

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

November 13, 2001

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:00 p.m. by Vice President Jinny Dalbeck on November 13, 2001 in the La Cañada Elementary School Library at 4540 Encinas Drive in La Cañada, California. Present were Board Members Jinny Dalbeck, Will Moffitt and Meredith Reynolds, Interim Superintendent Sue Leabo, Assistant Superintendent of Curriculum and Instruction Jim Stratton, and Assistant Superintendent of Business Services John Kramar.

**CLOSED SESSION**

The Governing Board adjourned to Closed Session at 5:01 p.m. in the La Cañada Elementary School Faculty Lounge. Present were the three Board Members, Interim Superintendent Sue Leabo, Assistant Superintendent of Curriculum and Instruction Jim Stratton and Assistant Superintendent of Business Services John Kramar. Closed Session adjourned at 7:03 p.m.

**MEMBERS PRESENT:** Mrs. Jinny Dalbeck, Vice President  
Mr. William Moffitt, Member  
Mrs. Meredith Reynolds, Member

**MEMBERS ABSENT:** Mrs. Barbara Racklin, President

**REGULAR MEETING**

The Regular Meeting of the Governing Board was reconvened at 7:05 p.m. in the La Cañada Elementary School Library. Present were the three Governing Board Members, Dr. Leabo, Jim Stratton, John Kramar, and Secretary to the Superintendent Judy Mellick. There were approximately 14 people in the audience. Mrs. Dalbeck asked Teacher Specialist Kathy apRoberts to lead the Pledge of Allegiance to the Flag.

**REPORT OUT OF CLOSED SESSION**

Mrs. Dalbeck reported that no action was taken in Closed Session.

**APPROVAL OF MINUTES**

Mrs. Dalbeck stated that the minutes of the October 23, 2001 regular meeting of the Governing Board had been distributed to the Governing Board Members in advance for review. The minutes of the October 23, 2001 regular meeting were approved as corrected.

**APPROVAL OF AGENDA**

It was moved and seconded (Moffitt/Reynolds) to approve the agenda. The motion to approve the agenda as submitted was adopted unanimously.

**REPORTS**

**1. PTA Enrichment Budget**

PTA Council President Penny Ledbetter presented the PTA enrichment funds and volunteer hours. Mrs. Ledbetter introduced the site PTA Presidents Char Adams, Kathy Gallagher, Sue Berta, Gayle Friedmann, Cindy de Brauwere, and Faye Therrien. On behalf of the PTA Associations, PTA is gifting \$515,080 for the year 2001-02. The volunteer hours totalled 141,147 during past school year. Estimated at \$10 per hour, the total amount donated by the PTA, including dollars and man/hours would be approximately \$1,926,550. Mrs. Dalbeck thanked Mrs. Ledbetter and asked that the information be put in the newsletters, so all community members know how much the PTA contributes to the School District.

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

Dr. Leabo reported that she has visited some classrooms at PCY and the high school and said that it was a delightful experience. She commended the quality of education and dedication of the teachers.

Dr. Leabo reported that on Thursday, at 4:00 p.m., the District will be opening bids for the 600 building at the high school. The District will be starting an asbestos abatement project at the high school. She also reported that Cornishon alley has been painted and looks much better. The District continues to work on determining funding available for modernization.

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

Mrs. Dalbeck reported that President Barbara Racklin is in New York with the Red Cross and is expecting to be there through the 2<sup>nd</sup> or 3<sup>rd</sup> of December. Mrs. Dalbeck said that the Board will present Mrs. Racklin with her President's plaque at the regular December meeting. Mrs. Dalbeck reported that the Board has made a decision to move the annual organizational meeting from December 4 to November 27. The Board had scheduled a workshop for the Facilities Master Plan update for the evening of Wednesday, November 28, but will move that to Tuesday, November 27 also in order for the Board members to attend the CSBA Conference, which begins November 28. The first day of the CSBA Conference is new board orientation, and the new Board members will be attending. The meeting on November 27 will begin at 7:00 p.m., and will consist of installation of the new Board, a short reception, then the workshop at 7:30. There will also be a couple of action items, including acceptance of the bid on the new Library furniture. There will be a meeting Thursday, November 14 at 4:00 p.m. at the District Office Conference for new Board member orientation.

## 4. **Student Representative Report**

Student Representative JoAnn Bicknell reported that the high school had the second evacuation of the year because of a power interruption. The evacuation worked smoothly. An Amnesty International club has been started at LCHS. They have had three meetings. The Fall sports season is over. Cross Country placed first in the Rio Hondo League.

Mrs. Dalbeck commented that legislators have been asked to allow students to carry cell phones on campus in off mode in case of emergency evacuation. The District is looking into an automated phone system for the whole District that would call all parents if there was an emergency evacuation. Mrs. Dalbeck suggested that PTA do an article recommending that parents work out how their students should best contact them in case of emergency and to know who the contact is and who parents can be responsible for.

## **Opportunity to address Board**

The following audience members addressed the Board:

None

## 1. First Reading

- a. **BP 4117.11 Pre-Retirement Part-Time Employment, R91-01-02.** Board Policy 4117.11 has been presented to the Board for First Reading. Dr. Leabo explained that the CA education code provides for individuals who are 55 to work a reduced schedule. They may work half time and receive a full year's credit for retirement. IN order to implement, it must be a Board policy. This item will be brought back for a second reading at the next Board meeting.
- b. **\*Establish Bid Limits for Phase II Elementary Minor Modernization, R90-01-02.** It was moved and seconded (Moffitt/Reynolds) to approve the establishment of bid limits for Phase II Elementary Minor Modernization. Dr. Leabo explained that the District is in the process of asking site councils to approve plans and send plans into DSA. The District must award 50% of bids prior to receiving 80% funds from the state. Staff is recommending that only enough bids be awarded for Phase II Elementary Minor Modernization to meet the requirements to obtain the 80% matching funds available from the state. The motion to approve the establishment of bid limits for Phase II Elementary Minor Modernization was adopted unanimously.
- \*Request to Approve Contract with Godbe Research, R84-01-02.** It was moved and seconded (Reynolds/Moffitt) to approve the contract with Godbe Research. Mr. Kramar explained that the Board had interviewed several firms to do a survey earlier this year. The District started with one firm, but that did not work out. Godbe Research agreed to perform the public opinion survey as they had presented, at the same price. The process will start with a kick-off meeting later this week. The District intentionally waited until after the election to begin the survey. The District would like to get the survey done before the winter break, then have the information disaggregated just after the first of the year. Mrs. Reynolds will be the Board representative on the committee. The motion to approve the contract with Godbe Research was adopted unanimously. After some discussion, staff was directed to bring back the item on November 27 with information on how much it would cost for 600 people to be interviewed.

## 2. Consent Agenda

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

- a. **Personnel Report, P10-01-01.**
- b. **Extra Duty/Extra Pay Report, P11-01-02.**
- c. **Addendum to Memorandum of Understanding with LCTA, R82-01-02.**
- d. **Agreement between LCUSD and CSEA, R81-01-02.**
- e. **Special Activity: Grades 4 and 6 – Orange County Marine Institute and Wrightwood Outdoor Education, R93-01-02.**
- f. **Special Activity: Headlands Institute, Golden State, R94-01-02.**
- g. **Disposal of Outdated Curriculum Materials, R95-01-02.**
- h. **Non-Public School/Non-Public Agency Contracts, R83-01-02.**
- i. **Change Orders – Phase 2 Library, R85-01-02.**
- j. **Agreement Granting Use of School Property, R88-01-02.**
- k. **Contract Award Recommendation, R89-01-02.**
- l. **Gifts, R87-01-02.**
- m. **Purchase Order List #7.**

**COMMUNICATIONS**

Mrs. Dalbeck reported that Five Star Coalition will be meeting on Friday morning. The Coalition will be talking about funds and flexibility.

Mr. Moffitt reported that there is a Sports Coalition meeting tomorrow morning, as well as a Boosters meeting.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 8:05 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, December 11, 2001, at 7:00 p.m. in the La Cañada High School 9-12 Library.

---

Sue Leabo, Interim Superintendent  
Secretary to the Governing Board

**MINUTES APPROVED**

---

Jinny Dalbeck, Vice President of the Governing Board

---

Date