

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

March 29, 2016

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:00 p.m. by President David Sagal on March 29, 2016, in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were Governing Board Members David Sagal, Dan Jeffries, Kaitzer Puglia, Ellen Multari and Brent Kuszyk.

**CLOSED SESSION**

The Governing Board adjourned to Closed Session at 5:00 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. David Sagal, President  
                                      Mr. Dan Jeffries, Vice President  
                                      Mrs. Kaitzer Puglia, Clerk  
                                      Mrs. Ellen Multari, Member  
                                      Mr. Brent Kuszyk, Member

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

None.

**REPORT OUT OF CLOSED SESSION**

Mr. Sagal reported that in Closed Session the Governing Board approved a resignation agreement pursuant to which a permanent teacher has agreed to resign and release claims against the district in exchange for a settlement payment as specified in the agreement. The role call was unanimous (5:0) in favor of the agreement.

Mrs. Multari left the meeting at the conclusion of Closed Session.

**REGULAR MEETING**

The Regular 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 four Governing Board Members, Ms. Sinnette, Mrs. Wenn, Dr. Davis, Mr. Evans and Executive Assistant to the Superintendent Kim Bergner. There were approximately 105 people in the audience. Mr. Sagal asked Sean Mispagel to lead the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES**

It was moved and seconded (Jeffries/Puglia) to approve the minutes of March 1, 2016 and March 8, 2016. The motion to approve the minutes of March 1, 2016 and March 8, 2016 was adopted unanimously.

**REPORTS**

**1. Superintendent's Report**

Ms. Sinnette thanked staff members for attending the meeting. She provided a brief update on negotiations and asked for a round of applause for the LCUSD/LCTA negotiating teams.

Ms. Sinnette reported that one of her goals is to maintain programs and maintain or increase student enrollment. Currently, budget assumptions in the Second Interim show a decline in enrollment of 159 students. Her responsibility from now through July is to increase enrollment or keep the numbers flat. The interdistrict permit application process for 2016-17 opened in early March and will close the end of April. Interdistrict permits are being received from staff, Sagebrush residents and Allen Bill applicants (employment related). Ms. Sinnette will keep the Governing Board updated on her progress to maintain enrollment for 2016-17.

Ms. Sinnette provided dates for some important upcoming events: the PTA Reflections Reception is April 6<sup>th</sup> at 6:30 p.m. at the district office; 7-12 Open House is April 7<sup>th</sup> at 6:30 p.m. at the high school; the Founders Day celebration is April 14<sup>th</sup> at the high school and a parent education program by Marc Purchin is April 20<sup>th</sup> at 6:30 p.m. at the district office.

Ms. Sinnette reported on the goals she will be addressing as we near the end of the school year. A TK-K Superintendent's Task Force is currently meeting to review and discuss best practices in programs and schedules for those grade levels. In the President's Report, Mr. Sagal will discuss the Challenge Success Program. Ms. Sinnette will use that as a vehicle to hold two study group sessions before the end of the school year to gather community input regarding interest in reviewing the LCHS bell schedule with an eye for options for a later start in the school day.

Panorama Survey data results will be sent to staff within the next few days. Ms. Sinnette will present a longitudinal data survey report at the Governing Board meeting in April.

After this week's LCAP meeting on Thursday, March 31<sup>st</sup>, Administrators will begin the task of writing the 2016-17 Local Control and Accountability Plan.

## 2. **President's Report**

Mr. Sagal reported on the district's milestones related to the district's LCAP goal on student achievement. This month, both LCHS 7/8 and LCHS 9-12's applications were approved to join Stanford University in their 2016-2017 Challenge Success program. The Challenge Success program has for the past 12 years partnered with over 130 middle schools and high schools coaching the schools on how to implement policies and practices that increase academic engagement and well-being for their students. Both LCHS 7/8 and 9-12 will send a team of educators, parents and students to Challenge Success' annual conference at Stanford University where they will hear the latest research on best practices in education and learn from each other on how to create effective school reforms. Throughout the year, each team works with a Challenge Success coach to plan for positive changes in areas such as curriculum, assessment, homework policies, the daily school schedule and health and wellness programs. Each team will design an individual plan with the support of Challenge Success. The teams reconvene in the spring to problem solve and to share success stories creating action plans to benchmark progress over time. Mr. Sagal congratulated both the junior high and the high school for their successful applications to Challenge Success. The next step is to identify an effective team for each school who will attend the September 30, 2016 conference to begin this important work.

## 3. **Chief Business & Operations Officer**

Mr. Evans reported that the district has maintained a positive certification from the Los Angeles County Office of Education on the Second Interim Budget.

Mr. Evans reported that there was significant facility maintenance done over Spring Break including tree trimming, installing energy savings light bulbs throughout the district, plumbing work, and concrete work. Mr. Evans is currently looking at and preparing for the maintenance activities that will take place over the summer.

Mr. Evans continues to research with vendors regarding the new turf at the LCHS field.

#### 4. **Student Representative**

Riley Owen reported on recent and upcoming events as we move into the final quarter of the school year.

### **REVIEW OF AGENDA**

It was moved and seconded (Jeffries/Puglia) to moved Consent Item 12c to First Reading 11e. The motion to move Consent Item 12c to First Reading 11e was adopted unanimously.

### **OPPORTUNITY TO ADDRESS BOARD**

The following audience members addressed the Board:

Mandy Redfern, LCTA President and LCE Teacher regarding negotiations.

Christine Diaz, LCE Teacher regarding negotiations.

Katie Budde, District Parent, LCHS Alum, PCY Teacher regarding negotiations.

Barb Drange, LCE Teacher regarding negotiations.

Vicki Schwartz, regarding Sister Cities

### **PROPOSED ACTION ITEMS**

#### 1. **First Reading**

- a. **Digital Citizenship and Literacy Program Review, R92-15-16.** Director of Technology, Jamie Lewsadder was present along with TOSAs Carrie Adkins, David Paszkiewicz, Jennifer Zine and Lindsay Staley to discuss digital citizenship and literacy. The TOSAs discussed the K-6 and the 7-12 programs, which are built around “Common Sense Media”. Common Sense Media defines digital citizenship as learning how to use media and technology wisely; helping kids thrive in a world of media and technology; and teaching our kids to be savvy, respectful and responsible media users. It is the intent of the Technology Department to educate our students on how to protect themselves in the digital world. The K-6 Program presents 4+ lessons per grade. It is the goal of the Technology Department to have all three elementary schools Common Sense certified by December 2016. The 7-12 Program has an emphasis on digital literacy. 7<sup>th</sup> grade was a 1:1 pilot grade level with each student receiving 4 1-hour sessions on digital citizenship and literacy. 8<sup>th</sup> grade has had 2 lessons this year, but that will be ramped up to 4 sessions in the fall. LCHS 7/8 will become a Common Sense School by December 2016. 9-12<sup>th</sup> grade trainings are teacher driven and are focusing on literacy more than citizenship. The goal is for LCHS to become a Common Sense school by summer 2018 and LCUSD to become a Common Sense District at the same time. Mrs. Staley introduced several district students who were present to discuss their experiences with digital literacy. Ms. Lewsadder discussed next steps in becoming a Common Sense district. The Governing Board thanked Ms. Lewsadder and the TOSAs for the presentation.
- b. **Potential New Courses at LCHS for 2016-17 School Year, R97-15-16.** It was moved and seconded (Jeffries/Puglia) to adopt the Potential New Courses at LCHS for 2016-17 School Year. The courses being submitted for approval are LC Math 2; and LC Math 2 Advanced. These courses and their pathways were discussed at the January Governing Board meeting. The motion to adopt LC Math 2 and LC Math 2 Advanced was adopted unanimously.
- c. **Field Replacement Discussion, R102-15-16.** Mr. Evans provided a brief presentation on the LCHS field replacement. He discussed the various options for field materials and watering systems option. Mr. Evans reported that the Field Replacement Committee is recommending Zeolite fill for the field with a ½” compression pad below the turf to absorb sporting impacts. Mr. Evans received direction from the Governing

Board to move forward with securing a bid for the field replacement project. LCTA President Mandy Redfern asked that the field replacement be held off until a Bond initiative in 2017 so that the field dollars could be put towards teacher salaries. The Governing Board thanked Mr. Evans for his presentation.

- d. **\*Contract Renewal for Food Services Management Company, R94-15-16.** It was moved and seconded (Jeffries/Puglia) to approve the contract renewal with Chartwells for Food Services Management. Mr. Evans stated that the district will continue to monitor the lunch program to make improvements where necessary. The motion to approve the contract renewal with Chartwells for Food Service Management was approved unanimously.
- e. **\*Civil Rights and Complaint Procedures, R95-15-16.** It was moved and seconded (Kaitzer/Kuszyk) to approve the Civil Rights and Complaint Procedures for the National School Lunch Program. Mr. Evans reported on the need for an update to our civil rights complaint procedures regarding the National School Lunch program. The motion to approve the Civil Rights and Complaints Procedures for the National School Lunch Program was adopted unanimously.
- f. **School Calendar 2016-17 Revision, R91-15-16.** It was moved and seconded (Jeffries/Kuszyk) to approve the School Calendar 2016-17 Revision. Mr. Jeffries asked where we are with future calendar dates. Ms. Sinnette reported that calendar was not sunshined for 2015-16 negotiations but will be for 2016-17. The goal next year will be to approve 2017-18 and 2018-19 calendars. The motion to approve the School Calendar 2016-17 Revision was approved unanimously.

2. **Consent Agenda**

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

- a. **Personnel Report, P18-15-16.** The Governing Board approved the Personnel Report as follows: *Certificated*: New Hires: Carrie Adkins, Mark Ewoldsen, Nathan Howe, Kristina Kalb. Resignations: Ellen Comis, Greg Jackson, Aaron Ulle, Caitlin Wong, Irene Yu. *Classified*: New Hires: Ernest Lee. Modification: Kelsey Crowther. Resignation: Christine Perham
- b. **Extra Duty Report, P19-15-16.** The Governing Board approved the Extra Duty Report as presented.
- c. **School Calendar 2016-17 Revision, R91-15-16.** This item was moved to First Reading for discussion.
- d. **Contract for Use of School Property for 2016 Summer School, R93-15-16.** The Governing Board approved the contract between the district and the La Cañada Flintridge Educational Foundation for use of school property for 2016 summer school
- e. **Quarterly Report on Williams Uniform Complaints, R96-15-16.** The Governing Board approved the Quarterly Report on Williams Uniform Complaints as presented.
- f. **Disposal of Surplus Equipment, R100-15-16.** The Governing Board declared a 1992 Astro Van surplus and approved its disposal.
- g. **Notice of Completion, R99-15-16.** The Governing Board approved the Notice of Completion for ReyCrest Roofing for the Crestview-Oak Grove roofing project as of January 9, 2016.
- h. **Spec Acts: PCR Freedoms Foundation at Valley Forge, R101-15-16.** The Governing Board approved the Spec Acts request from Palm Crest Elementary to attend Freedoms Foundation at Valley Forge, Pennsylvania May 16 – May 20, 2016.
- i. **Gifts to District, R98-15-16.** The Governing Board approved the Gifts to District as presented.
- j. **Purchase Order List 14-15-16.** The Governing Board approved Purchase Order List 14-14-15.

**COMMUNICATIONS**

Mr. Kuszyk and Mr. Jeffries reported on their attendance at the LCUSD Mathzilla event at Paradise Canyon Elementary.

Governing Board attendance at the Fiesta Days Parade in May was discussed.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 8:41 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, April 19, 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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Kaitzer Puglia, Clerk

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Date