

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

February 5, 2019

The Special Meeting of the Governing Board of La Cañada Unified School District was called to order at 6:30 p.m. by President Brent Kuszyk on February 5, 2019, at 4490 Cornishon Avenue in La Cañada, California. Present were Governing Board Members Brent Kuszyk, Joe Radabaugh, Ellen Multari, Kaitzer Puglia and Dan Jeffries; Superintendent Wendy Sinnette; Associate Superintendents Anais Wenn and Mark Evans; Chief Technology Officer Jamie Lewsadder and Executive Assistant to the Superintendent Kim Bergner

PLEDGE OF ALLEGIANCE

Mr. Evans led the Pledge of Allegiance.

OPPORTUNITY TO ADDRESS THE BOAR ON AGENDIZED ITEMS

None.

CONSENT AGENDA

It was moved and seconded (Jeffries/Multari) to approve the Consent Agenda. The motion to approve the Consent Agenda was adopted unanimously. (5:0)

- a. **Spec Acts: LCHS Speech & Debate Stanford Invitational, R105-18-19.** The Governing Board approved the LCHS Special Activity request to attend the Speech & Debate Stanford Invitational in Stanford, California February 9-11, 2019.
- b. **Purchase Order List 12-18-19.** The Governing Board approved Purchase Order List 12-18-19.

GOVERNING BOARD WORKSHOP: Safety & Security Taskforce 6:30 p.m.

Task Force members in attendance were:

Jennifer Sullivan
Anais Wenn
Elaine Chu
Brent Kuszyk
Mark Kindhouse
Audrey Huang
Joe Radabaugh
Dan Jeffries
Wendy Sinnette

Sean Carney
Ellen Multari
Adena Asatoorian
Emil Eyvazoff
Adin Ryssdal
Lauren Ciulla
David Haxton
Kristina Kalb
Kaitzer Puglia

Elyssa Nelson
Sarah Beattie
Jim Cartnal
Patricia Corrales
Peter Breckheimer
Justin Luthey
Mark Evans
Deputy Matejka
Brooke Wharton

Ms. Sinnette began the workshop at 6:35 p.m. She reviewed the agenda and thanked everyone for being in attendance.

Ms. Sinnette revisited the purpose of the taskforce and briefly reported on the end goals of each of the five sub-committees. The anticipated outcome is that all of the subcommittee recommendations will come together and be comprised into a prioritized action plan to be presented to the Governing Board for implementation in the school site safety plans and the Local Control Accountability Plan.

Ms. Sinnette reported on the Safety, Security, and Wellness Priority Ranking Safety Priorities survey responses in the six solution domains: Access Control and Visitor Management; Classroom Security; Communication; Physical Security Measures, Prevention, and Training.

LCHS student Adin Ryssdal reported on the positive impact of Mr. Crabbe's Safety & Security presentation to LCHS students.

Drug use and abuse on the LCHS campus is a significant concern of Task Force members. Addressing this matter is a high priority of the Task Force.

Wellness, Communication, and Outreach Subcommittee

Mr. Kuszyk reported on the Wellness, Communication and Outreach Subcommittee's recommendations for Improved Wellness (W), Communication (C) and Outreach (O).

Across LCUSD:

- Focusing on wellness for students AND staff is key (W);
- Challenge Success must continue and Family Learning Series outreach to parents is essential (W);
- Meaningful assemblies at each school site is important and should emphasize character building and education (W);
- Communication from LCUSD is adequate, frequent, and effective (C/O).

At LCUSD Elementary Schools:

- A full-time counselor should be considered for Palm Crest Elementary school (W);
- There is a need to review and agree upon a unified counseling program across all elementary schools (W);
- Adoption and implementation of a social emotional learning curriculum like Ruler or others is a priority (W);
- The Wellness Center at LCHS should be developed and used to expand support services to 7/8 and K-6 (W);
- Communication from elementary administration is adequate, frequent, and effective (C/O).

At LCHS 7-12:

- STEP/Homeroom at LCHS is in need of reform (W);
- Explore the feasibility study skills (9th) and Life Skills (12th) courses (W);
- LCHS Communication Improvements Needed – Protocol, Frequency, Specificity (C);
- Establish Regular Quarterly Communication Meetings with Partners like CEC (C/O)
- Communication and Outreach is adequate, frequent, and effective at 7/8, but not at 9-12. The 9-12 should adopt the practice of communicating with stakeholder groups more frequently (C/O);
- Creation of Campus Bulletin to inform students and parents of important information (C);
- Establish means by which students can speak with administration (O).

LCHS Open vs. Closed Campus (Lunch) Subcommittee:

Ms. Sinnette reported on the recommendations from the Lunch Open vs. Closed Campus (Lunch) Subcommittee:

1. For the 2019-2020 school year, develop policies for UberEats, Post-Mates, etc. food delivery services based on recommendations taken to the LCHS Discipline Committee in spring 2019. Clearly articulate the policies to students, parents and staff. (The sub-committee's recommendation to the LCHS Discipline Committee include that such deliveries ONLY be allowed during the lunch period or be prohibited entirely.)

2. Consider moving the student parking lot to the front of the school, moving the staff parking lot to the Oak Grove lot and access road. (Note: Current Staff survey is 50-50 on a lot move.) The “pros” to the lot switch are that the yellow gates can be closed during the day and opened at lunch to monitor students who leave campus. The “cons” to the lot switch are that if you maintain the current drop-off and pick-up design, you have parents picking up in a lot where students are parking (drop-off) and exiting (pick-up).
3. Implement the policy that no Freshmen or Sophomores are able to go off campus for lunch commencing in the 2019-2020 school year (current policy “suggests” that Freshmen and Sophomores not be allowed to leave campus at lunch). Articulate this policy to students and parents. In 2021-2022, Juniors may not go off-campus at lunch (articulate this to next year’s Freshman class who will be the affected Juniors in the 2021-22 school year). Determine for the 2022-2023 school year, whether the campus will be a closed campus or if “off-campus” lunch will be a Senior privilege.
4. Install an automated rolling gate at the access road if the lot switch occurs. Solve policy decisions related to gate installation with regard to the following groups/issues:
 - CEC access;
 - Installation at street entrance or at the tennis courts;
 - Costs associated with Gate installation and maintenance;
 - Cafeteria worker access;
 - Other.

LCHS Assistant Principal Kristina Kalb reported on the increase in tardies after lunch. She reported that no other local districts have an open campuses for lunch.

Traffic and Parking Subcommittee Report

Mr. Evans reported that members of the Traffic and Parking Sub-committee visited the school sites to observe traffic during student drop off; some sites were also observed during student pick up. He reported on the 3 goals and 18 recommendations of the sub-committee. The three goals of the sub-committee are to reduce traffic congestion during drop-off and pick-up periods; improve safety for pedestrians; and improve on-site parking for school staff, and at the high school, for students. The Traffic and Parking subcommittee made the following recommendations:

1. Spread out drop-off periods by providing incentives for students to arrive earlier, such as opening the high school’s cafeteria for breakfast and adding supervised use of the playground at the elementary schools.
2. Spread out pick up period by providing optional classes after school.
3. Investigate with the City options to repaint all crosswalks near schools and along pedestrian routes to schools in yellow with ladderized crosshatching.
4. Investigate with the City options to increase frequency of bus service on Foothill from Oak Grove to Ocean View before school starts and after school ends.
5. (LCHS) Investigate with the City options to reduce student exposure to moving vehicles by having all city buses load and unload next to the high school’s campus rather than requiring students to cross the street.
6. (LCHS) Investigate with the City options to increase traffic capacity at the corner of Foothill and Oak Grove by allowing both eastbound lanes on Foothill to make a right turn onto southbound Oak Grove, and eliminating the crosswalk across Oak Grove on the south side of the intersection.
7. (LCHS) Encourage greater use of the loading areas in Hahamongna Park and the cutouts on Oak Grove, and discourage use of the parking lot on Oak Grove for loading, especially right next to the office.

8. (LCHS) To more accurately reflect current usage, change the red curbs near the tennis courts and at the 7/8 loading zone to white, loading only. Work with the City and Fire codes to determine feasibility of this option.
9. (LCHS) To prevent congestion at the entrance to the front parking lot, provide staffing to move cars further south into the lot for drop off so students are not exiting vehicles just after the driveway.
10. (LCHS) To prevent congestion at the entrance to the student parking lot at the corner of Foothill & Oak Grove, replace the missing signage indicating no drop-offs or pick-ups on school days after 7:30 am.
11. (PCR) Encourage use of the entire loading area on Jessen by adding a gate and ramp west of the current entrance as part of the modernization.
12. (PCR) Work to sequence the improvements to the parking lot and loading area on Palm, and the demolition of the old district office and creation of a parking lot, by having this done as early as possible in the modernization.
13. (LCE) Investigate with the City options to reduce street crossings by moving the crosswalk across La Cañada Blvd. at Salisbury from the north side of the intersection to the south side.
14. (PCY) To improve pedestrian safety and encourage parents to drop off and pick up a distance from the school and let their students walk the rest of the way, work with the City to add a sidewalk on the east side of Gould south of Knight Way.
15. (PCY) Investigate with the City options to improve traffic flow and reduce the locations where pedestrians are crossing without a crossing guard, eliminate the crosswalk across Gould on the south side of the intersection with Knight Way.
16. Investigate with the City the option of moving parking away from south side of Knight and West of Gould. In order to increase visibility, and possibly add drop off space, change the parking so it is not so close to the corner.
17. (PCY) To prevent illegal U-turns, add a physical divider to the painted median on Gould north of Knight Way.
18. Meet with the City to address the feasibility of these recommendations.

Staff and Student Training Subcommittee

Ms. Wenn reported on the recommendations of the Staff and Student Training Sub-committee. The sub-committee made the following recommendations:

Deter and prevent & reset and protect:

- Renewed contract with Chameleon Associates;
- Staff and student training refresh;
- More district-wide drills.

Reunite and recover:

- Training for the Search and rescue Teams at the sites;
- Training for the First Aid Teams and other staff at the sites;
- Training offered by City of La Cañada Emergency Services.

Campus Safety Subcommittee

In Ms. Lewsadder's absence, Mr. Radabaugh reported on the process of how the sub-committee got to their recommendations. He reported on the final recommendations from the sub-committee. The final priority list includes:

1. Fencing at all school sites with goals of single point of entry during instructional hours and supporting joint use after hours;
2. Continuation of emotional and behavioral counseling in middle and high school;
3. Access control and visitor management procedures and training;
4. Security staff for all sites;
5. A mechanism for anonymous reporting of bullying or other concerning behaviors;
6. Upgraded, high quality camera systems for all sites that include increasing coverage areas;
7. A plan for monitoring the cameras;

8. A way for teachers and staff to communicate a need for help from classrooms and fields.

Subcommittee member Emil Eyvazoff clarified that additional security on campuses was #1 priority.

Mr. Jeffries stated that it's important to look at bond projects and other facilities modernizations to make sure that the recommendations fit into the district's modernization plans.

Revisiting Task Force Objectives & Approach

The Objectives of the Taskforce were revisited. They include:

- Gather robust community input;
- Assess gaps & needs in specific area;
- Prioritize recommended actions.

Ms. Sinnette asked sub-committees to refine their recommendations and prioritize. The Governing Board will meet in March to review the refined priorities. The taskforce will meet again on April 9th to prioritize the recommendations and prepare to take them to the Governing Board for final adoption in May.

Mr. Sinnette discussed upcoming meetings. The remaining Taskforce meetings are April 9, 2019 and May 2, 2019 from 6:30 p.m. – 8:00 p.m.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 8:30 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, February 12 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

Ellen Multari, Clerk

Date