

LA CAÑADA UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE GOVERNING BOARD
March 6, 2001 in LA CAÑADA ELEMENTARY SCHOOL LIBRARY
4540 Encinas, La Cañada, California

AGENDA

CALL TO ORDER in La Cañada Elementary School Library at 5:00 p.m.
CLOSED SESSION in La Cañada Elementary School Faculty Lounge at 5:01 p.m. (Agenda attached)
REPORT OUT OF CLOSED SESSION
REGULAR MEETING in La Cañada Elementary School Library at 7:00 p.m.
PLEDGE OF ALLEGIANCE
APPROVAL OF MINUTES, February 6, 2001
APPROVAL OF AGENDA

REPORTS:

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| 1. | Superintendent's Report | Gonia |
| 2. | Student Representative Report | Michael Kotick |

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD concerning items not on the agenda. The *Brown Act* prohibits the Board from responding to 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 45 minutes.

PROPOSED ACTION ITEMS (over for a description of items)

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| 1. | <u>First Reading</u> [Asterisk (*) denotes action may be taken on the first reading.] | |
| a. | *Assistance League Summer School Contract, R178-00-01 | Stratton |
| b. | *Second Interim Report, R168-00-01 | Evans |
| c. | *Night Lead Custodian, R160-00-01 | Leabo |
| d. | *Job Descriptions, R161-00-01 | Leabo |
| e. | *Subject Matter Authorization, R162-00-01 | Leabo |
| f. | *Authorization to Teach Physical Education, R164-00-01 | Leabo |
| g. | *Resolution 16-00-01 Lay Off Position of Director of 21 st Century | Leabo |
| h. | *Resolution 17-00-01 Lay Off of Classified Employee | Leabo |
| i. | *2001 CSBA Delegate Assembly Election Ballot, R170-00-01 | Gonia |
| j. | *Participation in California Suburban School Districts, R171-00-01 | Gonia |
| k. | *Request for Allowance of Attendance, R176-00-01 | Evans |
| l. | *Education Tech Grant, AB2882, R181-00-01 | Stratton |
| m. | Adoption Textbook: <u>Language Network</u> , R180-00-01 | Stratton |
| n. | 2001-02 School Calendar, R172-00-01 | Leabo |
| 2. | <u>Consent Agenda</u> | |
| a. | Personnel Report, P20-00-01 | Leabo |
| b. | Extra Duty/Extra Pay Report, P21-00-01 | Leabo |
| c. | Change Order – Phase 2 Library, R165-00-01 | Evans |
| d. | Change Order – Crew Electric, R173-00-01 | Evans |
| e. | CALPERS Long Term Care Program, R174-00-01 | Evans |
| f. | Disposal of Surplus Computer Equipment from LCE, R175-00-01 | Evans |
| g. | School Improvement and Pupil Achievement Grant Award, R166-00-01 | Evans |
| h. | Special Activities: Key Club District Convention, R177-00-01 | Stratton |
| i. | Special Activities: Varsity Softball Team to Arrowhead, R179-00-01 | Stratton |
| j. | Potential New Courses at LCHS for 2001-02 School Year, R157-00-01 | Stratton |
| k. | Non-Public School/Non-Public Agency Contracts, R163-00-01 | Stratton |
| l. | Disposal of Surplus Equipment, R169-00-01 | Evans |
| m. | Gifts, R167-00-01 | Evans |
| n. | Purchase Order List #13 | Evans |

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 March 20, 2001 at 7:00 p.m. in the La Cañada Elementary School Library

March 6, 2001 GOVERNING BOARD MEETING, DESCRIPTION OF ACTION ITEMS

1. First Reading[*Asterisk (*) denotes action may be taken on the first reading.*]

- a. *Assistance League Summer School Contract, R178-00-01. The attached 2001 Agreement for Assistance League of Flintridge Summer School program is submitted for approval.
- b. *Second Interim Budget, R168-00-0. Education Code, Section 42127 requires that the Governing Board of each school district file a Second Interim Budget report by March 15th of each year. The Board is requested to adopt the 2000-01 Second Interim Budget.
- c. *Night Lead Custodian at High School, R160-00-01. Currently there are six Night custodians working at the High School. The only Lead Custodian at the High School works during the day. The Board is requested to approve eliminating one Night Custodian position and add a new Lead Custodian position at the High School.
- d. *Job Descriptions, R161-00-01. The Board is requested to approve the following job descriptions: Secretary II, Accounting Technician, Office Assistant II, Lead Custodian, Facilities/Maintenance V, Facilities/Maintenance III-Maintenance Painter, Facilities/Maintenance VII.
- e. *Subject Matter Authorization, R162-00-01. According to Education Code 44258.3, an individual who holds a credential other than an emergency permit, may be assigned to teach any subjects, provided the teacher has adequate knowledge of each subject to be taught and the teacher consents to the assignment. The Board is requested to approve the teachers to teach the subjects as outlined.
- f. *Authorization to Teach Physical Education, R164-00-01. Education Code states an individual who holds a teaching credential in a subject other than physical education may be authorized to coach one period per day in a competitive sport for which students receive physical education credit. The Board is requested to authorize the teachers to teach one period of physical education.
- g. *Resolution 16-00-01 Lay Off Position of Director of 21st Century. Currently there is a position in the District commonly called "Director of 21st Century," which has been partially funded through a grant. This is the last year for the grant. The Board is requested to approve Resolution 16-00-01 Lay Off Position of Director of 21st Century.
- h. *Resolution 17-00-01 Relative to the Lay Off of Classified Employee. Because the need for day to day maintenance is an ongoing responsibility, the position should be ongoing and the responsibilities for construction should be as needed. Therefore, it is recommended to eliminate the current position of Director II Facilities and Construction and to fill the open position of Director I Maintenance/Operations and Transportation. The Board is requested to approve Resolution 17-00-01 to lay off a classified management position.
- i. *2001 CSBA Delegate Assembly Election Ballot, R170-00-01. The Board is requested to vote in the CSBA Delegate Assembly Election. The Board may vote for up to the number of vacancies in the region or subregion, as indicated on the ballot.
- j. *Participation in California Suburban School Districts, R171-00-01.
- k. *Request for Allowance of Attendance, R176-00-01. Education Code Section 41422 authorizes maintenance of apportionments in instances when one or more schools must be closed because of "extraordinary conditions." The Board is requested to approve the Request for Allowance of Attendance because of Emergency Conditions.
- l. *Education Tech Grant – AB2882, R181-00-01. La Cañada High School has been awarded an Education Technology Grant through AB 2882. This funding will provide LCHS with one-time funding to reduce their student-to-multimedia-computer ratio to 4.75-to-1. The Board is requested to accept the Education Technology Grant.
- m. Adoption Textbook: Language Network, R180-00-01. The grammar textbook being used in English 1 is outdated and not aligned with the state standards. The English department reviewed four texts and determined that Language Network, Grammar, Writing, Communication was the appropriate text. This textbook adoption is being presented to the Board for first reading.
- n. 2001-02 School Calendar, R172-00-01. The school calendar is an item that must be negotiated with the appropriate Bargaining Unit. Recently the La Cañada Teachers' Association and the District negotiating team have agreed on a proposed calendar for the 2001-02 school year. This calendar is being presented to the Board for first reading.

2. Consent Agenda

- a. Personnel Report, P20-00-01. The Board is requested to approve the following Personnel items: *Classified*: New Hires – Substitute Custodian Raul Contreras, Substitute Custodian Jorge De La Torre, Classroom Aide-Reading Babs Fine, Classroom Aide-Reading Cameron Hall, Classroom Aide-Reading Cynthia Marquand, Classified Substitute Juanita Villarreal. Release – 7 Substitute Custodians, Classroom/Noon Aide. Resignations – ELD Aide Linda Neumeier, Classroom Aide-Reading Mary Robbins. *Certificated*: New Hires – Substitute Teacher William Dietrich, 4th Grade Teacher Kristen Dutton (temporary), Biology Teacher Richard Haring (temporary), 5th Grade Teacher Kyna Healy (temporary), 5th Grade Teacher Rhoda Quick (temporary). Modification – Mary Jane Hufstедler from 100% to 117%. Resignation – 4th Grade Teacher Lisa Mahrer.
- b. Extra Duty/Extra Pay Report, P21-00-01.
- c. Change Order – Phase 2 Library, R165-00-01. Added work in the form of the following: *Increase dimension at pad footing, raise elevator pit walls,* and a credit for *Deductive Charge back This increases the contract by \$27,215.16.*
- d. Change Order – Crew Electric, R173-00-01. Added work in the form of *Install new ground rod, install elev. bell & float switch, install outlet for D/F* increases the contract by \$1,178.92.

- e. CALPERS Long Term Care Program, R174-00-01. CalPERS has a long-term care program available to all California public employees, retirees, their spouses, parents and parents-in-law. The District would like to make this program available to its employees at the employees' expense. The Board is requested to approve making this option available to all District employees.
- f. Disposal of Surplus Computer Equipment from LCE, R175-00-01. In September 2000 new computers were purchased for the La Cañada Elementary School computer lab. The upgrading of computers in the computer lab has created surplus equipment. The sale of surplus equipment will be made in accordance with California Education Code Section 17545. The Board is requested to declare the equipment as surplus and authorize the Facilities Department to represent the District in the sale of said property.
- g. School Improvement and Pupil Achievement Grant Award, R166-00-01. The SIPA Block Grant (SB 1667) provides one-time monies in fiscal year 2000-01 to school sites for the purposes proposed by each school site council or schoolwide advisory group and approved by the Governing Board. The Board is requested to approve the school site plans as proposed.
- h. Special Activities: Key Club District Convention, R177-00-01. The Board is requested to approve the Key Club attendance at the District Convention in Long Beach, Friday, March 30 through Sunday, April 1, 2001.
- i. Special Activities: Varsity Softball Team Lake Arrowhead, R179-00-01. The Board is requested to approve the Girls Varsity Softball Team attendance at Lake Arrowhead, Saturday, March 17 to Sunday, March 18 or Saturday, March 24 to Sunday, March 25, 2001.
- j. Potential New Courses at LCHS for 2001-02 School Year, R157-00-01. The Board is requested to approve the potential new courses at LCHS for 2001-02 school year as presented for first reading at the last Board meeting.
- k. Disposal of Surplus Equipment, R169-00-01. Over the last year some of the donated office furniture and equipment has broken. The Board is requested to declare the furniture irreparable so that it may be disposed of.
- l. Non-Public School/Non-Public Agency Contracts, R163-00-01.
- l. Gifts, R167-00-01. This is a list of donations to the District since the last regular Board meeting.
- m. Purchase Order List #13.

LA CAÑADA UNIFIED SCHOOL DISTRICT

REGULAR MEETING OF THE GOVERNING BOARD

MARCH 6, 2001 – LA CAÑADA ELEMENTARY SCHOOL LIBRARY
4540 ENCINAS, LA CAÑADA, CALIFORNIA

CLOSED SESSION: 5:00 P.M.

IN LA CAÑADA ELEMENTARY SCHOOL FACULTY LOUNGE

CLOSED SESSION AGENDA

- 1. Public Employee Performance Evaluation, Superintendent**
- 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 Negotiators Assistant Superintendent of Human Resources Dr. Sue Leabo and Assistant Superintendent of Business Services Maureen Evans 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 Assistant Superintendent of Business Services Maureen Evans 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

7:00 p.m. in La Cañada Elementary School Library

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

RECONVENE OPEN SESSION for adjournment.