

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

January 10, 2017

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 6:00 p.m. by President Dan Jeffries on January 10, 2017, in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were Governing Board Members Dan Jeffries, Kaitzer Puglia, Ellen Multari and David Sagal.

**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 four 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. Dan Jeffries, President  
                                     Mrs. Kaitzer Puglia, Vice President  
                                     Mrs. Ellen Multari, Member  
                                     Mr. David Sagal, Member

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

None.

**REPORT OUT OF CLOSED SESSION**

Mr. Jeffries stated there is 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 four Governing Board Members, Ms. Sinnette, Mrs. Wenn, Mr. Evans, Dr. Davis, Ms. Lewsadder and Secretary Beth Mumper. There were approximately 20 people in the audience. Mr. Jeffries asked Boy Scout Troop 502 to lead the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES**

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

It was moved and seconded (Multari/Puglia) to approve the minutes of November 10, 2016. The motion to approve the minutes of November 10, 2016 was adopted unanimously.

**REPORTS**

**1. Superintendent's Report**

Ms. Sinnette reported on two district sponsored events in January and encouraged parents to attend. Tuesday, January 17, 2017 at 6:30 p.m. in the LCHS Auditorium the district will welcome Dr. Denise Pope, the co-founder of Stanford University's Challenge Success program. Dr. Pope will present about the Challenge Success initiative. The purpose of the Challenge

Success movement is to bring less stress, more balance and a broader definition of success to all of our students, staff and families. The Challenge Success program believes that our society has become too focused on grades, test scores and performance leaving little time for students to develop the skills to become resilient, ethical and engaged learners. Challenge Success will help the District provide families, teachers and administrators with the information and strategies needed to create more balanced and fulfilling lives for our kids. Please plan to attend.

On Monday, January 23, 2017 from 6:30 – 8:30 p.m. in the LCHS Auditorium the district will host its Facilities Master Plan Town Hall Meeting. During this informational and interactive session, LPA Architects will present the first drafts of the district's Facilities Master Plan and will be inviting feedback from those in attendance. For those unable to attend additional site meetings will be held to ensure feedback opportunities.

Ms. Sinnette introduced Patty Compeau, retired LCHS teacher, who was present to report on the Delta Kappa Gamma Society International's mini-grants. Delta Kappa Gamma International provides mini-grants to teachers to support teaching and learning experiences. Ms. Sinnette thanked Delta Kappa Gamma for their generosity in awarding these grants, she thanked teachers for their innovative applications, and Patty Compeau for being present to report on the program and the mini-grants being awarded. Ms. Compeau provided background on Delta Kappa Gamma Society International and the winners of the mini-grants. Four teachers from La Cañada Unified School District applied for the grant and all four teachers received the grant requested.

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

Mr. Jeffries reported on his reflections on the past year and looking ahead to the new year. He reported on the success of the district and reflected on the community support the district receives which allows the district to do more with less. Looking ahead, Mr. Jeffries briefly reported on the Facilities Master Planning process and the outreach that has been done to the community for input. He thanked the community for the input already received and invited the community to attend the Facilities Master Plan Town Hall Meeting.

Mr. Jeffries reported on the continuing efforts by the district in regards to the Sagebrush Territory Transfer. Two very well attended Public Hearings were held in October and November. The district looks forward to the decision by the County Committee, which could come as early as February. The Governing Board believes that including into the district the part of the City of La Cañada that is not in our district is the right thing to do for the families in that area. But this also represents a benefit to the district. Mr. Jeffries reported on the enrollment requirements needed to continue to maintain existing programs at the high school. If the County Commission grants the petition to transfer the territory into the district, the district will work with the City, the community and the Sagebrush residents to come up with a plan on how to incorporate the Sagebrush students into the district.

Mr. Jeffries reported on the Challenge Success program. He invited parents and the community to attend the Challenge Success presentation on January 17, 2017.

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

Mr. Evans thanked Boy Scout Troop 520 for the presentation of the colors. He reported that this is the most precise presentation he has seen in a long time.

Mr. Evans briefly reported on the Governor's Budget Proposal which was released at 11:00 a.m. this morning. It looks like there will be a slower increase in funds than expected. Since information regarding the Governor's Budget Proposal is slowly being revealed, Mr. Evans will provided a more thorough update at the next meeting.

4. **Student Representative**  
Alex Zhao was not present.

### **REVIEW OF AGENDA**

None.

### **OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

The following audience members addressed the Board:

None.

### **PROPOSED ACTION ITEMS**

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

- a. **\*Update on the Facility Master Planning Process, R74-16-17.** Mr. Evans introduced Rick Musto and Lindsay Hayward from LPA Architects who were present to report on the facility master plan process. Mr. Musto provided background on the facilities master plan components which include Educational Vision & Goals, Demographics Review, Facilities Condition Assessment and Financial Analysis through collaboration with community stakeholders, district staff & teachers, and parents & students. He reported that LPA began working on the Facilities Master Plan in August. He discussed stakeholder outreach and the meetings that have been held to date. Mr. Musto reviewed the Facilities Master Plan – Proposed Program Schedule which is currently on target with the goal of finalizing the Facility Master Plan documents in May. Mr. Musto discussed the facilities needs assessment and the common themes and goals throughout the district. Lindsay Hayward reported on the educational vision and the district’s common themes and goals received from stakeholders. She provided design ideas for 21<sup>st</sup> century classrooms including science, the arts and career technical education. She provided images for student union and administration spaces. She reported on next steps: draft master plan diagram development, FMP town hall meeting unveiling on January 23, 2017, FMP Committee Meeting #4 on February 1, 2017 and the initial community poll. Ms. Multari thanked Mr. Musto and Ms. Hayward for their exhaustive work during this process. Mr. Jeffries asked for clarification on the prioritization process. Ms. Hayward responded that she has asked each site principal to form a site committee to give their top 3 priorities and bring that to the FMP Committee. Mr. Jeffries asked Ms. Hayward to address the existing beauty of the district’s campus and how that will be maintained while still modernizing the campuses. Ms. Hayward acknowledged the beauty of the campuses and that the goal of this process is to modernize the campuses while maintaining and enhancing the current aesthetics at the sites. The Governing Board thanked Mr. Musto and Ms. Hayward for their presentation.
- b. **High School Math Textbook Adoptions: LC Math 3/LC Math 3 Advanced – First Read, R69-16-17.** Ms. Wenn reported that during the last two years, LCHS Math department members have been reviewing a variety of instructional materials to choose the best materials that align with Common Core State Standards. After an extensive review the McGraw Hill-Glencoe: Algebra 2, Common Core Edition was chosen. Ms. Multari asked for a brief clarification on the adoption process. Mr. Cartnal reported on the selection process. The Common Core State Standards were discussed. This item will come to the Governing Board at the next regularly scheduled Governing Board meeting for adoption.
- c. **\*Change in Governing Board Meeting Date, R72-16-17.** It was moved and seconded (Multari/Sagal) to approve the change in Governing Board meeting dates from February 21, 2017 to February 15, 2017. Ms. Sinnette reported that at the annual organizational meeting the Governing Board approved the 2017 Governing Board

meeting calendar. After adoption of that calendar a conflict was discovered and it is being requested to change the adopted February 21, 2017 meeting to February 15, 2017. The motion to approve the change in Governing Board meeting dates from February 21, 2017 to February 15, 2017 was adopted unanimously.

- d. **Additional Services Contract with LPA Architects, R75-16-17.** This is a First Read item. Mr. Evans reported that the District hired LPA, an architect firm, to do a Facilities Master Plan. There are also services that may be needed separate from the agreement related to the Facilities Master Plan. In order to have professional consultation on potential projects within the district, this additional services agreement is being submitted to the Governing Board. The intent is to have an agreement in place that will provide guidance and recommendations for improvements separate from the Facilities Master Plan. This item will come back to the Governing Board at the next regularly scheduled Governing Board meeting for approval.
  - e. **\*Assistance League Summer School 2017 Contract, R73-16-17.** It was moved and seconded (Sagal/Multari) to approve the Assistance League Summer School 2017 Contract. Ms. Sinnette reported that a recent audit of the Assistant League Summer School program has resulted in an increase in the 2017 contract to include a \$10,000 charge to cover the increasing technology needs to successfully run the summer school program. The motion to approve the Assistance League Summer School 2017 Contract was approved unanimously.
  - f. **\*Change Order of Roofing Project for Paradise Canyon, R77-16-17.** It was moved and seconded (Sagal/Multari) to approve the Change Order of Roofing Project for Paradise Canyon Elementary. Ms. Evans reported on some unexpected repair work needed during the Paradise Canyon Elementary roofing project which resulted in a \$5,079.00 increase to the contract bringing the total contract amount from \$88,980.00 to \$94,059.00. The motion to approve the Change Order of Roofing Project for Paradise Canyon Elementary was approved unanimously.
  - g. **\*Approval of Waterproofing Contract, R78-16-17.** It was moved and seconded (Sagal/Multari) to approve the waterproofing contract with WGI General Services. Mr. Evans reported that the foundations outside the staff work room at the La Cañada Elementary School and near the 700 Conference Room at La Cañada High School are subject to leaking from the foundations and walls that are below the exterior grade. The district went out to bid in 2016 for waterproofing these two areas. The lowest bid was received from WTI General Services for \$49,500. The motion to approve the waterproofing contract from WTI General Services for \$49,500 was approved unanimously.
2. **Second Reading.**
- a. **Potential New Courses at LCHS for 2017-2018 School Year: LC Math 3 and LC Math 3 Advanced, R42-16-17.** It was moved and seconded (Multari/Puglia) to approve the potential new course at LCHS for 2017-2018 School Year: LC Math 3 and LC Math 3 Advanced. Ms. Wenn requested the approval of the new course: LC Math 3 and LC Math 3 Advanced as reported at the first reading on December 6, 2016. There being no additional questions from the Governing Board, the motion to approve the potential new course at LCHS for 2017-2018 School Year: LC Math 3 and LC Math 3 Advanced was approved unanimously.
3. **Consent Agenda**
- It was moved and seconded (Puglia/Multari) to approve the Consent Agenda as presented. The motion to approve the Consent Agenda was adopted unanimously.
- a. **Personnel Report, P14-16-17.** The Governing Board approved the Personnel Report as follows: *Certificated:* New Hires: Diana Hong, Susie Sandrew. Leave of Absence: Monica Ratliff, Jennifer Zine. *Classified:* New Hires: Angela Aguirre, Jamal Blackwood, Matthew Cannata, Jonathan Connelly, Casey Mollett, Jessie Pickworth. Reclassification: Kim Bergner. Resignation: Tyler Basich, Tanisha Smith, Billie Weinstein.

- b. **Extra Duty Report, P15-16-17.** The Governing Board approved the Extra Duty Report as presented.
- c. **Quarterly Report on Williams Uniform Complaints, R71-16-17.** The Governing Board approved the Quarterly Report on Williams Uniform Complaints.
- d. **Purchase Order List 11-16-17.** The Governing Board approved Purchase Order List 11-16-17.

### COMMUNICATIONS

Mrs. Multari reminded the Governing Board about the Sister Cities meeting on Wednesday, January 18th.

An agenda item was requested to change the June 27, 2017 to June 20, 2017.

Mr. Jeffries asked if the Governing Board would be interested in holding a Governing Board meeting during the day at the high school. This will continue to be researched.

Ms. Lewsadder requested a date for the Governing Board visit to LCTV. The visit was calendared for Wednesday, February 8th at 7:45 a.m.

Ms. Lewsadder reported on the BrightBytes Technology survey that will be taking place next week.

Dr. Davis stated that he will be reporting on the Positive Coaching Alliance at the next Governing Board meeting on January 31, 2017.

Mr. Evans invited the Governing Board to attend the FMP Town Hall meeting.

Ms. Sinnette reported on the Panorama Ed survey which will be taking place from January 23 – early February. She thanked the Panorama Ed Survey Committee for their review and input.

### ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 8:35 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, January 31, 2017 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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Brent Kuszyk, Clerk

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Date