

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

November 8, 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 November 8, 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 4 people in the audience. Mr. Sagal asked Jim Cartnal to lead the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES

It was moved and seconded (Jeffries/Multari) to approve the minutes of September 26, 2016 and October 18, 2016. The motion to approve the minutes of September 26, 2016 and October 18, 2016 was adopted unanimously.

REPORTS

1. Superintendent's Report

Ms. Sinnette provided a progress update on several of her Superintendent committees. She reported that the LCAP Committee met November 3, 2016 and will meet three more times this year. The Committee will work together to make recommendations to staff for the 2017-18 school year. The LCAP sets the district's goals and priorities and drives the budget, prioritizing budget decisions.

The Superintendent's Survey Committee has been reconvened to update the Panorama Ed Survey. The surveys will be updated prior to this year's implementation.

Ms. Sinnette reported on the Challenge Success Site committee meetings for both 7/8 and 9-12. The site and visiting teams met. A Challenge Success coach came to the meetings. The Governing Board is invited to attend a working dinner with the teams on January 17, 2016.

2. President's Report

Mr. Sagal deferred his report.

3. Chief Business & Operations Officer

Mr. Evans reported that Director of Fiscal Services Diane Clinton has announced her retirement. Mr. Evans thanked Ms. Clinton for her 36 years of service. Mr. Evans introduced Gretchen Bergstrom. Ms. Bergstrom is on the Personnel Report to be approved as the new Director of Fiscal Services.

4. Student Representative

Student Representative Alex Zhao reported on recent and upcoming student events.

REVIEW OF AGENDA

None.

OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

None.

PROPOSED ACTION ITEMS

1. First Reading

- a. **College Readiness Block Grant (CRBG), R51-16-17.** This is a First Reading item. Ms. Wenn reported that the College Readiness Block Grant is established for the purposes of providing California's high school students additional support to increase the number who enroll at institutions of higher education and complete an undergraduate degree within four years. As a condition of receiving funds, the district must develop a plan describing how funds will increase or improve services for unduplicated pupils to ensure college readiness and include information on how it aligns with the district's Local Control Accountability Plan. Ms. Wenn introduced La Cañada High School's Associate Principal James Cartnal to report on the grant. Mr. Cartnal reported that the College Readiness Block Grant plan aligns with the district's LCAP Goal #6 regarding English Language Learners and explained how these grant funds will be used to increase services provided to our unduplicated pupils to ensure college readiness. The district's grant allocation is approximately \$75,000 and will be spent over a three year period: \$26,375 per year. This item will come back to the Governing Board for approval in December.
- b. **First Interim Financial Report 2016-2017, First Reading, R50-16-17.** This is a First Reading item. Mr. Evans provided an update on changes to Revenue and Expenditures since September 2016. Budget Assumptions 2014-15 through 2018-19 were briefly discussed. The First Interim Financial Report will come back to the Governing Board on December 6, 2016 for approval.
- c. **Approval of Governing Board Policy revisions, R48-16-17.** This is a First Reading item. Dr. Davis reported that revisions are being recommended on AR 4212.5 Criminal Record Check; BP 0410 Nondiscrimination in District Programs and

Activities; BP 4112.6, 4212.8, 4312.8 Employment of Relatives. These revisions reflect current law and have been developed in consultation with district's counsel. These revisions will come back to the Governing Board for adoption on December 6, 2016.

- d. **Request to approve Cumming Construction Management, Inc. as Consultant for the Energy Project Expenditure Plan for La Canada Unified School District, R54-16-17.** This is a First Reading item. Mr. Evans reported that Cummings Construction Management, Inc. has worked with the district for the first 3 years of Prop 39 funding. Prop 39 provides funds for consultation, development and management of the energy project expenditure plan. Approval of this contract will allow Cumming Construction Management, Inc. to continue their work with the district through the last two years of the project. This item will come back to the Governing Board in December for approval.
2. **Second Reading**
 - a. **Financial Systems Update, R37-16-17.** It was moved and seconded (Jeffries/Multari) to adopt the Financial Systems Update. Mr. Evans reported that he has checked with other districts to see what they will be doing with the LACOE change and increased costs with this new software. Overall, He found that while districts find the increase a significant unanticipated expenditure they will be continuing their services with LACOE. The motion to adopt the Financial Systems Update was approved unanimously.
3. **Consent Agenda**

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

 - a. **Personnel Report, P9-16-17.** The Governing Board approved the Personnel Report as follows: *Certificated*: New Hires: Rebecca McLarty. Leave of Absence: Camilla Hartman, Aimee Lee. *Classified*: New Hires: Berenice Anguiano, Gretchen Bergstrom, Laura Festen, Oliver Johnson, Matt Shupper. Modification: Andrea Marquez, Maria Marroquin, Lindsay McGee. Resignation: Victor Castano, Meenely Nazarian, Matt Shupper, Ani Tashchian. Retirement: Ernesto Benavidez.
 - b. **Extra Duty Report, P11-16-17.** The Governing Board approved the Extra Duty Report as presented.
 - c. **Approval of Consulting Agreement, R40-16-17.** The Governing Board approved entering into a consulting agreement with Cathleen McMullen.
 - d. **Approval of Job Description, R49-16-17.** The Governing Board approved the job description for Student Information System Specialist – High School.
 - e. **Foster Youth Data Sharing Memorandum of Understanding, R41-16-17.** The Governing Board approved entering into a Memorandum of Understanding with the Los Angeles County Office of Education for Foster Youth Data Sharing.
 - f. **Spec Acts: PCR Pali Mountain, R45-16-17.** The Governing Board approved the PCR Special Activity request to attend Pali Mountain in Running Springs, California December 5 – 9, 2016.
 - g. **Spec Acts: PCR The Pilgrim, R52-16-17.** The Governing Board approved the PCR Special Activity request to attend The Pilgrim in Dana Point, California January 10-11, 2017; January 12 – 13, 2017; and January 17-18, 2017.
 - h. **Spec Acts: LCHS Orchestra Retreat at Angeles Crest Christian Camp, R53-16-17.** The Governing Board approved the LCHS Special Activity request to attend the Orchestra Retreat at Angeles Crest Christian Camp in Valyermo, California February 3 – 5, 2017.
 - i. **Spec Acts: LCHS La Costa Canyon Winter Classic Speech and Debate, R46-16-17.** The Governing Board approved the LCHS Special Activity request to attend the La Costa Canyon Winter Classic Speech and Debate Tournament in Carlsbad, California December 9 – 11, 2016.

- j. Gifts to District, R44-16-17.** The Governing Board approved the Gifts to District as presented.
- k. Purchase Order List 9-16-17.** The Governing Board approved Purchase Order List 9-16-17.

COMMUNICATIONS

Ms. Sinnette stated that at the recent Parcel Tax Oversight Committee meeting the committee expressed an interest in the district/Governing Board preparing a communication directed at the community thanking them for their generosity for the Parcel Tax and donations to the LCF Educational Foundation. The Governing Board supported the idea of the communication in the form of an ad in the local newspaper.

The Governing Board agreed to attend the LPA mixer during the California School Board Association Annual Education Conference.

A Special Governing Board meeting was scheduled on Thursday, November 10, 2016 at 8:30 a.m.

Ms. Multari asked Ms. Sinnette to report on the Positive Coaching session that is happening at the high school this week.

ADJOURNMENT

There being no further business before the Governing Board, the meeting was adjourned at 7:45 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, December 6, 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

Brent Kuszyk, Clerk

Date