

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

December 1, 2015

The Annual Organizational Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:30 p.m. by President Andrew Blumenfeld on December 1, 2015, in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were Governing Board Members Andrew Blumenfeld, Ellen Multari, David Sagal, Dan Jeffries and Kaitzer Puglia.

**CLOSED SESSION**

The Governing Board adjourned to Closed Session at 5:30 p.m. in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were the five Governing Board Members, Superintendent Wendy Sinnette, Assistant Superintendent Anais Wenn, Assistant Superintendent Jeff Davis and Chief Business & Operations Officer Mark Evans. Closed Session adjourned at 7:00 p.m.

**MEMBERS PRESENT:** Mr. Andrew Blumenfeld, President  
Mrs. Ellen Multari, Vice President  
Mr. David Sagal, Clerk  
Mr. Dan Jeffries, Member  
Mrs. Kaitzer Puglia, Member

**OPPORTUNITY TO ADDRESS THE BOARD ON CLOSED SESSION ITEMS**

None.

**REPORT OUT OF CLOSED SESSION**

Mr. Blumenfeld stated that in Closed Session the Governing Board approved a resignation agreement between the district and a teacher providing for the employee's resignation from employment and release of claims in exchange for the district's agreement to provide a confidential settlement payment and other covenants as specified in the agreement. The roll call was: Blumenfeld – Aye; Multari – Aye, Sagal – Aye; Jeffries – Aye; Puglia – Aye.

**ANNUAL ORGANIZATIONAL MEETING**

The Annual Organization Meeting of the Governing Board was reconvened at 7:00 p.m. in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were five Governing Board Members, Ms. Sinnette, Mrs. Wenn, Dr. Davis, Mr. Evans and Executive Assistant to the Superintendent Kim Bergner. There were approximately 30 people in the audience. Mr. Blumenfeld asked incoming Governing Board member Brent Kuszyk to lead the Pledge of Allegiance to the Flag.

**REPORTS**

**1. Superintendent's Report**

Ms. Sinnette invited retired La Cañada High School teacher Patty Compeau to speak regarding grants that are being awarded to the following district teachers on behalf of the Delta Kappa Gappa International: Donna Stassel, Tracey Calhoun, Christine Werner, Mark Ewoldsen, Ryan Hainey, Kristina Kalb, Gayle Nicholls-Ali, and Laura Wheeler. Ms. Compeau briefly discussed the small chapter of Delta Kappa Gappa and the grant application process. Ms. Compeau presented checks to those teachers who were present.

This being Mr. Blumenfeld's last meeting as a member of the Governing Board, Ms. Sinnette reported on the list of district accomplishments during Mr. Blumenfeld's four year term on the Board. As his term comes to an end Ms. Sinnette thanked Mr. Blumenfeld for his integrity, high standards and commitment to the district. As Governing Board President this past year Ms. Sinnette has worked closely with Mr. Blumenfeld and appreciated the wisdom, wisdom, intelligence and guidance which she experienced while working with him. Cabinet, the Governing Board and members of the audience gave Mr. Blumenfeld a standing ovation.

**2. President's Report**

Mr. Blumenfeld made a parting statement expressing gratitude for his experience and the support he has received during his four-year term as a member of the Governing Board. He highlighted some of the accomplishments of the district and the Governing Board during his term. He individually thanked Kim Bergner, Anais Wenn, Mark Evans, Jeff Davis, Cindy Wilcox, Scott Tracy, Kaitzer Puglia, Dan Jeffries, David Sagal, Ellen Multari, Wendy Sinnette and the community for their contributions supporting his growth and experience during his term. Mrs. Multari thanked Mr. Blumenfeld for being such an esteemed colleague. She expressed her appreciation for the collegial relationship she and Mr. Blumenfeld have shared during their four year term together. She wished Mr. Blumenfeld the best during his future leadership endeavors.

**3. Chief Business & Operations Officer**

Mr. Evans introduced Randy Smith, the new Manager of Maintenance & Operations to the Governing Board. The Governing Board welcomed Mr. Smith to the district. Mr. Evans reported that the District is continuing to investigate the option of solar panels within the district. He reported that the first LCHS field replacement meeting occurred today. This committee will work to establish a detailed plan to ensure a smooth installation in the summer of 2016. Tonight there is a request to adopt a resolution regarding Commitment of Funds. The resolution will formally set aside funds in the event of lease interruption and for the increase in pension costs. Mr. Evans provided a legislative update and reported that he will continue to keep the Governing Board apprised of any legislative actions which occur.

**4. Student Representative**

Mr. Owen reported on recent and upcoming events at the district's school sites.

**OATH OF OFFICE**

Governing Board President Andrew Blumenfeld assisted Ellen Multari and Brent Kuszyk in taking their Oath of Office for their new four year term as members of the Governing Board.

The Governing Board held a brief reception for outgoing Governing Board member Andrew Blumenfeld, incoming Governing Board member Brent Kuszyk, and returning Governing Board member Ellen Multari.

**SIGNATURE ON CODE OF ETHICS**

All five members of the Governing Board signed the Code of Ethics.

**REVIEW OF AGENDA**

None.

**OPPORTUNITY TO ADDRESS BOARD**

The following audience members addressed the Board:

None.

## **PROPOSED ACTION ITEMS**

### **1. First Reading**

- a. **\*Acceptance of 2014-15 Financial Audit Report, R84-15-16.** It was moved and seconded (Jeffries/Multari) to accept the 2014-15 Financial Audit Report. Mr. Evans introduced Brian Ruff of Vavrinek, Trine, Day & Co., LLP. Mr. Ruff provided a brief report on the district's audit report dated June 30, 2015. He reported that there are no exceptions or comments to the report and stated that the district has a solid financial report. He discussed GASB-45 and the district's unfunded PERS and STRS commitment. The motion to accept the 2014-15 Financial Audit Report was adopted unanimously.
- b. **\*Vote to Approve Fitness Center Addendum to the Spartan Spirit Campaign Naming Opportunity, R57-15-16.** It was moved and seconded (Jeffries/Sagal) to approve the Fitness Center Addendum to the Spartan Spirit Campaign Naming Opportunity. Mr. Evans reported that the Boosters have donated funds to upgrade the Fitness Center. He introduced LCHS Principal Ian McFeat and LCFEF Educational Foundation Director Deborah Weirick to discuss the proposed naming opportunity. Mr. McFeat reported that this proposal is an addendum to the current LCHS naming opportunity which involves naming beams in the Fitness Center. Mr. Jeffries expressed concern with donor burnout and overtaxing the community. Ms. Weirick reported on the impact to current donors but also on the increase of new donors. Each plaque at the Fitness Center is priced at a \$10,000 donation. It is estimated that the Fitness Center improvements will total approximately \$200,000. The funds from this addendum would go directly to the Fitness Center. Funds from the sale of all beams would be approximately \$180,000. The motion to approve the Fitness Center Addendum to the Spartan Spirit Campaign Naming Opportunity was adopted unanimously.
- c. **Update on the LCUSD's Extra-Duty Pay and Teacher Leader Positions, R59-15-16.** Mr. Davis provided a presentation on Extra Duty Extra Pay and Teacher Leader Positions. Dr. Davis reported that beginning with the 2013-14 school year the district initiated the hiring of targeted extra-duty extra-pay teacher leader positions to develop the leadership capacity of its teaching staff and to assist with supporting district/state initiatives. Dr. Davis provided the following breakdown of the 64 teacher leader positions: 19 – PLC Leaders 9-12; 4 – PLC Leaders 7/8; 11 – Team Leaders – Elementary; 12 – Grade Level Representatives – Elementary; 6 – BTSA Support Providers K-12; 7 – Peer Assistance and Review (PAR) K-12; 5 – Technology Integration Coaches; for an approximate cost of \$165,000. Dr. Davis provided a brief job description of each position. Mr. Sagal asked about the selection process. Ms. Sinnette reported on the current process. The Governing Board thanked Dr. Davis for his presentation.
- d. **\*Resolution 6-15-16 in Support of Safe Schools and the Prevention of Gun Violence.** It was moved and seconded (Puglia/Multari) to adopt Resolution 6-15-16 in Support of Safe Schools and the Prevention of Gun Violence. December 14, 2015 marks the three-year anniversary of the school shooting at Sandy Hook Elementary School, which was the second deadliest mass shooting in American history. Since December 2012 there have been approximately 96 school shootings nationwide. In response to both the anniversary of the tragic event at Sandy Hook Elementary School and to the request of community members advocating for the prevention of gun violence this Resolution was presented for adoption. The motion to adopt Resolution 6-15-16 in Support of Safe Schools and the Prevention of Gun Violence was adopted unanimously.
- e. **\*Resolution 9-15-16 Commitment of Funds.** It was moved and seconded (Sagal/Jeffries) to adopt Resolution 9-15-16 Commitment of Funds. Due to GASB 54 requirements for Fund Balance reporting and Governmental Fund Type Definitions that

became effective in July 2010, the commitment of funds for prescribed uses is done via Board Resolution. Funds placed in a status of “Committed” must have a specific purpose, and removing those funds from the “Committed” status requires a Board Resolution to change the classification. This resolution is requesting that \$490,000 from Fund 01.0 be committed to the upcoming costs of pension contributions and \$1,500,000 from Fund 17.1 be committed for as a safeguard against income losses due to leases being interrupted by default, termination or catastrophic event. The fiscal implications of committing funds will result in funds being available for the purposes directed by the Governing Board. The Governing Board asked Mr. Evans some clarifying questions regarding Lease Interruption. The motion to adopt Resolution 9-15-16 Commitment of Funds was adopted unanimously.

2. **Second Reading**

- a. **Adoption of Mathematics Placement Policy for Pupils Entering Grades 7 and 9, R49-15-16.** It was moved and seconded (Sagal/Jeffries) to adopt Board Policy 6152.1 Placement in Mathematics Courses. Ms. Wenn stated that the suggested changes to the board policy from First Reading have been made and is being presented for approval. After a brief discussion regarding teacher recommendations the motion to adopt Board Policy 6152.1 Placement in Mathematics Courses was adopted unanimously.
- b. **Approval of First Interim Financial Report 2015-2016, R40-15-16.** It was moved and seconded (Multari/Jeffries) to approve the First Interim Financial Report 2015-2016. Mr. Evans reported on the minor changes to the First Interim Report since First Reading. The motion to approve the First Interim Financial Report 2015-2016 was adopted unanimously.

3. **Consent Agenda**

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

- a. **Personnel Report, P11-15-16.** The Governing Board approved the Personnel Report as follows: *Certificated*: New Hires: Samuel Almasi, Sean Brennan, Carlo Cesario, Brittany Crowther, Jacqueline Hernandez, Violette Kjeldgaard, Lynn Scott, Christopher Yu. Leave of Absence: Raven Flowers. *Classified*: New Hires: Paulla Ewoldsen, Stephen Jones, Darci Martinez. Modification: Stephanie Guzman, Jennifer Molebash. Resignation: Christine McBee, Virginia Salit, Tanisha Smith.
- b. **Extra Duty Report, P12-15-16.** The Governing Board approved the Extra Duty Report as presented.
- c. **Resolution 7-15-16 Classified Reduction in Particular Kinds of Service.** The Governing Board adopted Resolution 7-15-16 Classified Reduction in Particular Kinds of Service.
- d. **Approval of Consulting Agreement, R60-15-16.** The Governing Board approved the Consulting Agreement with the K-12 Alliance at WestEd.
- e. **Approval of Consulting Agreement, R64-15-16.** The Governing Board approved the Consulting Agreement with Student support Services Solutions, Inc.
- f. **Resolution 7-15-16A Reimbursement of Expenses Incurred by Board Representatives.** The Governing Board adopted Resolution 7-15-16A Reimbursement of Expenses Incurred by Board Representatives.
- g. **Resolution 8-15-16 Authorized Signatures.** The Governing Board adopted Resolution 8-15-16 Authorized Signatures.
- h. **Approval of 2016 Governing Board Meeting Calendar, R56-15-16.** The Governing Board adopted the 2016 Governing Board meeting calendar.
- i. **Accept Low Bid for Roof Replacement of Oak Grove Canopies, R58-15-16.** The Governing Board approved the bid for roof replacement of Oak Grove Canopies from Rey-Crest Roofing & Waterproofing Co in the amount of \$57,678.00
- j. **Approval Needed for Use of Piggyback Bid for Computer Refresh, R61-15-16.** The Governing Board approved the use of the piggyback bid from the NASPP

ValuePoint Cooperative Purchasing Program as part of the Minnesota Master Agreement NO. MNWNC-117 and corresponding California Participating Addendum Number 7-15-70-34-007 to purchase 260 workstations for the three elementary computer labs in the amount of \$158,420.07.

- k. **Special Acts: LCHS Cross Country Championship Race, R61-15-16.** The Governing Board approved the LCHS Special Acts request for the LCHS Cross Country Team to attend the Cross Country Championship Race in Fresno, California November 27 – 28, 2015.
- l. **Spec Acts: PCR Ocean Institute, R54-15-16.** The Governing Board approve the PCR Special Acts request to attend Ocean Institute in Dana Point, California January 12-13, 2016; January 14-15, 2016; January 22-23, 2016 and February 29 – March 1, 2016.
- m. **Spec Acts: PCY Pali Mountain, R53-15-16.** The Governing Board approve the PCY Special Acts request to attend Pali Mountain in Running Springs, California February 22 – 26, 2016.
- n. **Spec Acts: PCY Ocean Institute, R52-15-16.** The Governing Board approved the PCY Special Acts request to attend Ocean Institute in Dana Point, California February 1 – 2, 2016 and February 8 – 9, 2016.
- o. **Spec Acts: PCY Valley Forge, R42-15-16.** The Governing Board approved the PCY Special Acts Request to attend Valley Forge in Valley Forge, Pennsylvania March 15 – March 19, 2016.
- p. **Gifts to District, R63-15-16.** The Governing Board approved the Gifts to District as presented.
- q. **Purchase Order List 9-15-16.** The Governing Board approved Purchase Order List 9-15-16.

### **COMMUNICATIONS**

Ms. Puglia wished all seniors good luck on their college applications and all families a wonderful holiday season.

Mr. Jeffries briefly reported on the LCHS field committee meeting. Mr. Jeffries shared his gratitude to Mr. Blumenfeld and wished him good luck.

Mr. Sagal, Ms. Wenn, Mr. Evans and Mr. Davis thanked Mr. Blumenfeld for his service and wished him well on his future endeavors.

### **ADJOURNMENT**

There being no further business before the Governing Board, the meeting was adjourned at 9:15 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, January 12, 2016 at 7:00 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada, California.

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Wendy K. Sinnette, Superintendent  
Secretary to the Governing Board

### **MINUTES APPROVED**

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David Sagal, Clerk

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Date