

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

September 27, 2016

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 6:00 p.m. by President David Sagal on September 27, 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 6:00 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, Chief Business & Operations Officer Mark Evans, Assistant Superintendent Jeff Davis and Chief Technology Officer Jamie Lewsadder. 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 stated there was nothing to report out 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 five Governing Board Members, Ms. Sinnette, Mrs. Wenn, Mr. Evans, Dr. Davis, Ms. Lewsadder and Executive Assistant to the Superintendent Kim Bergner. There were approximately 6 people in the audience. Mr. Sagal asked La Cañada High School math teacher Bob Huson to lead the Pledge of Allegiance to the Flag.

REPORTS

1. Superintendent's Report

Ms. Sinnette reported on the Superintendent's Representative Council. She explained the application process and the criteria for selection. The following staff members have been selected to be on the Council: Elementary reps are: Cristina Diaz and Mandy Redfern. 7/8 reps are: Leslie Baldwin and Nathan Howe. LCHS reps are: Cynthia Calm, Brandon Carroll, Justin Eick, Kristina Kalb, Marion Price, and Tom Traeger. CSEA reps are: Lindsay McGee, Sandy Miller and Beth Mumper. CMSA reps are: Jarrett Gold and Ian McFeat. Cabinet reps are: Mark Evans and Anais Wenn. Two Governing Board members will also attend. The Council will meet October 13, 2016, December 8, 2016, February 9, 2017 and April 13, 2017 from 3:30 to 4:45 p.m.

There was a power outage at the high school last Friday, the decision was made to keep the school open. Ms. Sinnette thanked staff for their dedication and reported that students and staff were cooperative and communicative.

Ms. Sinnette announced that the first LCAP Oversight Committee meeting of 2016-17 is scheduled for November 3, 2016. Many of last year's committee members will return to participate in this year's committee.

2. President's Report

Mr. Sagal reported that La Canada High School has been selected to participate in the Challenge Success program at Stanford University. Mr. Sagal provided background on the program and discussed the goals of Challenge Success. He reported on the agenda of the two day conference that will take place September 30 – October 1, 2016. LCUSD will create an action plan based on the information gathered at the Fall Conference; then work to affect that change throughout the school culture. He thanked the administrators, parents and students that are participating in the Challenge Success program.

3. Chief Business & Operations Officer

Mr. Evans provided a brief budget update. He reported on the work being done with LPA Architects to create a Facilities Master Plan. LPA has met with maintenance staff to discuss the state of the facilities. They walked each site with its Principal to discuss facility needs. LPA will continue to meet with staff and members of the Facilities Master Plan Committee over the next several months to continue to discuss facility needs and dreams prior to the creation of the district's Facilities Master Plan.

4. Student Representative

Alex Zhao reported that La Cañada High School students commemorated the 15 year anniversary of 9/11 through a parade and a moment of silence for those who had fallen on that day. The high school held its first dance of the year, which was well attended. The high school celebrated its 9 National Merit Semi-Finalists. This reflects the school's academic excellence. He reported on athletic events so far this year.

REVIEW OF AGENDA

None.

OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

Mandy Redfern, LCTA President, invited Governing Board to LCTA Family Day

PROPOSED ACTION ITEMS

1. First Reading

- a. **Presentation on General Obligation Bond Financing, Bonding capacity and Community Outreach, Adam Bauer of Fieldman Rolapp and Associates and Charges Heath, TBWB, R28-16-17.** Ms. Sinnette reported that the district is currently engaged in the process of creating a Facilities Master Plan. The district will use that process to assess potential community support for a Bond election. Adam Bauer and Charles Heath were present to provide an overview of bond financing and planning a successful bond measure. Charles Heath presented "Planning for a Successful Bond Measure". He provided an overview timeline for the bond planning process. He reported that the district works to prepare for a bond election but once there is a call for the election the district must step back and the campaign must be taken over by an independent advocacy group. He discussed the Feasibility Study that

is establish by polling the community to collect data to research what the community will support. Polling will most likely take place in January. The polling will assist with: choosing the timing of the election; choosing a tax rate; establishing facility projects that would be supported by the community; establishing the political landscape of the community; establishing competing issues and potential controversies. After the polling, the next step is to build consensus among the school community and the members of the voting community that have no connection to the district. The district then needs to build a strong measure. This requires a resolution to call the election, the drafting of the ballot question, a project list, a tax rate statement and adoption by the Governing Board. Once the Governing Board adopts the resolution to call an election the process then moves to the advocacy stage. The district must step back from the campaign and allow the campaign advocacy group to move forward with private fundraising, direct mail, knocking on doors, phone banks, lawn signs, and social media. The target date for a bond election is November 2017. In order to call an election in November the Governing Board must adopt a resolution to call the election in August. Mr. Heath provided a timeline for each step in the process. A successful bond measure election requires a 55% approval rate. Adam Bauer from Fieldman, Rolapp & Associates presented an overview of General Obligation bond financing and a review of outstanding bonds. Mr. Bauer felt that the district would qualify for a AA rating. He reported on the district's outstanding General Obligation bonds. Mr. Bauer provided a comparison of neighboring school districts' bond rates and total voter-approved taxes. Mr. Bauer discussed a potential 2017 election tax rate extension of \$30 wrapped around the existing bond. A successful General Obligation bond election held in 2017 would allow the school district to issue new money as soon as early 2018. He also provided the impacts of a potential 2017 bond election "no wrap" at the same \$30 tax rate. Mr. Bauer provided the same information at \$45 and at \$60. Mr. Bauer answered clarifying questions of the Governing Board. He provided a brief background on Prop 13 and Senior Exemptions. He stated that once the Facilities Master Plan is complete he will work with the district to look at projects within each series of the bond. There being no further questions from the Governing Board, the Governing Board thanked Mr. Heath and Mr. Bauer for their presentations.

- b. **2016 CAASPP Results, R31-16-17.** Ms. Sinnette welcomed Chief Director of Assessment Lindi Dreibelbis and thanked her for presenting the CAASPP results. Ms. Dreibelbis reported that the California Assessment of Student Performance and Progress (CAASPP) includes English Language Arts & Math in Grades 3 – 8 and 11 and Science for grades 5, 8, and 10. Ms. Dreibelbis reported on the types of questions on the new tests which include: selected response, non-traditional response, constructed response and performance task. Ms. Dreibelbis discussed the scale score, which is obtained by converting raw scores into a common scale to account for differences in difficulty across different forms of a test. Ms. Dreibelbis reported on district scores and compared the 2016 scores to 2015 results. 2016 English Language Arts/Literacy overall results show a 3% gain over 2015. 2016 Mathematics overall results show a 2% gain over 2015 results. Ms. Dreibelbis discussed the SBAC Summative Percentage of students meeting or exceeding standards. She reported on achievement areas in English Language Arts and Math by grade. Ms. Dreibelbis provided a district comparison of top districts in Math and English Language Arts. LCHS Math teacher Bob Huson reported on high school math scores. He reported that the top district, Palo Alto, only tested 34% of their students in 11th grade which would affect their math scores creating a higher than normal score. Mr. Huson thanked administration, teachers, and the technology department for their support during testing. He declared LCUSD #1 in Mathematics and English. He thanked the seniors for their top scores. Ms. Dreibelbis reported that parents do have the right to opt out of the tests which is

why Palo Alto had such a low percentage of students taking the math test. The Governing Board thanked Ms. Dreibelbis for her presentation.

- c. ***La Cañada High School LCTV Classroom Upgrades, R30-16-17.** It was moved and seconded (Puglia/Jeffries) to approve the bid for the installation of the network infrastructure for LCHS LCTV Classroom upgrades. Ms. Lewsadder reported on the research done to assist with creating the space for this new course. The upgrades include Room 602 and 603. The infrastructure includes running 10 Gb copper from the MDF in A building to the IDF in the 600 building; installing a new IDF to house the switch equipment and future servers; a new audio system for screening student work, data ports for 6 editing bays, 3 control areas, the audio recording booth, the audio mixing room, and projection/viewing equipment; and a new projection system to view student work at a cost of \$40,937.50. The additional \$1,900 includes equipment and accessories needed for the upgrades. Ms. Lewsadder discussed the Career Technical Education (CTE) grant money that covers the expenses of this course. Ms. Puglia asked if there is additional money available for CTE classes. Mr. Evans responded that currently there are not set funds available but this is something that the district is looking at during the Facilities Master Plan process. It is projected that any CTE funds from the state would continue to be in the form of grants. There currently are 4 courses available with approximately 120 students registered. The motion to approve the bid from CDW-G in the amount of \$42,845.65 for installing the network infrastructure for LCHS LCTV Classroom Upgrades was adopted unanimously.
- d. ***Approval of Board Policy Revisions, R31-16-17.** It was moved and seconded (Multari/Jeffries) to approve the revisions to BP 5123. Ms. Wenn reported that this policy was adopted at the last meeting, however, at IPG some concerns were expressed and a minor change was requested. Since the adoption some further research was done and based on the findings Ms. Wenn is requesting that an old version of the board policy from 2000 be revised and the current BP be converted to an AR. The motion to approve the board policy revisions on BP 5123 was adopted unanimously.
- e. **Approval of Board Policy Revisions, R27-16-17.** This is a First Reading item. Dr. Davis discussed revisions to BP 4033 regarding Lactation Accommodations. These changes reflect Federal and State changes to lactation accommodations. Dr. Davis reported on the key changes to the policy. This item will come back to the Governing board at the next regularly scheduled Governing Board meeting.

2. Consent Agenda

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

- a. **Personnel Report, P7-16-17.** The Governing Board approved the Personnel Report as follows: *Certificated*: New Hires: Kimberly Hardash, Erin Nassir. Leave of Absence: Lindsay Staley. *Classified*: New Hires: Kristine Babish, Tyler Basich, Scarlet Eskew, Andrea McCraw, Kris Mueller, Charlene Nguyen, Robin Serr. Modification: Patricia "PJ" Fink. Retirement: Diane Clinton, Beth Waas. Termination: Jeannine Salina.
- b. **Extra Duty Report, P8-16-17.** The Governing Board approved the Extra Duty Report as presented.
- c. **Approval of Job Description Revisions, R27-16-17.** The Governing Board approved the job description revisions for the Director of Fiscal Services.
- d. **Spec Acts: LCE Ocean Institute, R21-16-17.** The Governing Board approved the LCE Special Activity request to attend Time Capsule/Ocean Institute in Dana Point, California November 30 – December 2, 2016.
- e. **Spec Acts: PCY Pali Mountain, R24-16-17.** The Governing Board approved the PCY Special Activity request to attend Pali Mountain in Running Springs, California February 27 – March 2, 2017.
- f. **Spec Acts: PCY Ocean Institute, R22-16-17.** The Governing Board approved the PCY Special Activity request to attend Time Capsule/Ocean Institute in Dana Point, California January 30-31, 2017 and February 6-7, 2017.

- g. **Spec Acts: PCY Valley Forge, R23-16-17.** The Governing Board approved the PCY Special Activity request to attend Valley Forge in Valley Forge, Pennsylvania March 20-24, 2017.
- h. **Change Order of Roofing Project for Paradise Canyon, R28-16-17.** The Governing Board approved the change order for the roofing project at Paradise Canyon Elementary increasing the current contract of \$88,980.00 by \$5,079.00 to \$94,059.00.
- i. **Notice of Completion for Roofing Project at LA CAÑADA Elementary, Paradise Canyon Elementary, and Foothill Intermediate, R29-16-17.** The Governing Board approved the Notice of Completion for Stone Roofing for Bid Div 7: roofing at La Cañada Elementary, Paradise Canyon Elementary and Palm Crest Elementary as of September 9, 2016.
- j. **Gifts to District, R225-16-17.** The Governing Board approved the Gifts to District as presented.
- k. **Purchase Order List 7-16-17.** The Governing Board approved Purchase Order List 7-16-17.

COMMUNICATIONS

Ms. Sinnette requested Governing Board approval for Mr. Kuszyk to contact Charles Heath to further research information regarding a transfer tax. The Governing Board agreed.

Ms. Sinnette reported that Propositions 55 and 51 were discussed at Five Star and she asked if the Governing Board would like to see these resolution items on the next agenda.

Ms. Lewsadder reported that 16 graduate students from Shanghai are coming to La Cañada High School on Wednesday mornings for the next 4 weeks to focus on education in the United States.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 8:50 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, October 18, 2016 at 7:00 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada, California.

Wendy K. Sinnette, Superintendent
Secretary to the Governing Board

MINUTES APPROVED

Kaitzer Puglia, Clerk

Date