

**LA CAÑADA UNIFIED SCHOOL DISTRICT  
MINUTES OF THE GOVERNING BOARD RETREAT**

February 2, 2018

**GOVERNING BOARD RETREAT**

The Governing Board retreat was called to order at 8:15 a.m. by President Kaitzer Puglia on February 2, 2018, at 4490 Cornishon Avenue in the Technology Professional Development Room in La Cañada, California. Present were Governing Board Members, Kaitzer Puglia, Brent Kuszyk, Ellen Multari, Dan Jeffries and Joe Radabaugh, Superintendent Wendy Sinnette, Assistant Superintendents Anais Wenn and Mark Evans, and Director of Technology Jamie Lewsadder.

The retreat began with a presentation by the Alliance of Schools for Cooperative Insurance Programs' Chief Claims Officer Stephen Birgel and Sr. Director of Risk Services Reshan Cooray on risk management, including issues, patterns and best practices.

TELACU Construction Management provided a presentation to the Governing Board on project management services.

**CLOSED SESSION**

The Governing Board adjourned to Closed Session at 11:00 a.m.

**REPORT OUT OF CLOSED SESSION**

Governing Board President Kaitzer Puglia stated there was nothing to report out of Closed Session.

**GOVERNING BOARD RETREAT**

The Governing Board Retreat reconvened at 1:00 p.m.

Carlos Villegas of Fagen, Fulfrost & Friedman was present to provide a presentation to the Governing Board on Effective and Collaborative Governance and the Brown Act. He discussed the role of the Governing Board, Superintendent, and District Administrative Staff; board meeting guidelines; Board contacts with schools, staff and the public; Board Member collaboration and professionalism; and consequences for Board Member conduct. After extensive dialogue with the Governing Board Mr. Villegas presented information to the Governing Board on the Brown Act, including Closed Session procedures, Brown Act violations, voting and meeting recordings. After asking clarifying questions the Governing Board thanked Mr. Villegas for his presentation.

Linik Corp provided a presentation to the Governing Board on project management services.

The Governing Board concluded the retreat with a discussion regarding Governing Board priorities and guiding documents.

**ADJOURNMENT**

The Governing Board retreat was adjourned at 5:00 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, February 13, 2018, at 7:00 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada, California.

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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