

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

October 9, 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 9, 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, 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 is 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 48 people in the audience. Ms. Puglia asked Bison Den-Webalos Troop 515 to lead the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES**

It was moved and seconded (Multari/Radabaugh) to approve the minutes of September 25, 2018. The motion to approve the minutes of September 25, 2018 was adopted unanimously. (5:0)

**REPORTS**

**1. Superintendent's Report**

Ms. Sinnette reported on upcoming Family Learning Series events. On October 18, 2018 from 6:30 – 8:00 p.m., Dr. Madeline Levine Co-Founder of Challenge Success will provide a parent presentation on parents' roles in raising healthy children. On October 20, 2018 from 8:30 a.m. – 12:30 p.m. the high school will host Challenge Success Building Your Path, which is a program for students in grades 6-12. Parents are welcome to attend. On November 8, 2018 from 6:30 – 8:00 p.m. in the La Canada High School Auditorium Peter Crabb of Chameleon Associates will provide a parent presentation on safety & security.

Ms. Sinnette reported that on October 3, 2018, she and Governing Board member Dan Jeffries attended a meeting at the Los Angeles County Commission regarding the CEQA report for the territory transfer. At that meeting, the commission took comments from Glendale Unified School District, La Cañada Unified School District and residents of the Sagebrush Territory Transfer. The Commission took no action at the October 3, 2018 meeting; it is anticipated that action will be taken at the commission's November or December meeting.

Ms. Sinnette reported on the National Merit Scholarship Program, which is an annual academic competition with over 1.6 million entrants nationwide. Qualifying as a National Merit Semi-Finalist is a major achievement and the district is very proud to announce that this year 12 students from La Cañada High School have qualified. Ms. Sinnette commended the 12 National Merit Semi-Finalists. She introduced Assistant Principal Kip Glazer to report on the competition. Dr. Glazer congratulated the students and introduced the LCHS counselors who were also present and asked counselor Kandy Basmajian to further report on the competition. Ms. Basmajian thanked the Governing Board for celebrating these academically talented students. She provided background on the competition reporting that students that qualify in the top 1% in each state receive recognition as semi-finalists. Sixteen thousand students qualified nationwide out of the 1.6 million students that took the test. The next steps for the semi-finalists is to submit an application to move forward in the competition. Approximately 7,500 students across the United States will qualify as finalists. The counselors assisted Ms. Sinnette with the presentation of certificates to the students present.

**2. President's Report**

Ms. Puglia reported that the district's CAASPP results reflect over 85% of district students meeting or exceeding standards in math and English/Language Arts. She congratulated district students and teachers for the work and continued growth in academic performance. However, continued Academic growth and excellence also highlights the need to balance such successes with wellness habits for students and families in terms of reducing stresses associated with school, supporting family time and supporting emotional health. These are all aspects of the Challenge Success program. In support of student wellness, La Canada Boosters raised approximately \$32,000 during this year's BoosterFest Paddle Pledge for establishing and supporting a Wellness Center housed at the high school. Ms. Puglia thanked Craig Mazin for beginning the paddle pledge and encouraging the contributions. She thanked Jeremy Millbrodt for the guidance and leadership of the Boosters and for the support provided to all district students, and Carolyn Anderson from the LCFEF for her continued efforts to meet the needs of our students. Ms. Puglia reported on the research being conducted on establishing a Wellness Center to address the social, emotional, and safety needs of our students at LCHS. Ms. Puglia stated that she is proud to be a member of a district that is looking to address these issues head-on, with transparency and clarity. Ms. Puglia thanked the many members of the community for their leadership and commitment for this organic response to an identified need.

**3. Associate Superintendent of Business & Administrative Services' Report**

Mr. Evans reported on the City of La Canada Flintridge event, "Feet First" which will occur on Saturday, October 7, 2018. October 10, 2018 is walk and bike to school day.

Mr. Evans reported that the Citizen's Oversight will meet for the first time in 2018-2019 on October 18, 2018.

**4. Student Representative**

Andrew Kwon reported on recent and upcoming events

**REVIEW OF AGENDA**

It was moved and seconded (Multari/Radabaugh) to move 12b to 12a. The motion to move 12b to 12a was adopted unanimously.

## OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:  
None.

## PROPOSED ACTION ITEMS

### PUBLIC HEARING

#### **LCTA Negotiations Proposal to LCUSD, R44-18-19**

Ms. Puglia opened the Public Hearing on the LCTA Negotiations Proposal to LCUSD at 7:38 p.m. There being no public comment, the hearing was closed at 7:38 p.m.

#### **LCUSD Negotiations Proposal to LCTA, R45-18-19**

Ms. Puglia opened the Public Hearing on the LCUSD Negotiations Proposal to LCTA at 7:39 p.m. There being no public comment, the hearing was closed at 7:39 p.m.

#### 1. First Reading

- a. **La Cañada Flintridge Educational Foundation 2018 Gift – Presentation to the La Cañada Unified School District Governing Board.** Ms. Sinnette reported that each year the La Cañada Flintridge Educational Foundation (LCFEF) provides an extremely generous gift to the district. This gift serves to fund an over \$2 million gap between programs, services and staffing needs, all of which go unmet by the current levels of base grant funding from the State of California. Directors representing the Foundation, its current and past Presidents, Kevin Martin and Caroline Anderson, its Executive Director Marilyn Yang, and students were in attendance to present the annual gift to the Governing Board. Ms. Sinnette extended her heartfelt thanks to the Foundation stating that we could not accomplish as a District all that we do without the partnership between the District and the Foundation. She recognized the huge amount of work done by the Foundation to raise the annual funds donated to the district. The Foundation raises money from parents, individuals, and local businesses, and makes direct contributions to the District annually to benefit children enrolled in La Cañada Unified School District. Donations to LCFEF help keep class sizes small, hire high school counselors, maintain the elementary Spanish program, update technology, provide arts and music education and enhance campus facilities. Ms. Sinnette reported on what would happen if the Foundation did not donate to the district, which would include layoffs, reductions in programs, and increased class sizes. Kevin Martin, last year's LCFEF President, stated that this donation is a symbol of the kind of families and parents that we have in this district and what we can accomplish when we have the resolve, resources and family first values that make this such a special community in which to live. The Foundation presented a check to the district in the amount of \$2,230,000.
- b. **Presentation on LCUSD's Guidelines Regarding the Identification, Assessment, and Instructional Planning for Students with Dyslexia, R47-18-19.** Ms. Sinnette reported that per her request Dr. Jackson was present to report on identification, assessment and instructional planning for students with dyslexia. District Psychologist Nicole Pilarski was also present to assist Dr. Jackson with her report. Dr. Jackson reported that having dyslexia makes reading, and sometimes other skills, more difficult to acquire, but having dyslexia is not necessarily a barrier to success. Dr. Jackson reported on California AB 1369-Dyslexia Bill, which does not explicitly require school districts to provide specific services for students with dyslexia. However, in keeping with best practices, La Cañada Unified School District, complies with California Ed Code 56335 (a) and the dyslexia guidelines. Dr. Jackson reported that the DSM-IV

previously classified dyslexia and specific learning disorders as separate diagnoses. In 2013, the DSM-V housed dyslexia under one diagnosis: Specific Learning Disorder. According to California Department of Education, dyslexia is not recognized as its own disability category. Dr. Jackson reported on LCUSD's procedures for students with dyslexia, including: Classroom Early Intervention, Student Study Teams, Assessment to Determine Eligibility for Services, IEPs and 504s, and professional development for staff to recognize dyslexia. She clarified that not all students with dyslexia are eligible for special education services. A student with dyslexia who is able to participate adequately within the general education curriculum when provided with appropriate accommodations will likely be served by a 504 plan. She briefly provided examples of accommodations that may be available to a student with dyslexia including accommodations and assistive technology. The following audience members addressed the Governing Board on dyslexia:

Pamela Cohen, Community Member, parent of dyslexic child;  
 Jimmy Kam, LCUSD parent of dyslexic child;  
 Riley Kam, LCUSD student with dyslexic;  
 Barbara Langelah, President of the L.A. Branch of IDEA;  
 Doris Lee, LCUSD parent of dyslexic child.

Ms. Puglia thanked Dr. Jackson, Ms. Pilarski and the parents and student in attendance for this discussion. Ms. Multari asked how many students in the district are currently diagnosed with dyslexia. Dr. Jackson reported that currently 10% of district students receive some type of special education services but those figures are not broken down specifically as dyslexia. Ms. Multari asked if there is a way to ensure early diagnoses. Dr. Jackson reported that the district uses the Fountas & Pinnell Benchmark Assessment System, which is a tool to identify the instructional and independent reading levels of all student and documents student progress through one-on-one formative and summative assessments. After some discussion, the Governing Board gave direction for the district to look into structured reading programs that could be adopted by the district as a tiered intervention. Mr. Radabaugh thanked the parents for their eloquent communication to the Governing Board.

- c. **\*Approval of SELPA Local Plan, R36-18-19.** Ms. Sinnette reported that Special Education is a program mandated by the Individuals with Disabilities Educational Act (IDEA). California has divided regions of the state into Special Education Local Plan Areas (SELPAs). La Cañada Unified School District is part of Foothills SELPA, which includes Glendale Unified, Burbank Unified and La Canada Unified. Public Schools have the responsibility of providing FAPE (Free and Public Education) to qualified students with special needs within its area and are required to meet the needs of all students. SELPAs must comply with all state and federal laws. The Local Plan has been written by a committee comprised of staff and community members and requires approval by the Governing Board of each local educational agency (LEA). It was moved and seconded (Multari/Kuszyk) to approve the SELPA Local Plan as presented. The motion to approve the SELPA Local Plan as presented was adopted unanimously 5:0.
- d. **\*LCTA Negotiations Proposal to LCUSD, R44-18-19.** The Governing Board reviewed the La Cañada Teachers Association negotiations proposal to La Cañada Unified School District. The current Agreement between the La Cañada Teachers Association and the La Cañada Unified School District is subject to negotiations per the collective bargaining agreement. The current collective bargaining agreement has expired and all parts of the contract are open for negotiations for the 2018-19 school year.
- e. **\*LCUSD Negotiations Proposal to LCTA, R45-18-19.** The Governing Board reviewed the La Cañada Unified School District negotiations proposal to The La Cañada Teachers Association. The current collective bargaining agreement between the La Cañada Teachers' Association and the La Cañada Unified School District expired

June 30, 2018. When the Agreement has reached the end of its term, all parts of the contract are open for negotiations.

- f. **2017-2018 CAASPP Scores Report, R52-18-19.** The California Assessment of Student Performance and Progress (CAASPP) program consists of different tests. The computer-adaptive Smarter Balanced Assessment Consortium (SBAC) summative assessments in English Language Arts and mathematics are administered in grades 3-8 and 11. Fifth, eighth, and twelve grade students piloted the new state test in science called the California Science Test (CAST). Students with special needs were administered the California Alternate Assessment (CAA) in English, math and science. Executive Director of Student Services James Cartnal presented the 2017-2018 CAASPP Scores to the Governing Board focusing on the District's CAASPP growth over time, and the LCUSD CAASPP scores in context of California-wide achievement levels in comparison to the other high performing districts. Mr. Cartnal reviewed the Achievement Level descriptors: Standard Not Met, Standard Nearly Met, Standard Met and Standard Exceeded. Mr. Cartnal presented and reviewed the LCUSD – ELA Scores Grades 3-8, and 11<sup>th</sup> grade from 2015-2018, which shows continued growth. He presented percentages of students that Met and Exceeded ELA State Standards by grade and year from 2015-2018. He presented LCUSD Math Scores, which also show continued growth. He presented percentages of students that Met and Exceeded Math State Standards by grade and year from 2015-2018. Mr. Cartnal presented both ELA and Mathematic scores by school site. Mr. Cartnal presented the English Language Arts and Mathematics scores of other high performing districts. He briefly discussed the document provided by the California Department of Education, "Understanding the CAASPP Student Score Report" that was mailed to all parents. Mr. Cartnal reported that the district uses the CAASPP scores to focus on providing differentiation in the classroom, adjusting pacing guides, improving instruction, increasing collaboration, determining GATE alternate qualifications, determining ELD reclassification, and to compare our performance with other high performing districts to collaborate on best practices. Mr. Cartnal showed an example of what the teacher report looks like. In closing, Mr. Cartnal informed the Governing Board of the upcoming Family Learning Series Events.

- g. **Presentation of Superintendent's 2018-2019 Goals, R46-18-19.** The Superintendent prepares annual goals which are reviewed, revised and ultimately approved by the Governing Board. Ms. Sinnette presented her 2018-2019 goals, which are to:

- Work with Associate Superintendent Business and Administrative Services and the Chief Technology Officer to oversee Bond Measure LCF projects for 2018-2019.
- Work with Governing Board, Cabinet and the Executive Director Pupil Programs/Services to oversee the Governing Board Safety and Security Task Force.
- Work with Cabinet to comprehensively monitor the 2017-18 LCUSD Administrative Reorganization.
- Work with Principals, Associate Superintendent Education Services, and the Assistant Principal Coordinating WASC to monitor progress and ensure the completion of the LCHS WASC Accreditation document and subsequent visit.
- Work with Cabinet, the LCAP Oversight Committee, and the Executive Director of Personnel and Pupil Services to lead action research on LCUSD's local goal development. Write Year 1 of the 2018-2021 LCAP.
- Work on Comprehensive Planning and Development for Improved Community Relations.

Ms. Sinnette identified specific actions to meet each of her goals for 2018-2019.

Ms. Sinnette reported on two additional goals to be addressed by Leadership Team members in 2018-2019:

- Guide and Assist the Executive Director of Personnel Services' goal on community and recruitment outreach.
- Guide and Assist the Elementary Principals' goal to optimize student learning for mathematics.

Ms. Sinnette provided clarification regarding the Executive Director of Personnel Services outreach goal and the Elementary Principals' goal on math instruction, stating that each Administrator is required to have four goals and the outreach and math goals have been incorporated as one of the four goals for the Administrators involved.

It was moved and seconded (Multari/Jeffries) to approve the Superintendent goals for 2018-2019 as presented.

- h. **\*Change in Governing Board Meeting Date, R43-18-19.** It was moved and seconded (Jeffries/Multari) to approve the change in Governing Board meeting date from December 11, 2018 to December 13, 2018. The motion to approve the change in Governing Board meeting date from December 11, 2018 to December 13, 2018 was adopted unanimously.
- i. **\*Agreement for Geotechnical Engineering Services for New Sewer Line at Palm Crest, R50-18-19.** It was moved and seconded (Multari/Radabaugh) to approve entering into an agreement for geotechnical engineering services for the new sewer line at Palm Crest Elementary. Mr. Evans reported that the civil engineer who is working on the project recommended that the district perform a geotechnical survey of the site. The survey will assist in determining the characteristics of underground soil conditions and providing information for proper design on the project. A proposal was received from Allan Seward Engineering Geology, Inc. for the geotechnical engineering services in the amount of \$18,032. It is anticipated that the sewer project will begin summer 2019 and will take approximately 6 – 8 weeks. The motion to approve entering into an agreement with Allan Seward Engineering Geology, Inc. for Geotechnical Engineering Services for New Sewer Line at Palm Crest Elementary was adopted unanimously.
- j. **Accept Bid for Wireless Locks and Access Control System at LCHS: Bid No. LCF 18/19-04, R48-18-19.** It was moved and seconded (Multari/Radabaugh) to accept the Bid for Wireless Locks and Access Control System at LCHS: Bid No. LCF 18/19-04 from Ollivier Corporation. Mr. Evans reported that the Governing Board identified this project at a Governing Board workshop on January 29, 2018 as a priority. This project will replace existing door locks with new wireless locks that can be controlled via access control software. The District issued an invitation and advertised for formal bids in accordance with Public Contract Code 22000. Staff received one bid in response to the invitation in the amount of \$1,344,600. However, in conjunction with the District's security consultant, staff examined the project specifications and determined that certain changes to the specifications can be made that would reduce the cost of the project. A Change Order has been agreed to that will reduce the initial contract amount, which will be presented to the Governing Board following this agenda item. The bidder Ollivier Corporation is qualified to perform the work. The motion to accept the Bid for Wireless Locks and Access Control System at LCHS: Bid No., LCF 18/19-04 from Ollivier Corporation was adopted unanimously.
- k. **\*Change Order No. 1 to Contract for Bid No. LCF 18/19-04, Wireless Locks and Access Control System at La Cañada High School, R49-18-19.** It was moved and seconded (Multari/Kuszyk) to approve Change Order No. 1 to Contract for Bid No. LCF 18/19-04, Wireless Locks and Access Control System at La Cañada High School from Ollivier Corporation reducing the contract amount by \$346,395 from \$1,344,600

to \$998,205. The motion to approve Change Order No. 1 to Contract for Bid No. LCF 18/19-04, Wireless Locks and Access Control System at La Cañada High School from Ollivier Corporation reducing the contract amount by \$346,395 from \$1,344,600 to \$998,205 was adopted unanimously.

2. **Consent Agenda**

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

- a. **Personnel Report, P6-18-19.** The Governing Board approved the Personnel Report as follows: *Certificated:* New Hires: Rebecca Bowers, Rebecca Murchie, Matthew Sullivan, Kristina Tuszynski. *Classified:* New Hires: Azure Milton, Mario Roldan. Resignation: Tamar Castano.
- b. **Extra Duty Report, P7-18-19.** The Governing Board approved the Extra Duty Report as presented.
- c. **Spec Acts: PCR The Pilgrim, R40-18-19.** The Governing Board approved the Palm Crest Elementary request to attend The Pilgrim in Dana Point, California January 17-18, 2019; January 24-25, 2019; and January 31-February 1, 2019.
- d. **Spec Acts: PCR Pali Mountain Institute, R41-18-19.** The Governing Board approved the Palm Crest Elementary Special Activity request to attend Pali Mountain Institute in Running Springs, California December 3 – 7, 2018.
- e. **Spec Acts: LCE Valley Forge, R37-18-19.** The Governing Board approved the La Cañada Elementary Special Activity request to attend Valley Forge in Valley Forge, Pennsylvania February 4-8, 2019.
- f. **Quarterly Report on Williams Uniform Complaints, R42-18-19.** The Governing Board approved the Quarterly Report on Williams Uniform Complaints.
- g. **Purchase Order List 7-18-19.** The Governing Board approved Purchase Order List 7-18-19.

**COMMUNICATIONS**

Ms. Multari reported that she is unable to attend the Boosters meeting on October 10, 2018.

Ms. Radabaugh provided an update from the recent Joint Use Committee meeting. An agenda item will come back to the Governing Board regarding the district's contribution towards the funding of the Cornishon tennis court re-surfacing project. Mr. Radabaugh reported on a Field Master Plan Sub-Committee being formed by the City of La Cañada Flintridge Parks and Recreation Commission.

Mr. Jeffries reported that the City has researched and implemented the option to rent temporary air conditioning as an add-on to the rental agreement when user groups rent Lanterman Auditorium.

Mr. Kuszyk discussed College Counseling needs and services. He announced that Challenge Success Building Your Path is October 20, 2018.

Ms. Sinnette requested that the January agenda planning meeting be calendared for Tuesday, January 8th at 8:30 a.m.

**ADJOURNMENT**

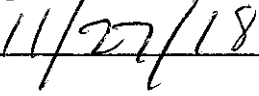
There being no further business before the Board, the meeting was adjourned at 10:00 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, October 30, 2018 at 7:00 p.m. in the Round Building at 4490 Cornishon Avenue in La Canada, California.



Wendy K. Sinnette, Superintendent  
Secretary to the Governing Board

**MINUTES APPROVED**

  
\_\_\_\_\_  
Joe Radabaugh, Clerk

  
\_\_\_\_\_  
Date

