

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

October 27, 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 October 27, 2020, via a Zoom Videoconference. Present were Governing Board Members Joe Radabaugh, Dan Jeffries, Kaitzer Puglia, Brent Kuszyk and Andrew Blumenfeld.

**CLOSED SESSION**

The Governing Board adjourned to Closed Session at 5:00 p.m. via a Zoom Videoconference. 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  
                                      Mr. Dan Jeffries, Vice President  
                                      Mrs. Kaitzer Puglia, Clerk  
                                      Mr. Andrew Blumenfeld, Member  
                                      Mr. Brent Kuszyk, Member

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

None.

**REPORT OUT OF CLOSED SESSION**

Mr. Radabaugh stated there was nothing to report out of Closed Session.

**REGULAR MEETING**

The Regular Meeting of the Governing Board was reconvened at 7:03 p.m. via a Zoom Videoconference. Present were five Governing Board Members, Ms. Sinnette, Mrs. Wenn, Mr. Evans, Ms. Lewsadder and Executive Assistant to the Superintendent Kim Bergner. Mr. Radabaugh asked Brent Kuszyk to lead the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES**

It was moved and seconded (Blumenfeld/Jeffries) to approve the minutes of June 16 2020; June 17, 2020; June 30, 2020; July 8, 2020; July 14, 2020 and July 21, 2020. The motion to approve the minutes of June 16 2020; June 17, 2020; June 30, 2020; July 8, 2020; July 14, 2020 and July 21, 2020 was adopted unanimously.

**REPORTS**

**1. Superintendent's Report**

Ms. Sinnette commended and congratulated the LCHS National Merit Semi-Finalist students. Certificates of Achievement were delivered to the students to celebrate their accomplishment. A brief video of the students receiving the certificates at their home was shown.

Additionally, Ms. Sinnette thanked Grady Conwell for his contribution of face shields that he created and donated to the district. Ms. Hurley was present to provide background on Grady's

face shields and thanked him for his innovation in creating these wonderful face shields and donating them to the district.

Lastly, Ms. Sinnette congratulated LCHS student Ellie Cucullu on her prize-winning film submission into the 21<sup>st</sup> Annual Holocaust Art and Writing Contest sponsored by Chapman University and The 1939 Society. Ms. Sinnette thanked 7/8 teacher Leslie Baldwin for the opportunity she provides to her students when studying the Holocaust.

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

Mr. Radabaugh recognized Superintendent Sinnette and her staff for their work in submitting the elementary waiver applications to the County.

Mr. Radabaugh discussed the upcoming Governing Board election on November 3<sup>rd</sup> and stated that the Governing Board will welcome the new candidates and will do their best to bring the new members up to speed. He thanked all candidates for their commitment and desire to be a member of the Governing Board.

## 3. **Associate Superintendent of Business & Administrative Services' Report**

Mr. Evans reported that there is a Citizen's Oversight Committee meeting on Thursday, October 29 at 7:30 am. The meeting packet is posted on the district's website.

In preparation for the Palm Crest Modernization project, Mr. Evans reported that staff is in the process of cleaning out the old District Office.

## 4. **Student Representative**

Student Representative Ben Lee reported on recent and upcoming events. He reported on the LCHS Armenian club. Mr. Lee announced that Senator Portantino is scheduled to meet with LCHS students to discuss how the pandemic has effected them and their mental health.

## **REVIEW OF AGENDA**

None.

## **OPPORTUNITY TO ADDRESS BOARD**

The following audience members addressed the Board:

David Haxton, Community Member, regarding the LCHS fencing.

## **PROPOSED ACTION ITEMS**

### 1. **First Reading**

- a. **\*LCUSD Learning Continuity Plan 2020-2021, R53-20-21.** Ms. Hurley was present to report on the minor modifications to the Learning Continuity Plan as requested by the Los Angeles County Office of Education. This item was presented for information only.
- b. **Recommendation to Reopen LCUSD Fields and LCHS Stadium for Joint Use, to the LCHS Stadium Licensee, and for Individual Community Use Following the Reopening Protocol for Youth Sports Leagues, R54-20-21.** Ms. Sinnette reported that LCUSD elementary school fields have been closed due to State and Public Health orders. LCHS 7-12 fields and stadium have reopened since October 12, 2020 to LCHS 9-12 Athletes to engage in skill-building and drills. In keeping with its plan to ensure health and safety with a phased and incremental reopening approach, it is recommended to reopen the LCHS stadium to its licensee, the LCUSD fields to Joint Use users, and the LCUSD fields and stadium to individual community users on

November 2, 2021. All users will be required to follow the Reopening Protocols for Youth Sports leagues and all established Joint Use requirements and guidelines will continue to apply. The Governing Board engaged in discussion regarding reopening the LCUSD stadium and fields.

The following members of the public commented on this agenda item:

Todd Reynolds, LCUSD parent and Sports Coalition Commissioner.

After a brief discussion, the Governing Board provided direction to reopen the LCUSD Fields and LCHS stadium for Joint Use, to the LCHS Stadium Licensee, and for individual community use following the reopening protocol for Youth Sports Leagues.

- c. **\*Presentation and Approval of Superintendent' 2020-2021 Goals, R55-20-21.** Ms. Sinnette reported on her 2020-2021 Superintendent Goals. She presented her four goals and discussed actions and services to ensure outcomes. The four goals related to the Measure LC Bond, Distance Learning and Instruction, Reopening Planning and Execution, and Expanding LCUSD's Wellness Initiative with a DEI Focus on Establishing and Promoting culturally relevant and responsive Educational Programs and School Culture. The Governing Board discussed the goals and the importance of transparency of her goals and the actions and services. Ms. Sinnette was asked to briefly discuss her DEI plan. She discussed her plan to create a DEI Committee to work with her to create next steps. Ms. Sinnette discussed the need to work with a consultant to provide expertise in DEI.

The following members of the public commented on this agenda item:

Belinda Randolph, Community Member

Anonymous, Community Member

Anonymous, Community Member

It was moved and seconded (Puglia/Kuszyk) to approve the Superintendent's 2020-2021 goals as presented. The motion to approve the goals was approved unanimously.

- d. **Presentation on Construction Delivery Methods, R51-20-21.** Mr. Evans and Program Manager Harold Pierre provided a presentation on construction delivery methods. They began the discussion by clarifying the methods available. They discussed and provided details on the Design-Bid-Build method, the CM/MultiPrime method, Lease-Leaseback method, and the Design-Build method including pros and cons of each method. Mr. Pierre reported that the district has been using the traditional Design-Bid-Build method. In preparation for the bid process for the upcoming projects, Mr. Pierre and Mr. Evans asked the Governing Board to review the traditional and alternative delivery methods to decide what methods to use for the Palm Crest Modernization Project and the New Outdoor Pool Facility & South Campus Improvement at LCHS. It was recommended that the district use either the Lease-Leaseback or the Design-Bid-Build method.

The following public comments were received on this agenda item:

Tyler Roberts, LCUSD parent

The Governing Board asked clarifying questions regarding the various methods.

- e. **First Read of Resolution No. 7-20-21 Adopting Prequalification Process for Contractors Pursuant to Public Contract Code Section 20111.6.** This is a First Read item. The District desires to prequalify potential contractors for Measure LCF projects with a construction estimated value exceeding \$1,000,000. Staff has developed a process and procedure to prequalify contractors. The rating system has been developed based on the Department of Industrial Relations model for

prequalifying contractor. Resolution 7-20-21 is a request to adopt the rating procedures to evaluate potential prime contractors and MEP subcontractors and to establish a pool of prequalified contractors to deliver and construct future projects that exceed \$1,000,000. Mr. Evans and Program Manager Harold Pierre provided background on the prequalification process and requirements. This resolution will come back for adoption at the next regularly scheduled meeting.

- f. **\*Agreement for Architectural & Engineering Services – Gonzalez Goodale Architects, R52-20-21.** Mr. Evans reported that after reviewing the district’s list of architects it is requested that the Governing Board approve entering into a contract with Gonzalez Goodale for the Paradise Canyon Modernization Project. The district has established a good relationship with Gonzalez Goodale while working with them on the LCHS Pool & South Campus Improvement Project. Additionally, they have worked with the City of La Cañada on their City Hall project. Staff has negotiated the terms of the agreement and has determined them to be fair and reasonable for the services enumerated in the agreement. It was moved and seconded (Jeffries/Blumenfeld) to approve the agreement for architectural & engineering services with Gonzalez Goodale Architects. The motion to approve the agreement for architectural and engineering services with Gonzalez Goodale Architects was approved unanimously.
- g. **Assessment and Review of Board Meeting Format, R50-20-21.** Ms. Sinnette reported that in March with the stay at home orders from the Governor, the LCUSD Governing Board meeting format changed. Board meetings are now broadcast to YouTube and public comments are submitted through a Google Docs form. The YouTube access has increased public access and increased public comments. Ms. Lewsadder reported on the sub-committee discussion regarding Governing Board Optimization. Seven possible solutions were discussed. Of the 7 solutions listed, 3 of the solutions are being recommended: 1. The time limit should be followed (now set up with a word count, but use of a timer may be a better option). 2. Anonymous comments will not be read live at the meeting, but provided to the board in written form for review (given this could violate the single comment per person rule) and 3) Questions/comments will be read for the item and then at the end, board/staff will respond as necessary. Solution options were discussed. It was clarified that these solutions are while the meetings are virtual. After a healthy discussion, the Governing Board opened this agenda item for public comment.

The following members of the public addressed the Board:

Sugi Sorenson, LCUSD Parent, and  
Belinda Randolph, Community Member.

After listening to public comment, the Governing Board agreed to immediately implement the first two recommendations (item 1 & 3 of the presentation) with the third recommendation (item# 7) as a goal. It was moved and seconded (Blumenfeld/Jeffries) to implement recommendations 1 and 3 of the presentation beginning at the next Governing Board meeting. The motion was approved unanimously. Additional work will continue to streamline Governing Board meetings.

- h. **\*Approval of Contract Addendum for the Continued Employment of the Superintendent, R56-20-21.** The Governing Board annually evaluated the Superintendent. As an outcome of the Superintendent’s 2019-2020 evaluation, the Governing Board’s interest is to approve an addendum to the Superintendent’s contract. Mr. Radabaugh discussed the contract addendum stating that the Third Addendum adds to the Superintendent’s existing vacation benefits a one-time credit of five vacation days. The Third Addendum is effective October 27, 2020 and shall remain in full force and effect, up to and including July 31, 2023. The Governing Board thanked Ms. Sinnette for her continued leadership. It was moved and seconded (Puglia/Blumenfeld) to approve the contract addendum for the continued employment

of the Superintendent. The motion to approve the contract addendum for the continued employment of the Superintendent was approved unanimously.

It was moved and seconded (Jeffries/Puglia) to extend the meeting to midnight. The motion to extend the meeting to midnight was approved unanimously.

**2. Consent Agenda**

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

- a. **Personnel Report, P6-20-21.** The Governing Board approved the Personnel Report as follows: *Certificated*: New Hires: Jennifer Fraker, Yuliya Grinberg, Robin Hu, Richard Mast, James Tanefski, Paschell Wilson. *Classified*: New Hires: Cherry Chin, Alexis Leidelmeijer, Moreen Meng. Modification: Dina Loftus, Myrna Raquel Rivera. Leave of Absence: Erica Rios. Resignation: Brittany Gonzalez, Valerie Torres. Retirement: Sue Price. Extra Duty Stipend: Sarah Crookston-Henriod.
- b. **Quarterly Report on Williams Uniform Complaints, R4-20-21.** The Governing Board approved the Quarterly Report on Williams Uniform Complaints.
- c. **Disposal of Surplus/Obsolete Materials, R57-20-21.** The Governing Board approved the disposal of surplus/obsolete materials as requested.
- d. **Purchase Order List 5-20-21.** The Governing Board approved Purchase Order List 5-20-21.

**COMMUNICATIONS**

Mr. Evans reported that the Boardroom will be used for a voting center starting October 30 through November 3, 2020.

Ms. Sinnette stated that she will email the Governing Board to schedule virtual classroom visits.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 10:40 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, November 17, 2020, at 7:00 p.m. via Zoom.

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Wendy K. Sinnette, Superintendent  
Secretary to the Governing Board

**MINUTES APPROVED**

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Joe Radabaugh, Clerk

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Date