

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

January 14, 2020

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:00 p.m. by President Joe Radabaugh on January 14, 2020, in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were Governing Board Members, Joe Radabaugh, Ellen Multari, Dan Jeffries, Kaitzer Puglia, and Brent Kuszyk.

CLOSED SESSION

The Governing Board adjourned to Closed Session at 5:00 p.m. in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were the five Governing Board Members, Superintendent Wendy Sinnette, Associate Superintendent Anais Wenn, Associate Superintendent Mark Evans, and Chief Technology Officer Jamie Lewsadder. Closed Session adjourned at 7:00 p.m.

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

OPPORTUNITY TO ADDRESS THE BOARD ON CLOSED SESSION ITEMS

None.

REPORT OUT OF CLOSED SESSION

Mr. Radabaugh 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 five Governing Board Members, Ms. Sinnette, Mrs. Wenn, Mr. Evans, Ms. Lewsadder and Executive Assistant to the Superintendent Kim Bergner. There were approximately 31 people in the audience. Mr. Radabaugh asked Boy Scout Troop 521 Den 12 to lead the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES

It was moved and seconded (Jeffries/Multari) to approve the minutes November 19, 2019. The motion to approve the minutes of November 19, 2019 was adopted unanimously.

REPORTS

1. Superintendent's Report

Ms. Sinnette reported that as part of one of her goals for 2019-2020 she will be initiating an employee recognition program for both certificated and classified employees. An employee recognition form has been created and will be sent to all district employees to nominate their peers for recognition. Employees will be chosen monthly and recognized at a Governing Board meeting quarterly.

2. President's Report

Mr. Radabaugh provided his first report as President of the Governing Board. He commented on the high quality of district staff serving our students and families. He discussed the importance of the Local Control Accountability Plan and provided information on the four local goals. He ended his report by reminding the community of the importance of supporting the upcoming Parcel Tax election, reporting that the parcel tax contributes \$2.5 million to the district budget, which is crucial for sustaining our high-performing efforts.

3. Associate Superintendent of Business & Administrative Services' Report

Mr. Evans provided an update on bond projects. He reported that as part of the Palm Crest Modernization the old district office building will be removed. He provided the history of the Batchelder tiles on the fireplace at that location. Mr. Evans is researching how best to preserve the tiles prior to demolition of the building.

4. Student Representative

Student Representative JJ Dick was not present.

5. LCUSD Leadership Team Highlights – Paradise Canyon Elementary Principal Carrie Hetzel

Paradise Canyon Elementary Principal Carrie Hetzel was present along with Instructional Computer Specialist Kristine Babish to report on Digital Citizenship at Paradise Canyon Elementary. Ms. Hetzel reported that one of her goals was to make Paradise Canyon Elementary (PCY) a Common Sense Certified School. Earning the Common Sense School badge is a symbol of a school's dedication to helping students think critically and use technology responsibly to learn, create and participate. Ms. Hetzel reported on Digital Citizenship and Ms. Babish showed examples of how she teaches Digital Citizenship in the classroom. Ms. Hetzel discussed the Tech Agreement that is signed by all students. Ms. Babish reported on the student events that occurred at PCY during Digital Citizen Week in November. The Governing Board thanked Ms. Hetzel and Ms. Babish for their presentation.

REVIEW OF AGENDA

None.

OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

None

PUBLIC HEARING

CSEA Negotiations Proposal to LCUSD, 80-19-20

The hearing was opened at 7:38 p.m. There being no public comment the hearing was closed at 7:38 p.m.

LCUSD Negotiations Proposal to CSEA, 81-19-20

The hearing was opened at 7:39 p.m. There being no public comment the hearing was closed at 7:39 p.m.

PROPOSED ACTION ITEMS

1. First Reading

- a. ***CSEA Negotiations Proposal to LCUSD, R80-19-20.** After holding the Public Hearing, the CSEA Negotiations Proposal to LCUSD was presented to the Governing Board for review. It was moved and seconded (Multari/Jeffries) to accept the CSEA

negotiations proposal to LCUSD. The motion to accept the CSEA negotiations proposal to LCUSD was approved unanimously.

- b. ***LCUSD Negotiations Proposal to CSEA, R81-19-20.** After holding the Public Hearing, the LCUSD Negotiations Proposal to CSEA was presented to the Governing Board for review. It was moved and seconded (Jeffries/Multari) to accept the LCUSD negotiations proposal to CSEA. The motion to accept the LCUSD negotiations proposal to CSEA was approved unanimously
- c. ***Acceptance of 2018-19 Financial Audit Report, R86-19-20.** Mr. Evans introduced Auditor Brian Ruff of Eide Bailly, formerly Vavrinek Trine Day & Company, who was present to report on the 2018-19 Financial Audit Report. It was moved and seconded (Multari/Kuszyk) to accept the 2018-19 Financial Audit Report. There being no questions from the Governing Board the motion to accept the 2018-19 Financial Audit Report was approved unanimously.
- d. **Elementary Science Textbook Adoption – First Read, R93-19-20.** Ms. Wenn reported that during the past two years, elementary school teachers have been piloting a variety of Science instructional materials and communicating their findings to site and district administration. Upon review and consideration, they recommend National Geographic Learning – National Geographic Exploring Science for Kindergarten - 1, and Accelerate Learning – STEMscopes CA NGSS 3D for grades 2 – 6. She reported that K-6 grade parents have been given the opportunity to review these textbooks as well and to provide input to the textbook adoption committee. The recommended textbooks will be available for interested parents and community members to review at the District office from January 15, 2020 through March 16, 2020. The elementary Principals were present to answer any questions of the Governing Board. Ms. Multari asked for clarification on how the specific books were chosen. Ms. Wenn reported on the list of approved textbooks provided by the state that was published November 2018.

The following audience members addressed the Board:

Textbook Adoption Parent Representative Sheila Dunbar discussed the district's high quality professional educators and her experience as a parent representative involved in the elementary science textbook adoption process. She suggested taking advantage of the scientists in the community by bringing them into the classroom.

LCUSD Parent Shante Rao reported on his science career and the importance of hands-on learning. He expressed his concern with the options of textbooks that were evaluated stating that not all facts in these textbooks are accurate.

Community Member Belinda Randolph expressed concern with inaccurate information in the textbooks being considered.

LCUSD Parent Sugi Sorenson expressed concern with inaccurate information in the textbooks being considered and asked that additional people have the opportunity to provide feedback.

PCR Principal Cor. Pak reported on his previous district's positive experience with the StemScopes textbooks being considered. Mr. Jeffries would like the district to take a look at the curriculum content that is incorrect. Ms. Wenn stated that she would reach out to the publisher to address the incorrect data. The Governing Board recommended providing an opportunity for the community to review STEMscopes and address specific incorrect information prior to adoption.

- e. ***2018-19 School Accountability Report Card (SARC), R84-19-20.** Director of Programs & Services Karen Hurley was present to report on the School Accountability Report Card. After approval, the SARCS will be sent to the state and will be posted on the district's website. Mr. Jeffries asked about the district's status of credentialed

teachers. Ms. Hurley reported that there are a few teachers still working on their CLADS; and those teachers do not have ELD students in their classroom. Mrs. Multari asked what the process is for replacing the used textbooks in the classrooms. Ms. Wenn reported that we follow the state adoption timeline and also consider new textbooks if teachers find that their textbooks are outdated. New textbook funding is in the budget. Graduation rates were discussed. Ms. Wenn reported that the slight reduction in graduation rates was due to special education students in a special day class who do not receive a diploma. Classroom sizes were discussed. It was moved and seconded (Multari/Jeffries) to accept the 2018-19 School Accountability Report Cards for each site. The motion to accept the 2018-19 School Accountability report Cards for each site was approved unanimously.

- f. **Presentation on LCHS Pool Project, R88-19-20.** Mr. Evans reported on the La Cañada High School New Outdoor Pool and South Campus Improvement project. He stated that during the past several months, the design team has been working and meeting with the design committee to refine the schematic design, and to complete the development phase. Mr. Pierre was present along with the architects to provide an update on the design process prior to moving into the phase to develop construction documents. Mr. Pierre reported that DSA has reviewed the preliminary plans but we are about 3-4 months from submitting the actual documents to DSA for approval. Mr. Pierre introduced the design team: Dennis Smith and Jake Martin of Gonzalez Goodall Architects and Greg Cannon from Aquatic Design Group. Mr. Smith provided an overview of the project and then discussed the project in more detail. Mr. Cannon reported on the athletic flexibility the pool design will provide. Mr. Cannon provided the technical reasons for the design which included coach input. He provided examples of nearby pool facilities and reported that this new facility will be the best pool in the area. Mr. Martinez provided detailed designs for the project. He reported that the design committee had considerable discussion regarding the deck space. Access to the restrooms was also discussed.

The following audience members addressed the Board:
David Haxton, regarding the project design.

The Governing Board thanked the architects for the project update and for their work on this project.

- g. **Presentation on PCR Modernization Project, R89-19-20.** Mr. Evans reported that we are coming to the close on the schematic design phase on the PCR modernization project and are moving into design development. Program Manager Harold Pierre was present along with architects Rick Musso and Lance Hunter to provide an update on the project. Mr. Musso briefly reviewed the Existing Program Overlay and the Proposed Program Overlay. The design intent of the project is to reduce the portable buildings on the campus, modernize the existing classrooms, increase playground area, update infrastructure systems, create a designated drop-off area, and upgrade safety and accessibility on the campus. Mr. Hunter discussed the site concept and reviewed the site plans. The Governing Board engaged in project design discussions providing direction to the architects to assist with design development for the project.
- h. ***Approval of 2020 and 2021 Governing Board Meeting Calendar, R78-19-20.** It was moved and seconded (Multari/Jeffries) to approve the 2020 and 2021 Governing Board Meeting Calendars. Ms. Sinnette reported that the meeting calendars have been revised and the dates presented pose minimal conflict with the City Council meeting schedule. The motion to approve the 2020 and 2021 Governing Board Meeting Calendars was approved unanimously.
- i. ***Request for Proposal (RFP) for Food Service Management Company, R94-19-20.** Mr. Evans reported that regulations require the district to prepare a Request for Proposal every five years to receive bids from food service management companies to

provide services for the cafeteria. The current vendor, Chartwells, has provided food management services since July 1, 2015. This is the end of the five-year cycle, and the bidding process needs to be re-opened for any interested firms. It was moved and seconded (Jeffries/Multari) to authorize staff to move forward with the RFP process. The motion to authorize staff to move forward with the RFP process was approved unanimously.

- j. **Presentation of Draft Diversity, Equity and Inclusion (DEI) commitment Statement and Term Definitions, R95-19-20. Listen to report.** Ms. Sinnette reported that in working with its Diversity, Equity, and Inclusion (DEI) Consultant, the District has begun assessing and developing diversity, equity, and inclusion programs and initiatives throughout the district. The District's goal in this work is to support students, staff, and families, ensuring the maintenance and furtherance of a thriving climate of care within the La Cañada Unified School District. As an initial component of the district's work in DEI, the District has engaged with administration, staff and parents to create a draft LCUSD DEI Commitment Statement and LCUSD definitions for the terms diversity, equity, and inclusion. Ms. Sinnette presented a draft of the commitment statement and definitions for equity, diversity, and inclusion. Ms. Sinnette reported that the commitment statement and definitions being presented have been vetted with staff at every site and with high school students. Ms. Sinnette presented the commitment statement and asked for Governing Board input. The Governing Board engaged in a robust discussion wordsmithing the draft statement and definitions and agreed to continue the discussion with Christina Hale-Elliott at the Governing Board workshop scheduled for January 24, 2020.

2. **Consent Agenda**

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

- a. **Personnel Report, P12-19-20.** The Governing Board approved the Personnel Report as follows: *Certificated:* Leave of Absence: Eli Aghassi, Jennifer Crocker. *Classified:* New Hires: Gretchen Bergstrom, Angelica Dacayo, Arseineh Deravenesian, Katryna Hwee, Edgardo Pelayo, Gilberto Perez, Chris Ramalingam, Ricardo Robles, Yazmina Valenzuela. Modification: Domicio Aguilar, Benita Castro, Tae Kim. Resignation: Heather Applegate, Frinna Delacruz, Arseineh Deravenesian, Chris Ramalingam, Amanda Wirtz.
- b. **SELPA Community Advisory Committee Representatives, R85-19-20.** The Governing Board approved Liza Medina, Heather Lhotka, and Dinance O'Brien as parents from LCUSD, for the appointment to the Community Advisory Committee for 2020-2022.
- c. **Assistance League Summer School 2020 Contract, R79-19-20.** The Governing Board approved the Assistance League Summer School 2020 Contract.
- d. **Contract for Use of School Property for 2020 LCFEF Summer School, R92-19-20.** The Governing Board approved the contract for Use of School Property for 2020 LCFEF Summer School.
- e. **Agreement for CEQA Consulting Services, R96-19-20.** The Governing Board approved the Agreement with UltraSystems Environmental for CEQA Consulting Services.
- f. **Agreement for Hazardous Materials Testing services, R97-19-20.** The Governing Board approved the agreement with Executive Environmental for Hazardous Materials Testing services.
- g. **Agreement for Geotechnical Engineering Services for Palm Crest Modernization Projects, R98-19-20.** The Governing Board approved the agreement for Geotechnical Engineering Services for Palm Crest Modernization Projects.
- h. **Report of Developer Fees Revenue and Expenses, R87-19-20.** The Governing Board received and filed the report on Developer Fee Revenue and Expenditures.

- i. **Quarterly Report on Williams Uniform Complaints, R77-19-20.** The Governing Board approved the Quarterly Report on Williams Uniform Complaints.
- j. **Notice of Completion, R90-19-20.** The Governing Board approved the Notice of Completion for Chalmers Construction Services Inc. Bid No. 18/19-7 La Cañada High School Bldg. 600/Cafeteria Improvements and Bid No. 18/19-8 La Cañada High School band Room & Drainage Improvements both with the completion date of November 30, 2019.
- k. **Gifts to District, R76-19-20.** The Governing Board approved the Gifts to District as presented.
- l. **Purchase Order List 10-19-20.** The Governing Board approved Purchase Order List 10-19-20.

COMMUNICATIONS

Mr. Kuszyk announced that a Realtors Roundtable has been scheduled for February 5, 2020.

Mrs. Puglia reported that she attended the E-Waste Drop Off at La Cañada High School.

A Special Closed Session meeting was scheduled for March 4, 2020 at 7:00 p.m. to review Probationary Protocols.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 11:35 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, February 11, 2020, 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

Dan Jeffries, Clerk

Date