

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

March 14, 2017

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:30 p.m. by President Dan Jeffries on March 14, 2017, in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were Governing Board Members Dan Jeffries, Kaitzer Puglia, Brent Kuszyk, Ellen Multari and David Sagal.

**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, 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  
Mr. Brent Kuszyk, Clerk  
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 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 27 people in the audience. Mr. Jeffries asked Palm Crest Elementary Girl Scout Troop 5741 to lead the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES**

It was moved and seconded (Sagal/Multari) to approve the minutes of January 31, 2017. The motion to approve the minutes of January 31, 2017 was adopted unanimously.

**REPORTS**

**1. Superintendent's Report**

Ms. Sinnette reported on the funds raised during this year's La Canada Flintridge Educational Foundation Gala. For this year's paddle pledge the foundation established an Instructional Innovation Fund (IIF) that will be made available to teachers in 2017-18; The fund will provide grants to LCUSD staff, challenging those charged with educating our children to dream big and explore new ways to engage their students while not being constrained by the status quo and limited classroom resources. Ms. Sinnette reported that the paddle pledge raised approximately

\$125,000 for the IIF, sending a clear message as to how much our teacher's instructional creativity and their talents to bring curriculum to life are valued. Ms. Sinnette showed the video that was played at the Gala for the Paddle Pledge.

**2. President's Report**

Mr. Jeffries recognized LCHS custodial staff Carl Payne, Melvin Jones, Alvin Jones and Eliseo Williams for their heroic actions in assisting a 7/8 student during an altercation and attempted carjacking. Officer Matejka from the Sheriff's Department and Pat Andersen from the Chamber of Commerce were also present to recognize the four staff members. Principal Ian McFeat recognized the custodians for going above and beyond to ensure student safety.

**3. Chief Business & Operations Officer**

Mr. Evans reported that the Facilities Master Plan Oversight Committee met with the architects for the last time to review drafts of projects for the Facilities Master Plan. The "dream list" of projects total approximately \$250 million. The committee took to the task of prioritizing the improvement projects. The architects will work to create the draft of a Facilities Master Plan to be presented to the Governing Board in the spring.

Mr. Evans reported on the district's online anti-bullying program which enables students and teachers to report bullying or other inappropriate activities anonymously.

**4. Student Representative**

Alex Zhao reported on the districts music programs and recent and upcoming site events.

**REVIEW OF AGENDA**

None.

**OPPORTUNITY TO ADDRESS BOARD**

The following audience members addressed the Board:

None.

**PROPOSED ACTION ITEMS**

**1. First Reading**

- a. **SafeHomes Program Presentation to the La Cañada Unified School District Governing Board, R95-16-17.** Ms. Sinnette reported that the Governing Board has made student safety and wellness a local priority. As part of this local priority, the Governing Board has given direction to investigate opportunities to educate families regarding tobacco, alcohol and illegal drug use in our student community, and to seek our community's partnership in establishing clear "no use" expectations of these substances. La Canada Community Prevention Council (CPC) SafeHomes program provides one of those opportunities. Ms. Sinnette introduced La Cañada's CPC representative, Mr. Will Moffitt. Mr. Moffitt provided background on the program reporting on an incident that occurred in the community in 2003 when a LCHS student was shot at a prom night party. As a result of that incident, the CPC SafeHomes program was created in La Cañada. Mr. Moffitt provided details on the program which provides community parents the opportunity to make the following pledge: "I join the SafeHomes Program – Safe from Alcohol, Safe from Drugs. I will not allow minors to consume beer, wine, alcohol, or use illegal drugs in my home or on my property. I will not allow parties or gatherings in my home without proper adult supervision." Once a parent signs up and takes the pledge, they are able to see the other parents who have also signed the pledge. Mr. Moffitt would like to work with the district and create a

way for all parents to see the names of parents who have made the pledge. It is his hope that this information be made available to district parents prior to Prom. Mr. Jeffries suggested a link to the CPC website on the district's website. Mr. Moffitt reported on parents' responsibility when serving alcohol to minors or allowing illegal drug use in the home while hosting parties. Mr. Moffitt thanked the district and the Governing Board for being key members of the CPC. The Governing Board thanked Mr. Moffitt for his presentation.

- b. **Bond Feasibility Study, R96-16-17.** Ms. Sinnette reported that in order to assess the feasibility of a successful bond measure, the District has contracted the services of Charles Heath from TBWB. Mr. Heath, along with Dr. Timothy McLarney from True North Research, have conducted a bond renewal feasibility survey and an analysis of its results. Adam Bauer of Fieldman, Rolapp & Associates was present to report on the financial side of the district's potential bond. He reported on the historical assessed value of homes in La Cañada, which shows a steady increase in property values. Mr. McLarney reported that the bond feasibility study was performed to determine if a bond measure is feasible; to identify how to create a measure consistent with community priorities; and to gather information needed for communications and outreach. Mr. McLarney reported on the methodology of the study. The study was conducted February 7 to February 22, 2017. The surveys were conducted using a mixed-method approach which included phone and email communication. The random sample includes 454 district voters. Mr. McLarney reported on the ranking of importance of issues. He reported on the initial ballot test and also clarified tax extension. During the survey, True North staff discussed projects & programs and reported on the percentage of what the survey participants favored. Mr. McLarney reported on the responses from participants related to positive arguments and how convincing those are for a positive vote. Negative arguments were also reported. The final ballot test showed a 65% positive response. Mr. McLarney reported that the results of the survey showed that the measure has a very good chance of being successful in November and stated that it is feasible to move forward with a bond measure. He reported on considerations for moving forward. There was strongest support for repairing existing facilities, improving student safety/campus security, upgrading classrooms and facilities to support STEM and to prepare students for college/careers. Outreach and education are important so voters understand the need, the plan (including finance), accountabilities and the benefits to their community. Mr. Heath reported that the concept of a tax extension is most feasible. Mr. Heath discussed the timeline for a November 2017 bond timeline. The Governing Board provided direction to staff to continue to move forward towards a November 2017 bond measure ballot.
- c. **\*Resolution 8-16-17 to Order Biennial Governing Board Election.** It was moved and seconded (Multari/Sagal) to adopt Resolution 8-16-17 To Order Biennial Governing Board Election. Ms. Sinnette reported that the terms of three Governing Board members are expiring and a Governing Board election will be held in November 2017 for those three seats. The motion to adopt Resolution 8-16-17 To Order Biennial Governing Board Election was adopted unanimously.
- d. **\*Resolution 9-16-17 Certificated Reduction in Particular Kinds of Service.** It was moved and seconded (Sagal/Multari) to adopt Resolution 9-16-17 Certificated Reduction in Particular Kinds of Service. Dr. Davis reported on the reduction of .2 FTE in arts and .8 FTE in French and Spanish. The reduction in particular kinds of services is currently due to lack of student interest in related courses. The motion to adopt Resolution 9-16-17 Certificated Reduction in Particular Kinds of Service was adopted unanimously.
- e. **\*Resolution 10-16-17 Certificated Reduction in Particular Kinds of Service.** It was moved and seconded (Multari/Kuszyk) to adopt Resolution 10-16-17 Certificated

Reduction in Particular Kinds of Service. Dr. Davis reported on the reduction of .2 FTE in English 9-12. Ms. Sinnette reported on the March 15<sup>th</sup> deadline to notify certificated staff of the reduction and the possibility that these reductions could be rescinded. The motion to adopt Resolution 10-16-17 Certificated Reduction in Particular Kinds of Service was adopted unanimously.

- f. **\*Review of Draft Administrative Regulation 4135, 4235, 4335 Soliciting and Selling, R96-16-17.** Although the Governing Board does not approve administrative regulations, Ms. Sinnette asked the Governing Board to review Administrative Regulation 4135, 4235, 4335 Soliciting and Selling which she revised to help eliminate any conflict of interest with district staff when teaching a non-district program to district students. This AR will be implemented immediately and will continue to be monitored and revised when necessary.
- g. **Middle School Math Textbook Adoption, R93-16-17.** This is a First Reading item. Mrs. Wenn reported on the steps taken by district staff to work towards a middle school math textbook adoption. The middle school math department members have reviewed a variety of textbooks during the past three years and have decided upon Houghton Mifflin Harcourt: Math in Focus for 7<sup>th</sup> and 8<sup>th</sup> grade math course. Mrs. Wenn provided the textbook rating sheets from staff for Governing Board review prior to adoption. LCUSD parent Sugi Sorenson thanked Mrs. Wenn, Dr. Gold and teachers for spending the last several years reviewing the math textbooks available for adoption and for including the two parents on the textbook adoption committee. While he supports the textbook decision he is concerned with the adoption process. Mr. Sorenson asked that the Governing Board reevaluate the textbook adoption process. LCUSD parent Joshua Gottheim addressed the recent textbook adoption process. He thanked Mrs. Wenn for improving the adoption process however he feels that additional improvements are still needed. Mrs. Wenn and the Governing Board addressed some concerns expressed by the parent,; primarily focusing on parent involvement and selection process for parents to be included in a textbook adoption committee. LCUSD parent Anastacio Propopolis also requested more parent input during the textbook selection process. This item will come back to the Governing Board for approval at the next regularly scheduled meeting.

## 2. **Second Reading**

- a. **Second Interim Financial Report, R92-16-17.** It was moved and seconded (Sagal/Multari) to approve the Second Interim Financial Report. Mr. Evans provided an update on the Second Interim Financial Report since the first read. The district's second interim meets the standard of 3.5% reserve. He reported on the budget assumptions. The STRS and PERS contributions cap out at 2020-21. The only increase in funding for next year is the cost of living increase of 1.4%, but pension costs are increasing 1.8%. There is currently no gap funding for 2017-18. The motion to approve the Second Interim Financial Report was adopted unanimously.
- b. **Approval of Board Policy Revision 6162.5, R90-16-17.** The Administrative Regulation associated with Board Policy 6162.5 was presented to the Governing Board for discussion. Ms. Wenn reported that BP 6162.5 was adopted at the last meeting but during that meeting it was requested that the Administrative Regulation be reviewed and revised. She reported on the changes made to the AR to include digital assessments. Mrs. Multari requested that parents not have to meet with the teacher to review a test and requested that assessments be available in a digital portfolio or via email. LCHS teachers Brandon Carroll and Tracey Calhoun reported on their experiences with digital assessments. Because digital assessments are evolving, it was requested that the BP and AR continually be reviewed to ensure that they reflect a practice that meets the needs of the existing protocol. Mrs. Wenn will work with teachers and bring back the administrative regulation at the next meeting to reflect current policy. Ms. Sinnette commended teachers for the huge gains that have been made related to assessment return practices during her time with the district. The

district will continue to fine tune this practice. Mr. McFeat reported on what is being done at the high school to enforce the current assessment policy.

### 3. **Consent Agenda**

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

- a. **Personnel Report, P20-16-17.** The Governing Board approved the Personnel Report as follows: ***Certificated:*** Release from Temporary Contract: Jee-Eun “Jeenie” Lee. Resignation: Charisse Bontemps, Anne DiFiore, Melanie Harrick, Andrew Kang. ***Classified:*** New Hires: Kimberly Barron, Delia Escobar, Theresa Giedratis, Kerry Ann Lambert, Claudia Lonsinger, Kristen Mascheroni, Edgardo Pelayo. Modification: Laura Festen.
- b. **Extra Duty Report, P21-16-17.** The Governing Board approved the Extra Duty Report as presented.
- c. **Spec Acts: PCR Valley Forge, R94-16-17.** The Governing Board approved the Palm Crest Elementary request to attend Valley Forge May 15-May 19, 2017.
- d. **Gifts to District, R97-16-17.** The Governing Board approved the Gifts to District as presented.
- e. **Purchase Order List 14-16-17.** The Governing Board approved Purchase Order List 14-16-17.

## **COMMUNICATIONS**

Student Representative Alex Zhao reported on the positive changes he has seen at athletic events since the Positive Coaching Alliance presentation at the high school.

Mr. Sagal reported that he is to be a chaperone for the LCHS Choir trip to Italy.

Mrs. Multari reported that the Five Star Coalition is meeting this Friday. Senator Anthony Portantino will be attending the meeting along with some of the five district’s CTA members.

Mr. Kuszyk reported on the Challenge Success Building Your Path event on April 8<sup>th</sup>.

Ms. Puglia thanked the community for their support at the Educational Foundation Gala.

Ms. Sinnette reported on a request to adopt a resolution regarding Senator Portantino’s late start Senate Bill.

Dr. Davis reported on the mobile health screening that recently occurred throughout the district. He reported that 110 employees participated in the event. Positive feedback was received from those who attended.

Mrs. Lewsadder presented a plaque to Superintendent Sinnette and the Governing Board in recognition of the middle school’s recognition as a School to Watch.

## **ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 9:50 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, April 18, 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