

**South Pasadena USD Minutes**  
**Regular Board Meeting**  
April 12, 2016, 6:30 PM

South Pasadena Unified School District  
1020 El Centro Street  
South Pasadena, CA 91030

Closed Session 5:30 p.m. Open Session 6:30 p.m.

**I. Opening**

**I.1. Call to Order**

Minutes:

The Regular Board Meeting was called to order at 5:30 p.m. by Board President Giulioni in the Board Room.

**I.2. Roll Call**

Minutes:

Board Members Giulioni, Abajian, and Primuth were present at the time of Roll Call.

Board Clerk Eilers arrived during Closed Session. Student Board Member Kafkaloff arrived at the beginning of Open Session.

Board Member Kipke did not attend the meeting.

**I.3. Opportunity for Public Comment on Closed Session Items**

Minutes:

There was no public comment on Closed Session items.

**II. Adjourn to Closed Session**

Minutes:

The meeting adjourned to Closed Session at 5:30 p.m.

II.1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION Pursuant to Government Code Section 54957 TITLE: Superintendent of Schools

II.2. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Pursuant to Government Code Section 54956.9) Possible initiation of litigation pursuant to subdivision (d)(4) of Section 54956.9: Two (2) cases

II.3. Conference with Labor Negotiator pursuant to Government Code Section 54957.6 Conference with District Negotiator Karen Reed, Assistant Superintendent, Human Resources, regarding

negotiations with California School Employees' Association (CSEA).

II.4. Conference with Labor Negotiator pursuant to Government Code Section 54957.6 Conference with District Negotiator Karen Reed, Assistant Superintendent, Human Resources, regarding negotiations with Teachers' Association of South Pasadena (TASP).

II.5. DISCIPLINE/DISMISSAL/RELEASE pursuant to Government Code 54957.

### **III. Reconvene to Open Session/Report from Closed Session**

Minutes:

The meeting reconvened to Open Session at 6:42 p.m.

There was no action taken during Closed Session.

#### **III.1. Pledge of Allegiance**

#### **III.2. Student Board Members Reflection on Vision/Mission Statement**

Minutes:

Student Board Member Kafkaloff reflected on the portion of the District Mission Statement regarding "...challenging, rigorous and relevant curriculum that prepares students for college and the world of work" and shared how South Pasadena High School, and Principal Janet Anderson, empower students to stand up for themselves and for that which they believe.

#### **III.3. Ordering and Approval of Agenda**

Minutes:

The Agenda was approved as presented.

### **IV. Communication**

#### **IV.1. PRESENTATION: Selections from the Middle School Musical, The Drowsy Chaperone - Ms. Marion Tompkins**

Minutes:

Superintendent Yantz introduced Ms. Marion Tompkins, Drama teacher at South Pasadena Middle School, whose students performed a song from their musical, The Drowsy Chaperone.

#### **IV.2. PRESENTATION: Alliance of Schools for Cooperative Insurance Programs (ASCIP)**

Minutes:

Mr. Dave Lubs, Assistant Superintendent of Business Services, introduced Mr. Fritz Heirich, Chief Executive Officer for the Alliance of Schools for Cooperative Insurance Programs (ASCIP), who presented the District with a plaque and a check for \$2,000.00, for the District's risk management activities.

#### **IV.3. PRESENTATION: Train Your Brain (TYB) Program Report - Dr. Dennis Lefevre, Executive Director of Student Support Services**

##### **Minutes:**

Dr. Dennis Lefevre, Executive Director of Student Support Services, gave a PowerPoint presentation to update the Board on the Train Your Brain Program at South Pasadena Middle School and South Pasadena High School.

#### **IV.4. PRESENTATION: District Internship Program - Andrea Fox, Career Internship Specialist**

##### **Minutes:**

Mrs. Christiane Gervais, Assistant Superintendent of Instructional Services, introduced Ms. Andrea Fox, Career Internship Specialist, who gave a PowerPoint presentation on the current and planned activities for the District Internship Program.

#### **IV.5. Visitor Comments**

##### **Minutes:**

Mr. Daniel Enright, drama teacher, introduced students from the South Pasadena High School production, Company, who gave a musical performance for the Board.

Ms. Lori Lee, Maya Lee, and Denise Durrett addressed the Board regarding gifted and talented education in the District.

#### **IV.6. Correspondence**

#### **IV.7. Designated Reports from Represented Organizations**

##### **IV.7.a. Teachers' Association of South Pasadena (TASP)**

##### **Minutes:**

Ms. Estela Morales, President of TASP, brought several colleagues to share their thoughts regarding educators and students that make South Pasadena Unified School District a top-notch school district.

#### **IV.8. Board Reports**

##### **Minutes:**

**STUDENT BOARD MEMBER KAFKALOFF:** Ms. Kafkaloff stated that many students spent Spring Break visiting colleges, and reported on the AP Government trip to Washington, DC, the SPeX Assembly, the location of the prom, and the Powder Puff game. Ms. Kafkaloff also stated the Commission Elections began on April 11.

**BOARD CLERK EILERS:** Ms. Eilers informed the Board that the summer school program administered by the South Pasadena Educational Foundation had received WASC accreditation.

**BOARD MEMBER ABAJIAN:** Dr. Abajian attended the City Youth Commission and the Five-Star Education Coalition meeting. Dr. Abajian reported that the Youth Commission would hold a Senior Prom for the senior citizens in the community. Dr. Abajian also the SPEF Color Festival fundraiser, and thanked SPEF for all of their hard work to support students and the schools. Dr. Abajian also attended the South Pasadena Chinese-American Club annual fundraiser and co-taught a College Knowledge Seminar at the high school, sponsored by Los Vecinos de South Pasadena, and Dr. Abajian personally thanked Genoveva Cortes, who headed the workshop series, and Vecinos de South Pasadena for sponsoring the event. Finally, Dr. Abajian acknowledged that April marked the 101st commemoration of the Armenian genocide, and she gave a brief history of the event.

**BOARD MEMBER PRIMUTH:** Mr. Primuth attended the SPEF Board Meeting and acknowledged the accomplishment of SPEF to receive WASC Accreditation, which means that students from other districts can receive credit for classes taken through SPEF summer school. Mr. Primuth announced the SPEF Parti Gras to be held on May 21st, and informed the Board that he attended the Five-Star Education Coalition meeting where the Coalition intends to lobby on the state level for education funding. Mr. Primuth attended the Chinese-American Club banquet and the Council PTA/District Special Needs Conference. Mr. Primuth thanked the TASP teachers that spoke earlier in the meeting and the teachers in general for all they have done.

**BOARD PRESIDENT GIULIONI:** Ms. Giulioni picked up on the these presented by TASP President Estela Morales introduced regarding the generosity of teachers, notably Ms. Mary Ann Nielsen, high school teacher and organizer of the Close Up field trip to Washington, DC. Ms. Giulioni also noted the generosity of constituents, and reported how she and Business Assistant Superintendent Dave Lubs met with two community members whose want to be involved and care about the schools although their children are gone. Ms. Giulioni also remarked on the generosity of organizations like SPEF but also the Oneonta Club, Kiwanis, Vecinos de South Pasadena, and the South Pasadena Chinese-American Club that provide so much support for students. Ms. Giulioni attended the Special Needs Conference as well as their follow up meeting. Ms. Giulioni thanked the teachers for being a part of the generous community that allows the children of South Pasadena to thrive.

#### **IV.9. Superintendent's Report**

##### **Minutes:**

Dr. Geoff Yantz, Superintendent, congratulated the drama teachers and students, and he commented on the High School Decathlon team placing first for two years in a row, the success of the Skills USA team and the gold medal award-winning Tiger Newspaper. Dr. Yantz also extended his appreciation to High School track coach, C.B. Richards, who hosted a very successful international track meet. Dr. Yantz visited the computer lab at Arroyo Vista Elementary School, where a three-dimensional virtual tour took place, and he thanked Mr. David Speck, the District Technology Integration Coach, for organizing the project. Dr. Yantz thanked Instruction Assistant Superintendent Christiane Gervais and Career Internship Specialist Andrea Fox for their presentation earlier in the meeting and for starting the program from scratch. Dr. Yantz shared that he has begun a series of presentations on the prospective bond measure that the Board may be considering, and that he is looking forward to getting feedback.

#### **IV.10. Instruction/Student Achievement Update**

**Minutes:**

Ms. Christiane Gervais, Assistant Superintendent of Instructional Services thanked the administrators and teachers at Arroyo Vista and Monterey Hills Elementary Schools for preparing for the Gold Ribbon site visits. Ms. Gervais also participated in the Google Expeditions event at Arroyo Vista and gave the Board more information about the program.

#### **IV.11. Human Resources Update**

**Minutes:**

There was no Human Resources Update.

#### **IV.12. Business Services Update**

**Minutes:**

There was no Business Services Update.

### **V. Reports/Discussions/Informational Items**

#### **V.1. Review of Board Governance Protocols**

**Minutes:**

After discussion, there was consensus for Board members to review the draft document and to funnel changes/recommendations to Board President Giulioni.

#### **V.2. First Reading of New/Revised Board Policies - YANTZ**

**Minutes:**

Superintendent Yantz presented the Board policies and fielded questions and requested changes from the Board.

### **VI. Consent Agenda Items**

#### **VI.1. Approval of Board Meeting Minutes - YANTZ**

**Motion Passed:** Dr. Geoff Yantz, Superintendent, recommends that the Board of Education approve the minutes from the March 8, 2016 Board meeting, as presented. Passed with a motion by Dr. Suzie Abajian and a second by Ms. Elisabeth Eilers.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

**Minutes:**

The minutes were amended to add a statement to the Board Report of Board Member Abajian.

## **VI.2. Approval of ASB Financial Reports - LUBS**

**Motion Passed:** Dave Lubs, Assistant Superintendent of Business Services, recommends that the Board of Education approve the income, expense and the balance sheet statements for the South Pasadena High School Associated Student Body (ASB) organization, as presented in the attachment. Passed with a motion by Ms. Elisabeth Eilers and a second by Mr. Jon Primuth.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

## **VI.3. Ratification of Purchase Orders - LUBS**

**Motion Passed:** Dave Lubs, Assistant Superintendent of Business Services, recommends that the Board of Education ratify the purchase orders issued between February 29, 2016 through March 31, 2016 totaling \$726,282.97. Passed with a motion by Ms. Elisabeth Eilers and a second by Mr. Jon Primuth.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

## **VI.4. Ratification of Commercial Warrants - LUBS**

**Motion Passed:** Dave Lubs, Assistant Superintendent of Business Services, recommends that the Board of Education ratify the commercial warrants issued from February 23, 2015 through March 25, 2016. These warrants total \$1,537,586.65. Passed with a motion by Mr. Jon Primuth and a second by Dr. Suzie Abajian.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

## **VI.5. Approval to Renew LACOE Contract for Network Services and Support - LUBS**

**Motion Passed:** Dave Lubs, Assistant Superintendent of Business Services, recommends the renewal of LACOE Contract #C-15972:16:19 for Network Services and Support. LACOE will continue to provide access and support via their network, which is established and maintained directly by LACOE. Passed with a motion by Ms. Elisabeth Eilers and a second by Mr. Jon Primuth.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni

Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

#### **VI.6. Approval of Change Order of Contract with PMC - LUBS**

**Motion Passed:** Dave Lubs, Assistant Superintendent of Business Services, recommends the approval of the change order for additional services needed to finalize the EIR for the Mission Street Project. Passed with a motion by Ms. Elisabeth Eilers and a second by Mr. Jon Primuth.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

#### **VI.7. Approval of Proposal for NIC to Provide Security Camera Installation - LUBS**

**Motion Passed:** Dave Lubs, Assistant Superintendent of Business Services, recommends that the Board of Education approve the proposal which will add additional cameras to five district sites to augment student and staff safety, reduce property damage, and act as a deterrent to vandalism. Passed with a motion by Ms. Elisabeth Eilers and a second by Mr. Jon Primuth.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

#### **VI.8. Approval of Purchase of the Palo Alto Network Security Hardware - LUBS**

**Motion Passed:** Dave Lubs, Assistant Superintendent of Business recommends that the Board of Education approve the purchase of the Palo Alto Network Security device, along with consulting services for installation and set up, as presented. Passed with a motion by Ms. Elisabeth Eilers and a second by Mr. Jon Primuth.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

#### **VI.9. Approval of EasyTurf Proposal to Furnish and Install Synthetic Turf Playground & Kindergarten Tricycle Track at Monterey Hills Elementary - LUBS**

**Motion Passed:** Dave Lubs, Assistant Superintendent of Business Services, recommends that the Board of Education approve the EasyTurf Proposal to furnish and install synthetic turf playground and kindergarten tricycle track at Monterey Hills Elementary School. Passed with a motion by Dr.



Suzie Abajian and a second by Ms. Elisabeth Eilers.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

#### **VI.10. Approval of Equipment Lease with Brown United for Visitor Bleachers at South Pasadena High School - LUBS**

**Motion Passed:** Dave Lubs, Assistant Superintendent of Business Services, recommends that the Board of Education approve the Equipment Lease between the District and Brown United for the rental of visitor bleachers for South Pasadena High School. Passed with a motion by Ms. Elisabeth Eilers and a second by Mr. Jon Primuth.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

#### **VI.11. Approval of Consultant Report dated April 12, 2016 - LUBS**

**Motion Passed:** Dave Lubs, Assistant Superintendent of Business Services, recommends that the Board of Education approve the Consultant Report dated April 12, 2016. Passed with a motion by Ms. Elisabeth Eilers and a second by Mr. Jon Primuth.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

**Motion Passed:** Dave Lubs, Assistant Superintendent of Business Services, recommends that the Board of Education approve the Consultant Report dated April 12, 2016. Passed with a motion by Ms. Elisabeth Eilers and a second by Mr. Jon Primuth.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

#### **VI.12. Approval of Conference Report dated April 12, 2016 - REED**

**Motion Passed:** Karen Reed, Assistant Superintendent, Human Resources, recommends that the Board of Education approve the Conference Report dated April 12, 2016. Passed with a motion by



Ms. Elisabeth Eilers and a second by Mr. Jon Primuth.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

#### **VI.13. Approval of Personnel Report dated April 12, 2016 - REED**

**Motion Passed:** Karen Reed, Assistant Superintendent, Human Resources, recommends that the Board of Education approve the Personnel Report dated April 12, 2016. Passed with a motion by Ms. Elisabeth Eilers and a second by Mr. Jon Primuth.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

#### **VI.14. Approval of Williams/Valenzuela/CAHSEE Lawsuit Settlement Quarterly Report on Uniform Complaints - GERVAIS**

**Motion Passed:** Ms. Christiane Gervais, Assistant Superintendent of Instructional Services, recommends that the Board of Education approve the Williams/Valenzuela/CAHSEE Lawsuit Settlement Quarterly Report on Uniform Complaints for the third quarter, dated from January 1, 2016 to March 31, 2016. No complaints were registered with the Office of Instruction during this period. Passed with a motion by Ms. Elisabeth Eilers and a second by Mr. Jon Primuth.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

#### **VI.15. Ratification of Overnight Trip for South Pasadena High School (SPHS) Key Club students to participate in the Key Club Convention, DCON, in Sacramento, California from April 8-10, 2016 - GERVAIS**

**Motion Passed:** Christiane Gervais, Assistant Superintendent of Instructional Services, recommends that the Board of Education ratify the overnight trip request for two SPHS Key Club students and one chaperone to travel to Sacramento, California from April 8-10, 2016, to attend DCON, a Key Club convention. Passed with a motion by Ms. Elisabeth Eilers and a second by Mr. Jon Primuth.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke

Yes Mr. Jon Primuth

#### **VI.16. Approval of Non-Public School Placement and Parent Reimbursement for Travel - LEFEVRE**

**Motion Passed:** Dr. Dennis Lefevre, Executive Director of Student Support Services, recommends that the Board of Education approve placement for a high school student to attend Heritage School, a residential non-public school in Utah, for the remainder of the 2015-2016 school year. The cost of tuition is \$36,018 and will be paid from Resource Code 65000.0. Student previously attended a residential non-public school in Utah. Passed with a motion by Ms. Elisabeth Eilers and a second by Mr. Jon Primuth.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

#### **VI.17. Approval of Parent Mileage Reimbursement LEFEVRE**

**Motion Passed:** Dr. Dennis Lefevre, Executive Director of Student Support Services, recommends that the Board of Education approve mileage reimbursement to the parent of a special education high school student who attends a non-public school in Los Angeles. The total payment for mileage reimbursement for daily round-trip costs for the 2015-2016 school year will not exceed a total of \$1,200. Passed with a motion by Ms. Elisabeth Eilers and a second by Mr. Jon Primuth.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

### **VII. Action Items**

#### **VII.1. Approval of New and Revised Board Policies - YANTZ**

**Motion Passed:** Dr. Geoff Yantz, Superintendent, recommends that the Board of Education approve the new and revised Board policies, as presented. Passed with a motion by Ms. Elisabeth Eilers and a second by Ms. Julie Giulioni.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

**Motion Passed:** Dr. Geoff Yantz, Superintendent, recommends that the Board of Education

approve the new and revised Board policies, as presented. Passed with a motion by Ms. Elisabeth Eilers and a second by Ms. Julie Giulioni.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

#### **VII.2. Approval of Resolution #2015-2016-12: Declaration of Indefinite Salaries for Management, Confidential and Unrepresented Employees 2016-2017 - LUBS**

**Motion Passed:** Dave Lubs, Assistant Superintendent of Business Services, recommends the approval of Resolution 2015-2016-12: Declaration of Indefinite Salaries for Management, Confidential, and Unrepresented Employees for the 2016-2017 fiscal year. Passed with a motion by Mr. Jon Primuth and a second by Ms. Elisabeth Eilers.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

#### **VII.3. Approval to Re-Issue Stale Dated Check - LUBS**

**Motion Passed:** Dave Lubs, Assistant Superintendent of Business Services, recommends that the Board of Education approve the re-issuance of stale dated payroll check in the amount of \$50.26 to Ms. Shirley Lorraine Adams. Passed with a motion by Ms. Elisabeth Eilers and a second by Mr. Jon Primuth.

Yes Dr. Suzie Abajian  
Yes Ms. Elisabeth Eilers  
Yes Ms. Julie Giulioni  
Absent Dr. Michele Kipke  
Yes Mr. Jon Primuth

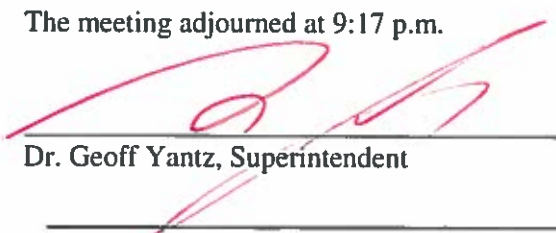
#### **VIII. Discussion of Items for Next for Future Board Meetings**

#### **IX. Comments from the Board**

#### **X. Adjournment**

Minutes:

The meeting adjourned at 9:17 p.m.



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Dr. Geoff Yantz, Superintendent