

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

December 15, 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 February 9, 2021, via Zoom. 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 Zoom. 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 7:00 p.m. via Zoom. Present were the 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 requested that a minor correction be made to the August 11, 2020 minutes to reflect Colin Morikawa as an alumnus not alumni. It was moved and seconded (Jeffries/Puglia) to approve the minutes of August 11, 2020 as amended. The motion to approve the minutes of August 11, 2020 as amended was adopted unanimously.

REPORTS

1. Superintendent's Report

Ms. Sinnette reported that the district has pursued every effort to improve the opportunities to reopen. Currently, school sites and the District Office are open as a work place and are following all safety protocols. Students are on campus for athletic conditioning, assessments and testing, and special day classes Preschool-12. K-3 is open for resource support. Pods have opened at 7-12 for those students in need of additional support. The district has exhausted all possibilities for further reopening. The district continues to look outside of the box for bringing students back on campus.

The DEI Special Committee met for its first meeting last night. The PowerPoint presentation from the meeting is posted on the district's website. There was good feedback among the committee members. Subcommittees will be identified later this week. The subcommittees will meet throughout January and will meet again as a full group in February.

Ms. Sinnette thanked Mr. Radabaugh for his service as Governing Board President for 2020. She stated that there has been no year more challenging in her 35 years in education as this year. Mr. Radabaugh steered the district through tumultuous waters through the 9 months of COVID closures and challenges. Mr. Radabaugh has been outstanding and has been the district's champion. Ms. Sinnette thanked Mr. Radabaugh for his leadership throughout these challenges. Members of the Governing Board individually thanked Mr. Radabaugh for his year as Governing Board President.

2. President's Report

Mr. Radabaugh thanked everyone for their comments. He stated that this was the last Governing Board meeting for Brent Kuszyk and Andrew Blumenfeld and thanked both of them for their service on the Board. Members of the Governing Board also thanked Mr. Kuszyk and Mr. Blumenfeld for their outstanding service on the Board.

3. Associate Superintendent of Business & Administrative Services' Report

Mr. Evans deferred his report.

4. Student Representative

Student Representative Ben Lee reported on the elementary TK-2 reopening. He stated that several TK-2 parents were complimentary about the drop off and pick up procedures. Parents are pleased with in class learning. Elementary schools continue to provide specials for students. Final exams start tomorrow at LCHS. Mr. Lee thanked his teachers and administrators at LCHS. Mr. Lee thanked outgoing Governing Board members Brent Kuszyk and Andrew Blumenfeld for their service.

REVIEW OF AGENDA

It was requested that Communications be placed before the Oath of Office.

It was requested that the Gifts to District report be moved from the Consent Agenda to 12g*.

It was requested that the Proposal for Tremco Roof Warrant Extensions, R72-20-21 be moved from the Consent Agenda to 12i*.

OPPORTUNITY TO ADDRESS THE BOARD ON NON-AGENDIZED ITEMS

The following audience members addressed the Board:

Mark Kassabian, LCUSD Parent, regarding reopening

Dr. Andre & Mrs. Jill Panossian, LCUSD Parents, regarding reopening, and

Ellen Multari, Community Member, thank you to Mr. Kuszyk and Mr. Blumenfeld.

Public Hearing

Public Hearing on the Draft Initial Study/Mitigated Negative Declaration for the New Outdoor Pool & South Campus Improvement Project at La Cañada High School

The public hearing was opened at 7:46 p.m. Program Manager Harold Pierre was present for the public hearing along with members of First Carbon Solutions. The CEQA was made available for public review at the district office and was posted on the district's website. The Notice of Intent was mailed to residents within 500 feet of the project site. One comment letter was received from Cal Trans. The district responded to that letter. Mr.

Pierre opened the hearing for public comment. Traffic and parking were discussed. There being no public comments, the hearing was closed at 8:02 p.m.

PROPOSED ACTION ITEMS

1. First Reading

- a. **Resolution No. 10-20-21 Approving the Final Initial Study/Mitigation Negative Declaration and Mitigation Monitoring and Reporting Program for the New Outdoor Pool & South Campus Improvement Project at La Canada High School.** Mr. Evans reported that a requirement of the District's review of environmental impact of this development under regulations established by the California Environmental Quality Act ("CEQA") is an environmental review. This review has been completed. The Initial Study/Mitigation Negative Declaration concludes that after implementation of mitigation measures, no significant unavoidable environmental effects would occur as a result of the proposed project. Mr. Evans requested adoption of Resolution 10-20-21 approving the Final Initial Study/Mitigation Negative Declaration and Mitigation Monitoring and Reporting Program for the New Outdoor Pool & South Campus Improvement Project at La Cañada High School; adopting written findings pursuant to the California Environmental Quality Act; approved the project; and delegating authority to staff to execute the Notice of Determination. It was moved and seconded (Jeffries/Puglia) to adopt Resolution 10-20-21. The motion to adopt Resolution 10-20-21 was adopted unanimously.
- b. ***Acceptance of 2019-20 Financial Audit Report, R66-20-21.** Auditor Brian Ruff was in attendance to present the 2019-20 Financial Audit Report. Mr. Ruff praised district staff for their great work. The district has received a clean report with no adjustments or qualifications. Mr. Evans thanked Business staff for their hard work and commitment. It was moved and seconded (Jeffries/Blumenfeld) to accept the Financial Audit Report. The motion to accept the 2019-20 Financial Audit Report was approved unanimously.
- c. ***LCUSD Budget Overview for Parents, R73-20-21.** Director of Programs & Services Karen Hurley was present to report on the LCUSD Budget Overview for Parents. Ms. Hurley reported on the LCAP requirements. Due to COVID the LCAP was suspended but a Learning Continuity Plan was required. In connection with the Learning Continuity Plan (LCP) a Budget Overview for Parents was required to show the funds that were used for increased or improved services for low-income students, English learners and foster youth. Ms. Hurley reported on projected revenues and budgeted expenditures as identified in the LCP. She presented a chart that compared what LCUSD budgeted in the 2019-20 LCAP for actions and services for high needs students with what LCUSD actually spent on actions and services that contributed to increasing or improving services for high need students in the 2019-20 school year. In 2019-2020, the district's LCAP budgeted \$611,400 for planned actions to increase or improve services for high needs students. Due to COVID restrictions, the district actually spent \$548,300 for actions and services for high needs students. It was moved and seconded (Jeffries/Kuszyk) to approve the LCUSD Budget Overview for Parents. The motion to approve the LCUSD Budget Overview for Parents was approved unanimously.
- d. ***Adoption of 2021 and 2022 Governing Board Meeting Calendars, R68-20-21.** Ms. Sinnette presented the proposed Governing Board meeting calendars for 2021 and 2022. It was moved and seconded (Puglia/Jeffries) to adopt the 2021 and 2022 Governing Board meeting calendars. The meeting calendar for 2021 has not changed from last year's adoption. The motion to approve the 2021 and 2022 calendars was approved unanimously.

- e. **Cabinet Contract Amendments, R70-20-21.** Ms. Sinnette reported that the existing contracts for Associates Superintendents Anais Wenn and Mark Evans expire June 30, 2021. She requested that the contracts be extended to June 30, 2024. It was moved and seconded (Blumenfeld/Puglia) to approve the cabinet contract amendments for Mark Evans and Anais Wenn extending their contracts to June 30, 2024. The motion to approve the cabinet contract amendments for Mark Evans and Anais Wenn extending their contacts to June 30, 2024 was approved unanimously.
 - f. **Adoption of Resolution 9-20-21: Education Protection Account; 2020-21 Funds.** Mr. Evans reported that the Education Protection Account are funds received from taxes that are collected from high end earners to support education and put into a state account. Districts receive funds from the account based on their proportionate share of the statewide Local Control Funding Formula revenue. Each year it is required that districts report on how those funds are spent. Last year, approximately \$1 Million was collected. Mr. Evans requested adoption of the resolution. It was moved and seconded (Kuszyk/Blumenfeld) to adopt Resolution 9-20-21 Education Protection Account: 2020-21 Funds. The motion to adopt Resolution 9-20-21: Education Protection Account; 2020-21 Funds was approved unanimously.
 - g. **Report of Developer Fees Revenue and Expenses, R65-20-21.** Mr. Evans provided a report on Developer Fees revenue and expenditures for 2019-20. He reported that currently developer fees are primarily used for technology infrastructure, construction/reconstruction of facilities to implement programs, and wireless infrastructure upgrades. Mr. Radabaugh thanked the City of La Cañada Flintridge for their partnership in collecting these fees for the district. Mr. Evans' report on Developer Fees Revenue and Expenditures was received and filed.
 - h. **Gifts to District, R67-20-21.** Ms. Sinnette reviewed the Gifts to District report and thanked the donors for their contributions. Mr. Blumenfeld acknowledged the current gifts to district and thanked the community in general for the continuing contributions. It was moved and seconded (Blumenfeld/Jeffries) to approve the Gifts to District. The motion to approve Gifts to District was approved unanimously.
 - i. **Proposal for Tremco Roof Warranty Extensions, R72-20-21.** It was moved and seconded (Jeffries/Kuszyk) to table this agenda item. The motion to table this agenda item was approved unanimously.
2. **Second Reading**
- a. **First Interim Financial Report 2020-2021, R62-20-21.** Mr. Evans presented the second read of the First Interim Financial Report 2020-2021 reporting that there were slight changes in this year and in years out. Mr. Evans presented the budget assumptions: ADA remains at 97.76%, there is no COLA in future years, no future one time dollars in the budget, and no additional state contributions to pension obligations. There were very few changes in revenue from the 45-day budget. Mr. Evans presented the expenditures reporting that the expenditures were right on track. 2022-23 shows a slight reduction in staffing to meet the 3.5% reserve. Mr. Evans provided a General Fund Balance Comparison showing deficit spending through 2022-23. The district's budget will receive a positive certification. However, the County will comment on the deficit spending. The Governor's Budget Proposal will be presented in January. The district will continue tracking revenues and expenditures. Second Interim will be presented to the Governing Board in March. It was moved and seconded (Jeffries/Puglia) to approve the First Interim Financial Report. The motion to approve the First Interim Financial Report was approved unanimously.
 - b. **Revision to Board Policy 6159 – Individual Education Program, R47-20-21.** Ms. Wenn and Dr. Derek Ihori presented revisions to Board Policy 6159 for approval. The board policy revisions reflect changes in law as recommended by CSBA. The Governing Board reviewed Board Policy 6159. It was moved and seconded (Puglia/Kuszyk) to adopt BP 6159. The motion to adopt BP 6159 was approved unanimously.

- c. **Revision to Board Policy 6159.1 – Procedural Safeguards and Complaints for Special Education, R48-20-21.** Ms. Wenn and Dr. Ihori presented Board Policy 6159.1. The board policy revisions reflect changes in law as recommended by CSBA. The Governing Board reviewed Board Policy 6159.1. It was moved and seconded (Blumenfeld/Jeffries) to adopt BP 6159.1. The motion to adopt BP 6159.1 was approved unanimously .
 - d. **Revision to Board Policy 6159.2 – Nonpublic, Nonsectarian School and Agency Services for Special Education, R49-20-21.** Ms. Wenn and Dr. Ihori presented Board Policy 6159.2. The board policy revisions reflect changes in law as recommended by CSBA. The Governing Board reviewed board policy 6159.2. It was moved and seconded (Puglia/Kuszyk) to adopt BP 6159.2. The motion to adopt BP 6159.2 was approved unanimously.
 - e. **Revision to Board Policy 6159.5 – Residential Travel Policy For Parents with Students in Residential Placement, R59-20-21.** Ms. Wenn and Dr. Ihori presented Board Policy 6159.5 for adoption. This is a new policy as recommended by CSBA. The Governing Board reviewed Board Policy 6159.5. It was moved and seconded (Puglia/Blumenfeld) to adopt BP 6159. The motion to adopt BP 6159.5 was approved unanimously.
3. **Consent Agenda**
 It was moved and seconded (Puglia/Kuszyk) to approve the Consent Agenda as presented. The motion to approve the Consent Agenda was adopted unanimously.
- a. **Personnel Report, P8-20-21.** The Governing Board approved the Personnel Report as follows: *Certificated*: New Hires: Ann Braun, Leticia Campbell, Amber Clark, Jillian Jamie, Kimberly Kircher, Emma Kuzmanoff, Natalia Mattan-Hung, Andreu Mendoza, Scott Nishinaka, Alexandria Quinones, Germaine Sims, Joni Soto. Modification/Transfer: Talin Dikranian. Extra Duty Stipend: Katie Budde, Adriana Glazener. *Classified*: New Hires: Karen Ayala, Scott Barker, Kathryn Castreje, Amy Erickson, David Hill, Yaffa Vo. Modification: Karina Gonzalez, America Lamas. Leave of Absence: Amy Erickson, Laura C. Johnson, Anthony Peralta, Renee Phillips, Shecola Turner. Termination: Denet Avila. Extra Duty Stipend: Sarah Crookston-Henriod.
 - b. **Resolution 11-20-21 Authorized Signatures.** The Governing Board adopted resolution 11-20-21 Authorized Signatures.
 - c. **Resolution 12-20-21 Reimbursement of Expenses Incurred by Board Representatives.** The Governing Board adopted Resolution 12-20-21 Reimbursement of Expenses Incurred by Board Representatives.
 - d. **Agreement Between the City of La Cañada Flintridge and La Cañada Unified School District Regarding Collecting Services by City of District’s School Facilities Fees, R69-20-21.** The Governing Board approved the agreement between the City of La Cañada Flintridge and the La Cañada Unified school District regarding the collection of service fees by the City of District’s school developer fees.
 - e. **Amendment No. 001 to Agreement for Materials resting & Inspection Services for Various Projects, R71-20-21.** The Governing Board approved Amendment No. 001 to Agreement with Geo-Advantec for Materials Testing & Inspection Services for various projects.
 - f. **Proposal for Tremco Roof Warranty Extensions, R72-20-21.** This item was moved to First Read and tabled.
 - g. **Gifts to District, R67-20-21.** The Governing Board approved the Gifts to District as presented.
 - h. **Purchase Order List 7-20-21.** The Governing Board approved Purchase Order List 7-20-21.

COMMUNICATIONS

The Governing Board wished everyone a safe and Happy Holiday.

Mr. Blumenfeld expressed his gratitude for the appointment to the Governing Board. He thanked the Governing Board for the opportunity, Ms. Sinnette for her relentless leadership and the whole School Community for their grit and grace during the challenges of COVID.

Ms. Kuszyk thanked the Governing Board for the opportunity to serve on the Board. He individually thanked staff, Cabinet, each Board member and Ms. Sinnette. He welcomed incoming Board members Josh Epstein and Caroline Anderson.

It was moved and seconded (Jeffries/Kuszyk) to continue Communications after the Election of Officers. The motion to continue Communications after the Election of Officers was approved unanimously.

OATH OF OFFICE

Mr. Radabaugh administered the Oath of Office to Josh Epstein and Caroline Anderson. Mrs. Anderson thanked the community for the support and belief in her ability to serve. Mr. Epstein thanked the community. The Governing Board and Cabinet welcomed Ms. Anderson and Mr. Epstein as members of the Governing Board.

SIGNATURE ON CODE OF ETHICS

The Signature on Code of Ethics will be signed digitally.

ELECTION OF OFFICERS

Mr. Radabaugh provided direction on how nominations for the appointment of officers will be received and voted on. Mr. Radabaugh opened nominations for Governing Board President for 2021. Mr. Jeffries nominated Kaitzer Puglia as Governing Board President for 2021. There being no other nominations for Governing Board President, the Governing Board unanimously approved the nomination for Kaitzer Puglia as Governing Board President for 2021.

Mr. Radabaugh opened nominations for Governing Board Vice President for 2021. Ms. Puglia nominated Dan Jeffries as Governing Board Vice President for 2021. There being no other nominations for Governing Board Vice President, the Governing Board unanimously approved the nomination for Dan Jeffries as Governing Board Vice President for 2021.

Mr. Radabaugh opened nominations for Governing Board Clerk for 2021. Mr. Jeffries nominated Joe Radabaugh as Governing Board Clerk for 2021. There being no other nominations for Governing Board Clerk, the Governing Board unanimously approved the nomination for Joe Radabaugh as Governing Board Clerk for 2021.

COMMUNICATIONS (continued)

Ms. Puglia is looking forward to her role as President of the Governing Board for 2021.

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, January 12, 2021 at 7:00 p.m. via Zoom.

Wendy K. Sinnette, Superintendent
Secretary to the Governing Board

MINUTES APPROVED

Joe Radabaugh, Clerk

Date