

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

June 26, 2018

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:30 p.m. by President Kaitzer Puglia on June 26, 2018, in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were Governing Board Members Kaitzer Puglia, Brent Kuszyk, Ellen Multari, and Dan Jeffries. Joe Radabaugh was not present.

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 four Governing Board Members, Superintendent Wendy Sinnette, Associate Superintendent Anais Wenn, Associate Superintendent Mark Evans, and Chief Technology Officer Jamie Lewsadder. Closed Session adjourned at 7:00 p.m.

MEMBERS PRESENT: Mrs. Kaitzer Puglia, President
Mr. Brent Kuszyk, Vice President
Mrs. Ellen Multari, Member
Mr. Dan Jeffries, Member

OPPORTUNITY TO ADDRESS THE BOARD ON CLOSED SESSION ITEMS

None.

REPORT OUT OF CLOSED SESSION

Ms. Puglia 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 four Governing Board Members, Ms. Sinnette, Mrs. Wenn, Mr. Evans, Ms. Lewsadder and Executive Assistant to the Superintendent Kim Bergner. There were approximately 35 people in the audience. Ms. Puglia asked Belinda Randolph to lead the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES

It was moved and seconded (Jeffries/Multari) to approve the minutes of May 8, 2018, May 18, 2018, May 24, 2018 and May 31, 2018. The motion to approve the minutes of May 8, 2018, May 18, 2018, May 24, 2018 and May 31, 2018 was adopted unanimously. (4:0)

REPORTS

1. Superintendent's Report

Ms. Sinnette began her report by discussing the Safety & Security Taskforce. She provided an update on the five sub-committees.

Ms. Sinnette clarified rumors regarding Senior Activities stating that there currently are no plans to make changes to current activities. She reported that Assistant Principal Jon Lyons is the administrator in charge of ASB (which oversees senior activities) for 2018-19 and Daisy Kim will be the new ASB advisor.

Ms. Sinnette clarified the current high school PE policy and discussed the challenge of how to handle off season credit for athletes.

2. President's Report

Ms. Puglia reported on the importance of communication in regards to safety and security and the Facilities Master Plan. She reported on the priorities that have been approved as part of the Facilities Master Plan and the process that the Governing Board followed to develop that prioritization. She reported that the first issuance of the General Obligation Bond has been received. She reported on the charge of the Citizens' Oversight Committee.

3. Associate Superintendent of Business & Administrative Services' Report

Mr. Evans reported that the Citizen's Oversight Committee will have their first meeting on Thursday, June 28th. He also reported that the site principals have been asked to start working on developing their Principal Design Committees.

REVIEW OF AGENDA

None.

OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

David Haxton, community member, regarding the need for bond transparency.

PROPOSED ACTION ITEMS

1. First Reading

- a. Presentation on Progress Related to the 2017-2018 Superintendent Goal: On-Going Best Practices in Math Instruction and Delivery.** Ms. Sinnette provided an update on her progress related to the 2017-2018 Superintendent Goal regarding on-going best practices in math instruction and delivery. She provided the 2017-18 goal language. Ms. Sinnette provided the meeting dates and minutes from meetings throughout the 2017-18 school year which agendized math discussion. The meetings include: Monthly Elementary Principal meetings; Instructional Planning Group meetings, Elementary Math meetings; Elementary Math Discussion Forums; and Elementary Math Working Committee meetings. Ms. Sinnette reported on the outcome list from the initial "Design Thinking" meetings, which included: communication, intervention, acceleration, and differentiation. Ms. Sinnette provided detail information on the 3 Elementary Math Committee Experience meetings. Ms. Sinnette shared articulated LCUSD staff views and perspectives on current math practices. Ms. Sinnette provided her reflections from the input received on math instruction and delivery during the 2017-18 school year. She expressed her appreciation for the engaging dialogue, significantly collaborative process between stakeholder groups. She reported that the process did not necessarily adhere to the Superintendent's Goal as written. Ms. Sinnette discussed the need for communication, transparency, and collaboration between stakeholder groups and the need to recognize the constraints of public education while creatively endorsing the charge to provide world class educational opportunities where possible. She stated that the work to refine, improve, and celebrate math instruction across the district will be an on-going effort and expressed the importance of valuing the integrity of the elementary education experience. Ms. Sinnette provided her recommendations for moving forward, which are to: develop comprehensive site plans; explore with the elementary site's the potential role and efficacy of providing an Upper Elementary Math Specialist; provide

Student Study Team (SST) meetings and plans for qualifying students identified by both the teacher and parent as accelerated/gifted; provide Digital Learning Opportunities for Differentiation, Acceleration, and Intervention.

The following members of the audience addressed the Board:

Stacy Boland, LCUSD Parent, regarding the need to support her child's math experience and maintain her child's interest in the math;

Josh Gottheim, LCUSD parent, regarding the need for accelerated math for students;

William Schulz, LCUSD parent, regarding his disappointment with experience as a member of the Elementary Math Committee Experience meetings;

Sugie Sorensen, LCUSD parent, thanked Ms. Sinnette for making this one of her goals for 2017-18, and the teachers who were part of the committee for their input. He expressed his concern with the current math program including the lack of proficiency in Every Day Math;

Belinda Randolph, LCUSD parent, regarding lack of teachers' attendance on district sponsored Math Nights;

There being no further public comment, the Governing Board engaged in discussion regarding the Superintendent's recommendations for best practices in math instruction and delivery. Mr. Jeffries asked for clarification regarding the current GATE program and after-school programs. Elementary Principals Emily Blaney and Carrie Hetzel reported on the elementary after-school programs and the limitations due to facility demands. They also discussed the full schedules of many students with after-school commitments. Ms. Sinnette reported on the turn-over in math teachers and the need to open a search for new teachers as early as possible in the spring to reach and hire quality instructors. Mr. Jeffries would like to see a Math Specialist at the elementary sites to support teachers with instructional delivery and address student achievement.

Ms. Multari stated that the district goal should be to reach out to all learners at all levels and to find a balance between intervention and acceleration. Mr. Kuszyk would like to see more frequent communication between teachers and parents.

Ms. Sinnette reported on possibilities related to developing an Elementary Math Specialist position.

Ms. Puglia would like to see Math Nights and Math Committee meetings continue. She discussed the need to provide math instruction to all students including differentiation, intervention and acceleration. Math observations in the classroom were discussed. Ms. Sinnette would like to see classroom observations be site designed. Ms. Sinnette would like an outcome of her goal to be a directive to Principals to develop a programmatic approach to several of the outcomes put forward by the committee. She expressed the importance of communicating with parents to keep them informed on how the district is moving forward with this goal. The Governing Board provided a recommendation to the Superintendent for her to make one of the principal's four goals to create a site plan for math instruction and to have the principals provide updates at the Elementary Principal meetings. They asked the Superintendent to provide quarterly reports on progress; and to provide consistent grade specific math nights. Ms. Sinnette thanked the site administrators for attending the meeting, present were: Elementary Principals Carrie Hetzel and Emily Blaney; LCHS Assistant Principal Kip Glazer and LCHS Principal Ian McFeat. Ms. Sinnette reported that the LCFEF Paddle Pledge this year was for STEAM Enrichment, so that resource is available for possible financial support. Clarification was provided on the

district's current LCHS math pathways. Ms. Sinnette thanked the members of the community that were present for their input on the discussion.

- b. ***Cabinet Contract Amendments, R174-17-18.** It was moved and seconded (Kuszyk/Multari) to approve the Cabinet Contract Amendments for Anais Wenn and Mark Evans. Ms. Sinnette reported that the existing contracts for Associate Superintendents Anais Wenn and Mark Evans expire in June 2019. Current practice has contract extensions made at least one year prior to expiration. Approval of the contract amendments will extend both contracts to June 2021. Ms. Sinnette extended her heartfelt gratitude to Mrs. Wenn and Mr. Evans for their hard work and commitment to the District. The motion to approve the Cabinet Contract Amendments was adopted unanimously.
- c. **Board Policy Updates Relating to Communications, R175-17-18.** Ms. Lewsadder provided a brief PowerPoint on the district's board policies regarding Communications which are being presented for adoption. BP 1112 on Media Relations is being presented as a revision. BP 1113 District and School Websites and BP 1114 District-Sponsored Social Media are new policies being presented for adoption. Ms. Lewsadder clarified the revisions to BP 1112 regarding the release of student information and what is allowable for release to the media. She reported that a parental agreement is now required every year as opposed to the past practice of a one-time parental approval.

BP 1113 is a new policy that addresses district and school websites and addresses design standards, website content standards, and privacy rights.

BP 1114 District-Sponsored Social Media is a new policy and is intended for official social media accounts (ASB, sports groups, school accounts) and addresses content guidelines and privacy expectations. The Administrative Regulation provides the authorization process and guidelines for users.

Ms. Lewsadder provided a communication plan update. She reported that the principals engaged in a communications session at Leadership Retreat and are each creating site-level communication plans. To address communication at the district level, Ms. Lewsadder acquired a copy of the National School Public Relations Communications handbook and board policies are being reviewed and updated to address best practice. Sample communication plans will be reviewed to begin drafting an overarching communication plan. BP 1112, BP 1113 and BP 1114 will come back to the Governing Board at the next regularly scheduled meeting for adoption.

2. Second Reading

- a. **Approval of LCUSD Local Control Accountability Plan (LCAP), R159-17-18.** It was moved and seconded (Kuszyk/Jeffries) to approve the LCUSD Local Control Accountability Plan (LCAP). Ms. Sinnette reported that it is required that the Governing Board adopt the LCAP prior to June 30, 2018. She reported that the LCAP is intended as a planning document that drives the District's budget development. The Superintendent, Associate Superintendent of Business and Administrative Services and the Fiscal Services Department have worked together to ensure that both documents are aligned. Ms. Multari would like to address the onerous task of creating the LCAP. The motion to approve the LCUSD Local Control Accountability Plan was approved unanimously.
- b. **Report of Estimated Revenue and Expenditures for 2017-18 and Review of the District's Proposed Budget for 2018-19, R151-17-18.** It was moved and seconded (Kuszyk/Multari) to approve the Proposed Budget for 2018-19. Mr. Evans reported that the budget being presented is very similar to the First Read budget. Minor adjustments have been made. Additional adjustments may be needed upon approval of

the Governor's Budget, which must be approved by the Governor by June 30th. Mr. Evans answered clarifying questions of the Governing Board. The motion to approve the Proposed Budget for 2018-19 was adopted unanimously.

- c. **Board Policy Updated Relating to District Records and Technology, R162-17-18.** It was moved and seconded (Multari/Jeffries) to adopt board policies 0450 and 1100 as presented. Ms. Lewsadder provided clarification on BP 0450 Comprehensive Safety Plan and BP 1100 Communications with the Public and answered any questions from First Read. The motion to adopt Board Policies 0450 and 1100 as presented was adopted unanimously.
 - d. **Approval of Revision to Board Policies 1330, 3513.3 and 5131.62 for Tobacco-Free Certification, R164-17-18.** It was moved and seconded (Kuszyk/Multari) to approve the proposed revisions to Board Policies 1330, 3513.3 and 5131.62 for Tobacco-Free Certification. Ms. Sinnette clarified that changes requested at First Read have been made and sent to legal counsel for review. The motion to adopt the proposed revisions to Board Policies 1330, 3513.3 and 5131.62 for Tobacco-Free Certification was adopted unanimously.
3. **Consent Agenda**
- It was moved and seconded (Kuszyk/Multari) to approve the Consent Agenda as presented. The motion to approve the Consent Agenda was adopted unanimously.
- a. **Personnel Report, P28-17-18.** The Governing Board approved the Personnel Report as follows: *Certificated*: New Hires: Lauren Schour. Modification/Transfer: Mariana Valderhaug. Leave of Absence: Rachel Zoi. *Classified*: New Hires: Armineh Ovasapians, Darling Paz, Erin Rodik. Modification: Patty Castreje, Beth Mumper.
 - b. **Agreement for Topographic & Utilities Surveying Services – KPFF Consulting Engineers, R177-17-18.** The Governing Board approved entering into a contract with KPFF Consulting Engineers for topographic and utilities surveying services.
 - c. **Agreement for Professional Services with Jack Shreder & Associates for state School Facilities Program Consulting, R178-17-18.** The Governing Board approved entering into an agreement for professional services with Jack Shreder & Associates for state school facilities program consulting.
 - d. **Notice of Completion, R180-17-18.** The Governing Board approved the Notice of Completion for Linnert Builders and Spectraturf.
 - e. **Agreement with Assistance League of Flintridge for “Sprouts Program”, R173-17-18.** The Governing Board approved entering into an agreement with Assistance League of Flintridge for the Sprouts Program for the 2018-19 school year.
 - f. **Spec Acts: LCHS Chamber Singers Annual Retreat: Harland Christian Camp, R1717-17-18.** The Governing Board approved the LCHS Special Activity request to attend the Chamber Singers Annual Retreat at Harland Christian Camp in Bader, California September 28-30, 2018.
 - g. **Spec Acts: LCHS Men’s and Women’s Ensemble Performance Tour: CA Central Coast, R172-17-18.** The Governing Board approved the Special Activity request to attend the LCHS Men’s and Women’s Ensemble Performance Tour in Central California Coast November 7-9, 2018.
 - h. **Purchase Order List 17-17-18.** The Governing Board approved Purchase Order List 17-17-18.
 - i. **Purchase Order List 1-18-19.** The Governing Board approved Purchase Order List 1-18-19.

COMMUNICATIONS

Ms. Lewsadder reported on the Arcadia Innovation Summit and the presentation at that summit by several of the district's high school students.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 9:45 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, July 10, 2018 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

Joe Radabaugh, Clerk

Date