

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

February 9, 2021

The Regular Meeting of the Governing Board of La Cañada Unified School District was called to order at 5:00 p.m. by President Kaitzer Puglia on February 9, 2021, via Zoom. Present were Governing Board Members Kaitzer Puglia, Dan Jeffries, Joe Radabaugh, Caroline Anderson and Josh Epstein.

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: Ms. Kaitzer Puglia, President
Mr. Dan Jeffries, Vice President
Mr. Joe Radabaugh, Clerk
Ms. Caroline Anderson, Member
Mr. Josh Epstein, 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. via Zoom. Present were five Governing Board Members, Ms. Sinnette, Mrs. Wenn, Mr. Evans, Mrs. Lewsadder and Executive Assistant to the Superintendent Kim Bergner. Ms. Puglia led the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES

It was moved and seconded (Radabaugh/Jeffries) to approve the minutes of September 8, 2021; September 24, 2020; September 29, 2020; October 20, 2020 and October 27, 2020. The motion to approve the minutes of September 8, 2021; September 24, 2020; September 29, 2020; October 20, 2020 and October 27, 2020 was adopted unanimously.

REPORTS

1. Superintendent's Report

Ms. Sinnette's report focused on three items: COVID-19 metrics, vaccine news and the district's National Merit Semi Finalists. She reported that the current adjusted COVID-19 case rate is 31.7 per 100,000 with a current positive rate of 9.5%. Through the elementary waiver process the district opened grades K-2 with the hybrid model. Next week, the district will open 3rd grade based on the reopening protocols. To expand the reopening, the district must turn its attention to the framework established by the Los Angeles County Department of Public Health. According to the Department of Public Health, case rates must fall below 25 per 100,000. The metrics for reopening grades 7-12 are harder to reach. In order to open grades 7-

12 the case rate must be at 7 per 100,000 for at least 14 days. The district will be strategic in reopening grades 4 – 6 and will continue to plan and prepare for a 7-12 reopening.

Ms. Sinnette reported that the district is fortunate to be partnering with Verdugo Hills Hospital to vaccinate LCUSD staff. A vaccine clinic was scheduled. However, the district was informed today that the planned first 100 vaccines have been postponed. Verdugo Hills Hospital will reschedule at the earliest possible date to provide the vaccine for LCUSD staff. Today's news of the delay was disappointing for staff.

Ms. Sinnette reported that the district was notified today that all 15 of our National Merit Semifinalist have advanced to Finalists. This is a huge accomplishment. Ms. Sinnette congratulated the 15 National Merit Finalists.

2. President's Report

Ms. Puglia provided the history of the district's DEI work that has resulted in the implementation of the DEI Special Committee.

3. Associate Superintendent of Business & Administrative Services' Report

Mr. Evans provided clarification on a question from last meeting regarding engineering costs reporting that those costs were actually contractor costs.

Mr. Evans reported that the district has begun offering COVID testing to all staff with a new testing company. Testing will be available for all staff at their site on a weekly basis. Testing is also available for students.

4. Chief Technology Officer's Report

Mrs. Lewsadder shared that for the past 3 weeks she has been working on the advocacy campaign to make legislature aware of the testing challenges with distance learning. She stated that state testing is not in alignment with the challenges of students taking the tests at home. The district could pull it off but it would be a lot for students to handle from home. Testing usually occurs in April and May. Mrs. Lewsadder will keep the Governing Board updated on the testing progress and challenges.

5. Student Representative

Student Representative Ben Lee reported on the return of 3rd graders next week. He provided an update on events and student activities. Mr. Lee thanked the PTSA for hosting a Senior activity on campus.

REVIEW OF AGENDA

None.

OPPORTUNITY TO ADDRESS THE BOARD ON NON-AGENDIZED ITEMS

The following audience members addressed the Board:

None.

PROPOSED ACTION ITEMS

1. First Reading

- a. **Back to School Survey Results and Findings, R95-20-21.** Mrs. Lewsadder and Director of Programs and Services Karen Hurley presented the Panorama Ed survey results. Mrs. Lewsadder reported that the district has contracted with Panorama Ed to administer annual surveys to gather feedback and assess progress on goals and

priorities for approximately 11 years. Each year, a survey team reviews and refines the survey in hopes of improving the acquisition and usage of the data. Mrs. Lewsadder reported that Panorama Ed has improved the process so that surveys can be given multiple times per year and surveys can be created internally from research-based question banks with the option to adjust the language as needed. Mrs. Lewsadder reported that the district did not survey parents this year. Students in grades 3-12 and all staff were asked to complete the survey. The timing of the survey may have impacted results due to the surge in COVID at the time. Ms. Hurley and Mrs. Lewsadder presented the survey results. Topics for students on the survey were academic needs, student engagement, learning models and student-teacher relationships. Topics for the teacher and staff survey were school public health measures, staff professional needs, staff/school communication, student engagement, learning model and student needs. The response data was presented. Mrs. Lewsadder presented a chart showing 3rd-6th grade survey findings, 7-12 findings, and playbook ideas to support findings addressing the 4 purposes of the survey: academic needs, student engagement, learning models and student-teacher relationships. Mrs. Lewsadder and Ms. Hurley provided some solutions to the findings with additional support to come. They reported on an upcoming Family Learning Night on Tuesday February 16, 2021 and the Challenge Success webinar. Mrs. Lewsadder and Ms. Hurley provided the staff and teacher survey findings and the playbook, resources, and actions based on those findings.

The following public comments were received on this agenda item:

Annoyed Parent

The Governing Board thanked Mrs. Lewsadder and Ms. Hurley for the presentation.

- b. **Approval of Board Policy Revisions, R88-20-21.** Ms. Wenn reviewed and discussed the revisions to Board Policy 0200: Educational Goals. The Governing Board engaged in a brief discussion regarding the board policy and minor modifications were requested. This board policy will come back to the Governing Board at the next regularly scheduled Governing Board meeting for adoption.
- c. **Update on LCHS 9-12 Athletics Reopening Progress for 2020-2021, R96-20-21.** In October 2020, LCHS reopened its outdoor athletic facilities for 9-12 Athletic Skill Building and Conditioning according to the Los Angeles County Department of Public Health Youth Sports Protocols. LCHS Administration has been working with CIF Southern Section and their counterparts in the Rio Hondo League to plan phased reopening of athletics where it is permitted, most significantly competitions in sports which may reopen in the most restrictive tier. Ms. Sinnette introduced LCHS Principal Jim Cartnal and Assistant Principal Jason Ito who were present to report on the LCHS 9-12 athletics reopening progress for 2020-2021. Mr. Cartnal opened the presentation by providing the CIF Education-Based Athletics COVID -19 Modifications. At this point, the high school is working on varsity teams but is hoping to expand its focus to other teams. Mr. Cartnal and Mr. Ito discussed the current status of CIF Southern Section. CIF Southern Section is waiting for LA County Department of Public Health Guidelines. Under the purple tier Cross Country is allowed with Covid-19 modifications. CIF has cancelled Section playoffs and championships for Fall sports and has moved Boys Volleyball to spring. The spring calendar currently remains unchanged and includes golf, swimming and diving, tennis, and track and field. Mr. Ito provided the current cohort numbers. There are currently 317 athletes, 36 cohorts, 17 teams, and 51 coaches. The Governing Board encouraged bringing back younger student sports as well.

The following public comments were received on this agenda item:

Jill Cucullu, LCUSD Parent

The Governing Board thanked Mr. Cartnal and Mr. Ito for their presentation.

- d. **School Site Safety Plans, R89-20-21.** Mr. Evans introduced Director of Programs & Services Karen Hurley who was present to report on the School Site Safety Plans for 2021-2022. The principals were in attendance to answer any questions of the Governing Board. Ms. Hurley reported on the Safety Plan process prior to approval by each site. Safety procedures in place with the hybrid schedule and 7-12 pods were discussed.

The following public comment were received on this agenda item:

Trent Sanders, Community Member; and

Kelly Davis, LCUSD Parent.

The Governing Board thanked the principals for attending the meeting. It was moved and seconded (Epstein/Radabaugh) to approve the School Site Safety Plans. The motion to approve the School Site Safety Plans was approved unanimously.

- e. **Accept Bid for Bid No. LCF 20/21-03; Hazardous Materials Abatement & Building Demolition at Palm Crest Elementary School (“Project”), R97-20-21.** Mr. Evans and Program Manager Harold Pierre reported on the Palm Crest Elementary Modernization Project and requested that the Governing Board accept the bid from Interior Demolition Inc. in the amount of \$322,500 for Hazardous Materials Abatement & Building Demolition at Palm Crest Elementary. It was moved and seconded (Anderson/Jeffries) to accept the bid from Interior Demolition Inc. for Hazardous Materials Abatement & Biding Demolition at Palm Crest Elementary. The motion to accept the bid from Interior Demolition Inc. for Bid No. LCF 20/21-03; Hazardous Materials Abatement & Building Demolition at Palm Crest Elementary School was approved unanimously.
- f. **Accept Bid for Bid No. LCF 20/21-06, Palm Crest Elementary School – ADA Barrier Removal & Site Utility (“Project”), R98-20-21.** Mr. Evans and Program Manager Harold Pierre reported on the Palm Crest Elementary Modernization Project and the bids received for ADA barrier removal and Site Utilities. Mr. Evans reported that after bid review the lowest bidder was deemed a not responsible bidder. Mr. Evans requested that the Governing Board reject the lowest bidder as not responsible and to accept the lowest bid from Abny General Engineering. It was moved and seconded (Jeffries/Anderson) to reject the bid from RenewAge Energy Solutions and declare them as not responsible and to accept the bid from Abny Engineering for Bid. No. LCF 20/21-06, Palm Crest Elementary School – ADA Barrier Removal & Site Utility. The motion to reject the bid from RenewAge Energy Solutions and declare them as not responsible and to accept the bid from Abny Engineering for Bid. No. LCF 20/21-06, Palm Crest Elementary School – ADA Barrier Removal & Site Utility was approved unanimously.
- g. **Agreement for Professional Services for Environmental Consulting, R99-20-21.** Mr. Evans and Mr. Pierre reported that the district is preparing to start construction on some of the projects for the modernization of Palm Crest Elementary School. It is best practice for the District to test for the presence of asbestos and lead in older buildings during renovation projects so that materials are not accidentally disturbed and accidentally exposes building occupants and construction workers to such materials. This agreement is to engage the services of an environmental consultant to monitor the abatement work to ensure the works is conducted in accordance with hazardous materials removal regulations. It was moved and seconded (Epstein/Jeffries) to approve the Agreement with Alta Environmental for environmental consulting. The motion to approve the Agreement with Alta Environmental for environmental consulting was approved unanimously.
- h. **Agreement with Colbi Technologies for Prequalification Software System and Modify Prequalification Rating system under Resolution 7-20-21, R100-20-21.** Mr. Evans and Mr. Pierre reported on the prequalification software system and modifications to the rating system under Resolution 7-20-21. Use of the Colbi Technologies software will allow for a paperless system for collecting and rating the

information needed to prequalify contractors for designated Measure LC projects. It was moved and seconded (Anderson/Epstein) to approve the agreement with Colbi Technologies for Prequalification Software System and Modify Prequalification rating system under Resolution 7-20-21. The motion to approve the agreement with Colbi Technologies for Prequalification Software System and Modify Prequalification rating system under Resolution 7-20-21 was approved unanimously.

i. Approval of Second Interim Financial Report 2020-21 – First Reading, R90-20-21.

Mr. Evans presented the Second Interim Financial Report for 2020-21. He provided a budget update reviewing the factors from the January Governor's Budget Proposal and discussing the changes from first interim to second interim. He discussed the COLA volatility reporting that the Governor is proposing a 2.71% COLA in 2021-22 after a year of 0% COLA. Mr. Evans discussed the surplus and shortfalls in the California Budget. He discussed the impacts to 2021-22 ADA. A big part of the 2020-21 budget were the deferrals. The 2020-21 enacted budget included almost \$14 billion in K-12 LCFF deferrals. The Governor's Budget proposed paying down a portion of the deferrals – effectively eliminating the on-going deferrals scheduled for February through May 2022. Of the money the district was supposed to get, about \$5.5 million is being deferred. Mr. Evans discussed the multiyear projections, which are required by AB 1200 and AB 2755. Projections are anchored in reliable information as of the date of the project – they are not forecasts. Projections will change any time the underling factors change. Mr. Evans reported on LCUSD's Budget Assumptions stating that enrollment funding remains steady in multi-years. ADA remains at 97.76%. COLA is calculated in future years. There are no future one-time dollars in the budget and no additional state contributions to pension obligations. Mr. Evans compared first interim and second interim revenue and expenditures. The General Fund Change Balance shows an increase of \$810,295. Mr. Evans presented the multi-year projections through 2023-24. He answered clarifying questions of the Governing Board. This item will come back at the next meeting for adoption.

2. Consent Agenda

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

- a. Personnel Report, P10-20-21.** The Governing Board approved the Personnel Report as follows: *Certificated*: New Hires: Christopher Hogen-Esch. Retirement: Karen Stattler. *Classified*: New Hires: Timothy Cortez, Johanna Hernandez, Jozlyn Hobdy, Michael Homans, Genevieve Jang. Resignation: Nicolina Hallo, Jane Kim, Brittni Peters. Extra Duty Stipend: Sarah Crookston-Henriod.
- b. Approval Needed for Use of Piggyback Contract for Technology Purchases, R105-20-21.** The Governing Board approved the use of the piggyback contract negotiated by Irvine Unified with CDW-G for technology purchases.
- c. Assistant League Summer School 2021 Contract, R101-20-21.** The Governing Board approved the 2021 Summer School Agreement between Assistance League of Flintridge and LCUSD.
- d. Change Order No. 01 to Bid No. LCF 10/20-06 Palm Crest Elementary School Site Utilities Improvement, R102-20-21.** The Governing Board approved Change Order No. 01 to Bid No. LCF 10/20-06 Palm Crest Elementary School Site Utilities Improvement.
- e. Notice of Completion, R104-20-21.** The Governing Board approved the Notice of Completion as presented.
- f. Purchase Order List 9-20-21.** The Governing Board approved Purchase Order List 9-20-21.

COMMUNICATIONS

Ms. Anderson thanked teachers for the opportunity to attend virtual classroom visits.

Mr. Epstein recognized the hard work of Cabinet.

Mr. Radabaugh thanked principals and teachers for welcoming the Governing Board to classroom visits.

Mrs. Lewsadder announced that parent LCAP surveys will be sent out shortly.

Ms. Sinnette asked the Governing Board to calendar Closed Session meetings on March 3, 2021 4:30- 6:00 p.m. and March 8, 2021 4:00 – 6:00 p.m.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 9:34 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, March 9, 2021 at 7:00 p.m. via Zoom.

Wendy K. Sinnette, Superintendent
Secretary to the Governing Board

MINUTES APPROVED

Joe Radabaugh, Clerk

Date