

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

October 30, 2018

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 October 30, 2018, in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were Governing Board Members Kaitzer Puglia, Brent Kuszyk, Joe Radabaugh, Ellen Multari, and Dan Jeffries.

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 and 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: Mrs. Kaitzer Puglia, President
Mr. Brent Kuszyk, Vice President
Mr. Joe Radabaugh, Clerk
Mrs. Ellen Multari, Member
Mr. Dan Jeffries, 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. in the Round Building at 4490 Cornishon Avenue in La Cañada, California. Present were five Governing Board Members, Ms. Sinnette, Mrs. Wenn, Mr. Evans, Ms. Lewsadder and Executive Assistant to the Superintendent Kim Bergner. There were approximately 35 people in the audience. Ms. Puglia led the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES

It was moved and seconded (Multari/Radabaugh) to approve the minutes September 27, 2018. The motion to approve the minutes of September 27, 2018 was adopted unanimously. (5:0)

REPORTS

1. Superintendent's Report

Ms. Sinnette reported that since the Governing Board meeting on October 9, 2018, Executive Director of Special Education Dr. Tammy Jackson has been engaged in extensive research regarding structured reading programs, effective screeners to identify students with dyslexia, and an in-depth analysis of the percentages of students identified within LCUSD with a specific learning disability – namely a reading disability with phonological processing deficits, which is how our students with dyslexia would be identified. Her findings support her assertion that we

are not under identifying our students with dyslexia, but given board direction, we still plan to report at our December meeting on this topic.

Ms. Sinnette reported that the Safety and Security Task Force meeting scheduled for November 6, 2018 was postponed to December 4, 2018 to give subcommittees the opportunity to update their progress and to avoid any conflict with Election Day.

Ms. Sinnette reported that many of the LCAP Committee members will be returning to the committee. However, she invited members of the community to notify her if they are interested in joining the committee. The LCAP Committee meetings for 2018-2019 are November 15, 2018; January 21, 2019; March 21, 2019 and May 9, 2019. This year is the year to review and re-identify local goals and priorities.

2. President's Report

Ms. Puglia shared an anecdote regarding the students' various paths to success. She reported on the benefits of Challenge Success Building Your Path event and the challenges our youth currently face. She thanked Jim Carnal, Jamie Lewsadder, Brent Kuszyk and students and families for their participation in Challenge Success Building Your Path event.

3. Associate Superintendent of Business & Administrative Services' Report

Mr. Evans reported on the Citizen's Oversight Committee meeting on October 18, 2018. At that meeting the Superintendent provided an overview of the district's CAASPP scores. Mr. Evans provided an overview of Measure LCF and reviewed the Measure LCF Project Planner with the Committee.

Mr. Evans reported that the First Interim Financial Report will come to the Governing Board in January. The Business Office has had some staffing changes, including promotions amongst current staff. Mr. Evans reported that all Business office positions have now been filled.

4. Student Representative

Andrew Kwon reported on recent and upcoming events.

REVIEW OF AGENDA

None.

OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

None.

PROPOSED ACTION ITEMS

1. First Reading

- a. *LCUSD and YMCA of the Foothills Memorandum of Understanding and Cooperation, R62-18-19.** It was moved and seconded (Multari/Jeffries) to provide direction to the Superintendent to sign the Memorandum of Understanding on behalf of La Cañada Unified School District. Ms. Sinnette reported that LCUSD and the YMCA of the Foothills share a strong community partnership and both share a commitment to improving the health and wellbeing of those who live and work within the communities they serve. For the past two years, the YMCA of the Foothills has provided free individual memberships for all full-time certificated and classified employees of the district. The Memorandum of Understanding memorializes this

generous offer and extends it by including a variety of small group training classes and wellbeing activities on school campuses provided by the YMCA of the Foothills to LCUSD staff who are members. Ms. Sinnette stated that we appreciate working with the YMCA and look forward to this continued partnership. Mr. Kuszyk thanked Mr. Wright for working with the District. Mr. Wright briefly discussed a study regarding the health of teachers, which prompted the YMCA to provide the free memberships and to bring the training classes to district campuses. He stated that providing these healthy options to teachers and classified staff will ultimately benefit the students. The Governing Board unanimously provided direction to the Superintendent to sign the memorandum of Understanding on behalf of La Cañada Unified School District.

- b. **Discussion Regarding the Devil's Gate Reservoir Restoration (Sediment Removal and Maintenance) Project, R64-18-19.** Ms. Sinnette presented a PowerPoint that was prepared by the Los Angeles County Department of Public Works and presented at a recent community meeting. At that meeting, it was reported that the project would move forward. Ms. Sinnette thought it was important to inform the Governing Board and the community about the specifics regarding traffic patterns and expected timelines for the project. Ms. Sinnette reported that the Governing Board has passed three resolutions regarding its concerns with the impacts to traffic and air quality. She reported that air quality monitors have been purchased by the district to monitor air quality prior to the work beginning in order to have base line information. Ms. Sinnette reported on the potential ecological concerns as a result of the project including displaced wildlife, air quality, noise levels and increased traffic. Mr. Evans will continue to work with the City of La Cañada Flintridge to stay on top of project details and developments. Mr. Kuszyk reported on a conversation he had with the County. During that conversation, Mr. Kuszyk expressed his concerns about the project and asked who to contact if the project does not comply with the established restrictions. Ms. Multari asked Mr. Evans about the air monitoring devices that have been purchased. The proposed truck routes were discussed.

The following audience members addressed the Board:

- LCUSD parent Brenda Adeklin expressed health and safety concerns regarding the Devil's Gate Project,
- LCUSD parent Elizabeth Evans expressed health and safety concerns regarding the Devil's Gate Project,
- LCUSD parent Esther Kornfeld expressed health and safety concerns regarding the Devil's Gate Project,
- LCUSD parent Elizabeth Krider expressed health and safety concerns regarding the Devil's Gate Project,
- LCUSD parent Octavia Thuss expressed health and safety concerns regarding the Devil's Gate Project,
- PTSA President Tamar Tujian expressed health and safety concerns regarding the Devil's Gate Project:
- Community parent Belinda Randolph expressed healthy and safety concerns regarding the Devil's Gate Project.

Ms. Puglia thanked the community for their comments and support. The Governing Board discussed how to work with the community, the City of La Cañada Flintridge, and the County to address the health and safety concerns regarding the project.

- c. ***7/8 Independent Study Physical Education, R53-18-19.** It was moved and seconded (Multari/Kuszyk) to review the 7/8 Independent Study Physical Education Plan. Ms. Wenn reported that at the Governing Board meeting on September 25, 2018 the Governing Board provided direction to move forward with offering an Independent Study Physical Education course to support competitive athletes and students who are temporarily excused from physical activity due to injuries or other health related

reasons. Since that direction, Ms. Wenn has worked with legal counsel and 7/8 Administration to refine the program and establish the 7/8 Independent Study criteria. Ms. Wenn clarified the Physical Education requirements per Education Code section 51222 and stated that Ed Code mandates that all 7th and 8th grade students attend a physical education class for at least 400 minutes every ten (10) days. The LCHS 7/8 administration may allow student athletes to participate in physical education through an independent study program ("Independent Study PE") while still meeting LCUSD's obligation to provide physical education to its students. Eligible students enrolled in the Independent Study PE will be required to participate in an LCUSD staff-designed Physical Education course and/or an online Physical Education course approved by the State of California in order to fulfill the state physical education requirements. Ms. Wenn provided the guidelines for the Independent Study program. Ms. Sinnette clarified that the district is not endorsing a K-5 program. Sixth grade would be the first grade that the district would consider providing an Independent Study, but student requests would be considered on a case-by-case basis by the elementary principal. Ms. Wenn will continue to work with site principals to define requirements for participation in the program prior to the 2019-2010 school year. Mr. Jeffries questioned the basis of the criteria established for participation. Ms. Wenn provided background on her research prior to establishing the criteria for the program. It was moved and seconded (Jeffries/Radabaugh) to provide direction to continue to define criteria, policies and procedures for the 7/8 Independent Study Physical Education and bring back to the Governing Board for approval prior to 2019-2010 registration. The motion to continue to define criteria and policies for the 7/8 Independent Study Physical Education to bring back to the Governing Board for approval prior to 2019-2010 registration was adopted unanimously.

- d. **Construction Insurance Options for Measure LCF Projects, R63-18-19.** This is an information item. Risk management is a material consideration as the District does work at its sites. Coverage against losses related to crime, weather, injury, accidents and other causes are needed to assure a project is completed, and the District is compensated for losses. The objective of the presentation and discussion is to address the District needs for risk management and review the options for covering those risks. Project Manager Harold Pierre was in attendance to discuss construction risks and construction insurance options. Construction insurance is a major method of managing risks on a construction project. He reported on the difference between the traditional insurance model and the Owner Controlled Insurance Program. The traditional insurance approach requires the contractor to provide insurance in accordance with the District's specifications and the indemnity provision and to add the owner as additional insured on appropriate coverages. The Owner Controlled Insurance Program (OCIP), also known as a Wrap-Up, is an owner purchased insurance on behalf of all construction parties on a specific project for the purposes of protecting the owner from the construction site activity risks of the general contractor, prime contractors, and subcontractors of all tiers. Under the traditional model the General Contractor and the Subcontractors have separate insurance policies, with OCIP everyone is covered under the same policy. Mr. Pierre reported that the district has met with two insurance providers/agents who have OCIP programs catered for school districts. Each of the programs presented would meet the district's needs but differ in coverage provided, administration, and cost. Staff is seeking Governing Board direction on whether to move forward with the OCIP insurance model for larger bond projects. Mr. Pierre suggested that OCIP be purchased for larger construction projects (over \$10M). The Governing Board provided direction to move forward with the OCIP insurance model. Staff will continue to evaluate insurance needs on a project-by-project basis and make

recommendations for insurance based on size of project, risk profile, and insurance costs.

- e. ***Adoption of the Los Angeles County Plan for Expelled Pupils (AB922), R54-18-19.** It was moved and seconded (Multari/Kuszyk) to adopt the Los Angeles County Plan for Expelled Pupils. Ms. Wenn reported that Section 48926 of the California Education Code requires the County Superintendent of Schools, in conjunction with superintendents of the school districts within the County, to develop a plan for providing services to expelled pupils. The updated plan, last published in 2015, was adopted by the Los Angeles County Board of Education at its April 10, 2018 regular meeting, and reflects district responses to the December 14, 2017 survey that was provided to districts countywide. LCUSD has extremely low expulsion rates, however, policies and procedures are in place to proceed with an expulsion if needed. The Los Angeles County Plan for Expelled Pupils provides all districts within the county with necessary information regarding expulsion of pupils. Local Governing Boards are asked to accept and acknowledge the Los Angeles County Plan for Expelled Pupils to address the needs of all expelled students. The motion to adopt the Los Angeles County Plan for Expelled Pupils was adopted unanimously.
- f. **California School Dashboard, Fall 2018, R60-18-19.** Mr. Carnal was in attendance to provide a presentation on the the Fall 2018 California School Dashboard. The Dashboard represents multiple measures to give a wider view of overall performance and progress than the previous Academic performance Index (API) which was used in California between 1999-2013. Mr. Carnal discussed the purpose of the dashboard and stated that the California Department of Education decided the State indicators and the district decided its local performance indicators based on state-created standards. The dashboard is an attempt to look at the district as a whole and not just on student performance as reported with the API scores. Mr. Carnal reported on the six State Indicators, which are academic performance, graduation rates, college and career readiness, English learner progress, suspension rates and chronic absenteeism. Mr. Carnal focused his presentation on the five Local Indicators, which are Basic Conditions: teachers, materials, facilities; Implementation of Academic Standards; School Climate; Parental Involvement; and Access to a Broad Course of Study. Mr. Carnal reported on each of the district's local indicators and reported on this year's changes to the dashboard. The district's goal is to continue to improve. The data from the dashboard will be used for LCAP metrics and will help to identify annual goals.
- g. **First Reading: Approval of Board Policy Revision 1312.3, R61-18-19.** Ms. Wenn and Mr. Carnal presented updated revisions to Board Policy 1312.3 Community Relations: Uniform Complaint Procedures. Due to the passing of Assembly Bill 1375 related to an expansion of the way districts meet the requirements of Title IX the proposed revisions are required. The proposed revisions are based on recommendations from the California School Board Association and School Services. This item will come back for adoption at the next regularly scheduled Governing Board meeting on December 13, 2018.
- h. ***Approval of Contract Addendum for the Continued Employment of the Superintendent, R64-18-19.** It was moved and seconded (Jeffries/Multari) to approve the Contract Addendum for the Continued Employment of the Superintendent. The Governing Board annually evaluates the Superintendent. As an outcome of the Superintendent's 2017-18 evaluation, the Governing Board's interest is to approve an addendum to the superintendent's contract. Ms. Puglia stated that the proposed contract addendum would extend Ms. Sinnette's contract so that it would expire on July 31, 2022. The Superintendent's current annual salary is \$255,800. Pursuant to the proposed Addendum, the Superintendent would be entitled to a 2% salary increase, effective November 1, 2018, which would make the Superintendent's prospective

annual salary \$260,916. The total annual salary shall remain indefinite until finally determined by the Governing Board on or before October 31 of each year cited. Ms. Puglia stated that the work Ms. Sinnette provides is tremendous and most appreciated. The motion to approve the Contract Addendum for the Continued Employment of the Superintendent was adopted unanimously. (5:0)

i.
2. **Consent Agenda**

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

- a. **Personnel Report, P8-18-19.** The Governing Board approved the Personnel Report as follows: *Certificated:* New Hires: Rebecca Berry, Teresa Chiu, Jacqueline Cortez-Guevar, Brittany Grimes, George Ihara, Kristin Kassbian, Ashley Mistriel, Adam Monte, Shaun Richardson. Leave of Absence: Holly Russell. *Classified:* New Hires: Benita Castro, Marine Dovlatyan, Jordan Hayes, Cynthia Serrano, Davontay Smith, Christian Virtucio. Declined Employment: Azure Milton. Resignation: Jessie Pickworth, Christian Virtucio.
- b. **Extra Duty Report, P9-18-19.** The Governing Board approved the Extra Duty Report as presented.
- c. **Spec Acts: PCY Pali Mountain Institute, R55-18-19.** The Governing Board approved the Paradise Canyon Elementary Special Activity request to attend Pali Mountain Institute in Running Springs, California February 25 – March 1, 2019.
- d. **Spec Acts: PCY Valley Forge, R56-18-19.** The Governing Board approved the Paradise Canyon Elementary Special Activity request to attend Valley Forge in Valley Forge, Pennsylvania March 18 - March 22, 2019.
- e. **Spec Acts: PCY Before the Mast – Pilgrim, R57-18-19.** The Governing Board approved the Paradise Canyon Elementary Special Activity request to attend Before the Mast in Dana Point, California March 11-12, 2019; March 12-13, 2019; March 13-14, 2019 and March 14-15, 2019.
- f. **Authorization to Enter into Contract for Legal Services, R58-18-19.** The Governing Board approved entering into an agreement with Aleshire & Wynder LLP for Legal Services for 2018-19.
- g. **Gifts to District, R59-18-19.** The Governing Board approved the Gifts to District as presented.
- h. **Purchase Order List 8-18-19.** The Governing Board approved Purchase Order List 8-18-19.

COMMUNICATIONS

Mr. Jeffries reported on the Traffic & Parking sub-committee's recent site visits to observe traffic. He asked how sub-committees of the Safety & Security Taskforce proceed with recommendations based on those observations. It was agreed that sub-committees have the ability to ask staff to move forward on recommendations agreed upon by the sub-committee.

Ms. Multari reported on a discussion at the recent Five Star Coalition meeting regarding Full and Fair Funding. CSBA is currently asking districts to support and adopt a resolution calling for the Full and Fair Funding of California Public Schools and asked if the Governing Board would like to bring this for adoption at an upcoming Governing Board meeting. Direction was provided by the Governing Board to bring a Full and Fair Funding of California Public Schools resolution to an upcoming meeting.

Ms. Kuszyk reported on the recent LCHS Orchestra Concert, which featured one of our students who composed and conducted her own piece.

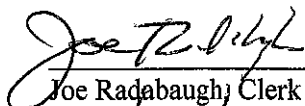
ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 10:40 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, November 27, 2018 at 7:00 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada, California.

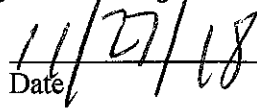


Wendy K. Sifnette, Superintendent
Secretary to the Governing Board

MINUTES APPROVED



Joe Radabaugh, Clerk



Date

