

**LA CAÑADA UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE GOVERNING BOARD**  
**January 18, 2005 in LA CANADA HIGH SCHOOL IRC**  
**La Cañada, California**

**PLEASE NOTE**  
**LOCATION:**

**LCHS IRC**  
**6:00 p.m.**

**AGENDA**

Posted: January 14, 2005

**CALL TO ORDER** in La Canada High School IRC at 5:00 p.m.

**CLOSED SESSION** in La Canada High School IRC at 5:01 p.m. (Agenda attached)

**REPORT OUT OF CLOSED SESSION**

**GOVERNING BOARD WORKSHOP: Oak Grove Lighting Project at 6:00 p.m.**

**GOVERNING BOARD WORKSHOP: Review of Schematics with Osborn Architects at 6:30 p.m.**

**REGULAR MEETING** in La Canada High School IRC at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**, November 15, 2004, December 7, 2004 and December 14, 2004

**REPORTS:**

- |    |   |        |
|----|---|--------|
| 1. | <b>Superintendent's Report</b>                        | Leabo  |
|    | a) Enrollment      b) Staffing                        |        |
| 2. | <b>President's Report</b>                             | Dietel |
|    | a) President's Newsletter      b) Plaque presentation |        |
| 3. | <b>Student Representative Report</b>                  | Chau   |

**OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD** concerning items not on the agenda. The *Brown Act* prohibits the Board from taking action on items not on the agenda. Please limit your remarks to three minutes. In order to facilitate the efficient working of the Board, comments on non-agendized items will be limited to a total of 20 minutes.

**PROPOSED ACTION ITEMS** (over for a description of items)

- |    |  |          |
|----|--|----------|
| 1. | <b><u>First Reading</u></b> [Asterisk (*) denotes action may be taken on the first reading.] |          |
|    | a. *Acceptance of 2003-04 Audit Report, R110-04-05   | Kramar   |
|    | b. *Consideration of Renewal or Termination of Sodexo Contract, R105-04-05                   | Kramar   |
|    | c. *Resolution 8-04-05 Appointment of Surplus Property Advisory Committee                    | Leabo    |
|    | d. *Approval of 2005-06 CMSA Administrative Salary Schedule, R100-04-05                      | Leabo    |
|    | e. *Amendment to the Assistant Superintendent of Business' Contract, R104-04-05              | Leabo    |
|    | f. *Ratify Deferred Transfer of Deferred Maintenance Contribution for 2003-04, R113-04-05    | Kramar   |
| 2. | <b><u>Second Reading</u></b>   |          |
|    | a. Approval of New Course at La Canada High School, R82-04-05                                | Stratton |
|    | b. Approval of Site Improvement Budgets, R81-04-05   | Stratton |
|    | c. New and Revised Board Policies – 4000 Series, R89-04-05                                   | Loose    |
| 3. | <b><u>Consent Agenda</u></b>   |          |
|    | a. Personnel Report, P10-04-05   | Leabo    |
|    | b. Extra Duty, Extra Pay, P11-04-05  | Leabo    |
|    | c. Approval of Revised Job Descriptions, R101-04-05  | Leabo    |
|    | d. Approval of Revised Job Descriptions, R115-04-05  | Leabo    |
|    | e. Non-Public School/Non-Public Agency Contracts, R99-04-05                                  | Stratton |
|    | f. Student Teaching Agreement – University of La Verne, R102-04-05                           | Stratton |
|    | g. Disposal of Surplus Equipment, R103-04-05   | Kramar   |
|    | h. Ratification of Change Order for G. Voskanian Construction, R107-04-05                    | Kramar   |
|    | i. Ratification of Change Order for Southern California Roofing, R108-04-05                  | Kramar   |
|    | j. Ratification of Change Orders for Mallcraft, Inc., R109-04-05                             | Kramar   |
|    | k. Award Bid to Voskanian Construction, R112-04-05   | Kramar   |
|    | l. Change of Long Distance Carrier, R114-04-05   | Kramar   |
|    | m. Notice of Completions, R106-04-05   | Kramar   |
|    | n. Gifts to District, R111-04-05   | Kramar   |
|    | o. Purchase Order List #9  | Kramar   |

**COMMUNICATIONS: Informational communication among Board and staff members**

**RECONVENE CLOSED SESSION** (if needed)

**RECONVENE OPEN SESSION AND REPORT OUT OF CLOSED SESSION** (if needed)

**ADJOURNMENT**

The Next Regular Governing Board Meeting will be held on Tuesday February 8, 2005, at 7:00 p.m.  
in Information Resource Center at 4463 Oak Grove Drive, La Cañada, California

**REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY**

Any individual with a disability who requires reasonable accommodation to participate in a Board meeting may request assistance by contacting the Superintendent's Office, 5039 Palm Drive, La Cañada, CA 91011; telephone – (818) 952-8381; fax – (818) 952-8309

## January 18, 2005 GOVERNING BOARD MEETING, DESCRIPTION OF ACTION ITEMS

### PROPOSED ACTION ITEMS First Reading [Asterisk (\*) denotes action may be taken on the first reading.]

1. **First Reading** [Asterisk (\*) denotes action may be taken on the first reading.]
  - a. \*Acceptance of 2003-04 Audit Report, R110-04-05. Annually, the Audit Report must be presented to the Governing Board by January 31 for acceptance. The Board is requested to accept the 2003-04 Audit Report.
  - b. \*Consideration of Renewal or Termination of Sodexo Contract, R105-04-05. Sodexo's current contract expired December 31, 2004. The Board is requested to consider termination or renewal of the Sodexo contract.
  - c. \*Resolution 8-04-05 Appointment of Surplus Property Advisory Committee. State law requires that, prior to the sale or lease of real property no longer needed for school district purposes, a committee be appointed by the governing board to advise the board on the identification and disposal of such property. The Board is requested to approve Resolution 8-04-05 to appoint such committee.
  - d. \*Approval of the 2005-06 CMSA Administrative Salary Schedule, R100-04-05. The salary schedule presented requests changing some positions from 11 to 12 months and 12 to 11 months. The Board is requested to approve the changes to the 2005-05 CMSA Administrative Salary Schedule.
  - e. \*Amendment to the Assistant Superintendent of Business' Contract, R104-04-05. Currently, Mr. Kramar's contract expires January 31, 2005. The Board is requested to extend Mr. Kramar's contract through March 31, 2005.
  - e. Ratify Transfer of Deferred Maintenance Contribution for 2003-04, R113-04-05. In order to receive the full state amount for deferred maintenance the district had to transfer funds to the deferred maintenance fund prior to January 14, 2005. The Board is requested to ratify the transfer.
2. **Second Reading**
  - a. Approval of New Course at La Canada High School, R82-04-05. The Board is requested to approve a one year 9-12 course called, Art Foundation.
  - b. Approval of Site Improvement Budgets, R81-04-05. The Board is requested to approve the school site budgets for 2004-05.
  - c. New and Revised Board Policies – 4000 Series, R89-04-05. The Board is requested to approve the changes to the policies presented as recommended by CSBA.
3. **Consent Agenda**
  - a. Personnel Report, P10-04-05. The Board is requested to approve the Personnel items.
  - b. Extra Duty, Extra Pay, P11-04-05. The Board is requested to approve the Extra Duty, Extra Pay.
  - c. Approval of Revised Job Descriptions, R101-04-05. The Board is requested to approve revised job descriptions for the following positions: High School Principal, 7-8 Principal, Elementary Principal, Director of Research, Assessment and Consolidated Projects and Director of Psychological Services and Special Education.
  - d. Approval of Revised Job Description, R115-04-05. The Board is requested to approve the revised job description for General Maintenance-Building & Facilities Floor Maintenance.
  - e. Non-Public School/Non-Public Agency Contracts, R99-04-05. The Board is requested to approve the non-public school/non-public agency contracts.
  - f. Student Teacher Agreement – University of La Verne, R107-04-05. The Board is requested to approve the Student Teacher Agreement with University of La Verne.
  - g. Disposal of Surplus Equipment, R103-04-05. The Board is requested to approve the disposal of a 1987 Chevy 1 Ton Hi Cube Van and a fume hood.
  - h. Ratification of Change Order for G. Voskanian Construction, R107-04-05. The Board is requested to approve a change order in the amount of \$9,700.85 to G. Voskanian Construction for the East Bleacher Project.
  - i. Ratification of Change Order for Southern California Roofing, R108-04-05. The Board is requested to approve a change order in the amount of \$95,105.94 to Southern California Roofing for the LCHS Re-Roofing project.
  - j. Ratification of Change Order for Mallcraft, Inc., R109-04-05. The Board is requested to approve a change order in the amount of \$66,974.00 to Mallcraft, Inc. for the LCHS Chemistry & Science Labs..
  - k. Award Bid to G. Voskanian Construction, R112-04-05. On November 9, 2004 the governing board authorized the district to go to bid for the LCHS Classroom and Restroom Modernization. The Board is requested to award the bid for the LCHS Classroom and Restroom Modernization to G. Voskanian Construction, who was the lowest responsive bidder with a bid of \$259,700.00.
  - l. Change of Long Distance Carrier, R114-04-05. By changing long distance carriers from AT&T to SBC the district can save approximately \$2,600. The Board is requested to approve the change from AT&T to SBC.
  - m. Notice of Completions, R106-04-05. The Board is requested to approve the two Notice of Completions as presented.
  - n. Gifts to District, R111-04-05. This is a recent list of donations.
  - o. Purchase Order List #9

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

**January 18, 2005**

**INFORMATION RESOURCE CENTER AT 4463 OAK GROVE DRIVE  
LA CAÑADA, CALIFORNIA**

**CLOSED SESSION: 5:00 P.M.**

**CLOSED SESSION AGENDA**

- 1. Public Employee Discipline/Dismissal/Release**
- 2. Public Employee Appointment/Employment**
- 3. Student Discipline and/or Related Student Matters**
- 4. Conference with Labor Negotiator**

Government Code Section 54957.6. Direction will be provided to District Negotiator Superintendent Dr. Sue Leabo regarding negotiations with LCTA and CSEA.

- 5. Conference with Real Property Lease Negotiator**

GC Sections 54954.5, 54956.8. Direction will be provided to District lease negotiator Superintendent Dr. Sue Leabo regarding the terms of the leases at the District owned sites.

- 6. Pending Litigation**

GC Section 54956.9. Disclosure would jeopardize process of settlement.

**RECONVENE OPEN SESSION FOR REGULAR BOARD MEETING**

**6:00 P.M. INFORMATION RESOURCE CENTER AT 4463 OAK GROVE DRIVE,  
LA CANADA, CALIFORNIA**

**RECONVENE CLOSED SESSION** following the regular 7:00 p.m. meeting, if needed.

**RECONVENE OPEN SESSION** for adjournment.