was moved to First Reading for discussion.
- g. **Special Activity: Chamber Singers, R102-05-06.** This item was moved to First Reading for discussion.
- h. **Ratification of Change Order for Lee's Engineering & Construction, Inc. R110-05-06.** The board approved the ratification of change order for Lee's Engineering & Construction, inc. in the amount of \$6,667.98.
- i. **Ratification of Change Order for Lee's Engineering & Construction, Inc. R111-05-06.** The board approved the ratification of change order for Lee's Engineering & Construction, Inc. This change order is scope of work only. There is no financial impact associated with this ratification.
- j. **Ratification of Change Order for C.T. Georgiou Painting Co., R112-05-06.** The board approved the ratification of change order for C.T. Georgiou Painting Co. in the amount of \$1,000.00.
- k. **Ratification of Change Order for Donald M. Hoover, R113-05-06.** The board approved the ratification of change order for Donald M. Hoover which will decreased the contract the amount of \$1,600.00.
- l. **Ratification of Change Order for Athena Engineering, Inc., R114-05-06.** The board approved the ratification of change order for Athena Engineering, Inc. in the amount of \$7,593.43.
- m. **Ratification of Change Order for G. Voskianian Construction, Inc. R115-05-06.** The board approved the ratification of change order for G. Voskianian Construction, Inc. in the amount of \$11,279.17.
- n. **Ratification of Change Order for G. Voskianian Construction, Inc. R116-05-06.** This item was moved to First Reading for discussion.
- o. **Gifts to District, R103-05-06.** The Board approved the Gifts to the District presented.

- p. **Purchase Order List #11.** The Board approved Purchase Order List #11.

COMMUNICATIONS

Mr. Tracy asked Board Members to report on their liaison meetings.

Mrs. Dalbeck reported on Joint Use and the Traffic Safety program.

Mr. Peterson reported on the Sports Coalition and the Chamber of Commerce.

Mrs. Dalbeck gave an update on the Palm Drive District Office Property Committee. The next meeting is March 24th.

Mrs. Dalbeck reported on Five Star Coalition.

Mrs. Dalbeck and Mrs. Boyd will provide a written report on their CALSSD meeting in Sacramento.

The Board discussed the user friendly budget book. Mrs. Boyd recommended the Board give any recommended changes to the sub-committee by March 8th. The board directed staff to put the user friendly book on the web site with an introduction.

The Special Board meeting was scheduled for March 6th from 8:00 a.m. – 9:30 a.m.

Founders Day was discussed.

Title IX was discussed

It was moved and seconded (Dalbeck/Wilcox) to extend the meeting to 11:00 p.m. The motion to extend the meeting to 11:00 p.m. was adopted unanimously.

CLOSED SESSION

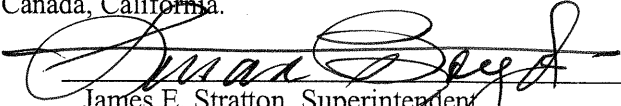
The Governing Board reconvened to Closed Session at 10:40 p.m. It was moved and seconded to extend the meeting to 12:00 a.m. The motion to extend the meeting to 12:00 a.m. was adopted unanimously.

REGULAR MEETING

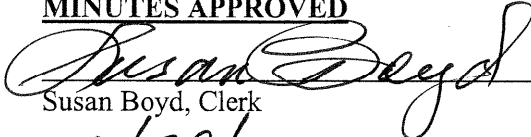
At 11:57 p.m. the Governing Board reconvened to Open Session. Mr. Tracy stated there was nothing to report out of closed session.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 11:58 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, March 21, 2006, 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


Susan Boyd, Clerk

3/29/06
Date