

LA HABRA CITY SCHOOL DISTRICT
Minutes of the Regular Board of Education Meeting
Washington Middle School
716 E. La Habra Blvd.
La Habra, CA 90631
March 8, 2018

Board Members Present	Ida MacMurray, President Cynthia Aguirre, Vice President/Clerk Sandi Baltes, Board Member John A. Dobson, Member Ofelia Hanson, Member
Administrators Present	Joanne Culverhouse, Superintendent Teresa Egan, Associate Superintendent, Human Resources Sheryl Tecker, Assistant Superintendent, Educational Services. Christeen Betz, Chief Business Official
Work/Study Session	A work/study session began at 4:30 p.m. Dr. Egan, Associate Superintendent, Mrs. Cracco, Transitional Kindergarten Teacher, and Mrs. Putnam, Academic Coach reported on the 2016-17 Early Development Index (EDI). All Kindergarten teachers are provided with a survey that allows them to measure the five domains of the students' readiness. Mrs. Cracco reviewed the five domains of Physical health and Well-being, Social Competence, Emotional Maturity, Language & Cognitive Development, and Communication skills and general knowledge. Dr. Egan shared the 2017 EDI percentages of children that are ready for kindergarten within the city. In a comparison chart of children not on track and on track by development domain, the percentages did not show a big jump from 2014 to 2017, with the exception of a 6% increase in social competence for those children on track. Mrs. Putnam explained that on February 28 th , Arbolita, Ladera Palma, and El Cerrito had a meeting to create an action plan based on each schools' specific data. They reviewed each domain and the risk percentages for each. Future EDI meetings were scheduled for March 9 th with Las Lomas and March 16 th with Ladera Palma.
Formal Call to Order	Board President Ida MacMurray made the Formal Call to Order at 5:00 p.m.
Public Comment on Closed Session Items	Following no public comment, Trustees adjourned to closed session.
Second Call to Order Regular Meeting	Board President Ida MacMurray called the Regular Meeting of the Board of Education to order at 6:07 p.m.
Pledge of Allegiance to the Flag	Board President Ida MacMurray asked Monica Killen, Ph.D. to lead the pledge of allegiance to the flag.
Report from Closed Session	None
Adoption of the Agenda	On a motion made by John Dobson, and a second to the motion by Ofelia Hanson unanimously adopted the agenda for March 8, 2018.

Approval of Minutes of the Regular Meeting	On a motion made by Ofelia Hanson, and a second to the motion by Cynthia Aguirre, Trustees unanimously approved the Special Meeting minutes of January 30, 2018 and the Regular Meeting minutes of February 8, 2018 as attached. ¹
Correspondence	None
Public Interest	<p>Students from Mr. Hyun's Physical Education class shared their basketball dribbling skills. Mrs. Goellrich explained that through the United Way grant, Walnut School has been able to provide the students a healthier lifestyle through exercise and healthy eating choices. She explained that the grant was put in place to help reduce the BMI numbers at Walnut. Mr. Hyun has been working closely with the students to improve their fitness test results. The students are tested three times a year, in seven different areas. This year the students were tested in January and showed increased results in upper body strength. Thanks to Mr. Hyun and the United Way grant, the students at Walnut are showing better BMI results and healthier lifestyles.</p> <p>Dr. Carlos, Director of Communication & Special Projects, and Dr. Lopez, Washington Middle School Principal provided an update on the La Habra City School District Reconfiguration Task Force. The Task Force met this week and confirmed that placement for all sites have been completed. Decisions on placements were based on the agreed upon Memorandum of Understanding (MOU) between LHEA and the District Bargaining Team. An MOU was also agreed upon between CSEA and the District. The next steps are to confirm the placement process for classified employees, prepare and distribute intradistrict transfer letters of acceptance to parent by April 2nd, and work on the organization of teacher classroom moves.</p>
Public Comment	<p>The following public comment was made:</p> <ul style="list-style-type: none"> Monica Killen Ph.D., Representative from Senator Josh Newman's Office presented a Certificate of Recognition to the La Habra City School District 12th Annual Literacy Fair for promoting literacy, health, and nutrition to over 8,000 children aged 0 – 8 years old over the last twelve years.
Consent Calendar Action Item:	<p>On a motion made by Sandi Baltes, and a second to the motion made by Cynthia Aguirre, Trustees unanimously approved the Consent Calendar as attached to these minutes:</p> <p>Educational Services</p> <ul style="list-style-type: none"> ➤ Contracts² ➤ Staff Development³ <p>Business Services</p> <ul style="list-style-type: none"> ➤ Contracts⁴ ➤ Field Contracts⁵ ➤ Memberships⁶ ➤ Expenditures⁷ ➤ Donations⁸ <p>Personnel Services</p> <ul style="list-style-type: none"> ➤ Extra Earnings⁹ ➤ Separations/New Hires¹⁰ ➤ Change of Status¹¹

GENERAL MATTERS Action Item: 2018 California School Boards Association Delegate Assembly	After a motion made by Cynthia Aguirre, and a second to the motion made by Ofelia Hanson, Trustees discussed the ballot to be submitted to elect candidates for the 2018 California School Boards Association (CSBA) Delegate Assembly. Trustees unanimously voted to cast the ballot for five candidates for the 2018 CSBA Region 15 Delegate Assembly as attached to these minutes. ¹²
Action Item: Countywide Expulsion Plan	On a motion made by Ofelia Hanson, and a second to the motion made by Sandi Baltes, Trustees approved the 2018-2021 Countywide Expulsion Plan as attached to these minutes. ¹³
Instruction and Personnel Action Item: Adoption of Tk-5 th Grade Math Textbook	After a motion made by Ofelia Hanson, and a second to the motion made by John A. Dobson, Dr. Sheryl Tecker provided a summary of the Bridges Math adoption. The estimated cost of the adoption for the first year will not be more than \$300,000, with an ongoing two-year cost of \$50,000 per year. Trustees unanimously approved the Tk-5 th grade Math textbook adoption of Bridges as attached to these minutes. ¹⁴
Action Item: Resolution #2-2018	<p>The following public comment was made regarding item 14-b:</p> <ul style="list-style-type: none"> • Mika Cross-Sepulveda, CSEA Chapter #135 President, expressed her concern regarding the relationship between the classified bargaining group and the District. She asked for transparency and urged the decision makers to maintain the Task Force Mission statement, and interest based bargaining methods. <p>After a motion made by Sandi Baltes, and a second to the motion made by John A. Dobson, Dr. Cammie Nguyen explained how the District looked at many options prior to making the decision to bring the layoff resolution forward. The District understands the gravity of the 27 layoffs and explained how the decision did not come lightly. They looked at a variety of things and tiered systems of supports, countywide averages for student-staff ratios, and sustainability of current staffing ratio. With the reconfiguration, the program needs will be changing which also reflects staffing. She encouraged staff to reach out to her or Mrs. Argomaniz in regards to any concerns that they may have. Dr. Culverhouse also stated that the District will make changes when going into future negotiation sessions, so that both parties receive and agree upon an agenda.</p>
Action Item: Resolution #3-2018	On a motion made by Ofelia Hanson, and a second to the motion made by John A. Dobson, Trustees unanimously approved the adoption of Resolution #3-2018 to Layoff Certain Certificated and Administrative Employees due to a Reduction or Lack of Service for Particular Kinds of Programs as attached to these minutes. ¹⁵
Action Item: Approval of New Certificated Job Descriptions	After a motion made by Ofelia Hanson, and a second to the motion made by Sandi Baltes, Dr. Egan explained that these positions are needed as part of the candidacy requirement for International Baccalaureate (IB). Trustees unanimously approved the two new certificated job descriptions for IB – Middle Years Program and IB – Primary Years Program as attached to these minutes. ¹⁶
Business Matters Action/Information Item: Certification of Second Interim Financial Report	After a motion made by Ofelia Hanson, and a second to the motion made by Sandi Baltes, Christeen Betz, Chief Business Official, provided an update on the 2017-18 Second Interim. The Board of Education's LCAP Goal #2 is to make sure that the District is reporting a positive certification, which means we will maintain fiscal solvency for the current and two subsequent fiscal years. Mrs. Betz reviewed noteworthy trends that included student enrollment, change in average daily attendance (ADA), operational costs, and pension reform. She shared slides that

	<p>showed a year-to-date loss in student enrollment of 793 and projections, which indicate an additional decline of 313 students through 2020-21. From 2010-11 to 2020-21 the district will lose 1,073 ADA which is equivalent to \$10.7 million. She compared the basic operational costs versus the amount of additional LCFF that the District will receive. Next year the District will be fully funded, if the Governor's budget remains, but because of the loss of ADA and increase in pensions, the additional money will not be able to cover all the operational costs. Mrs. Betz reviewed the multi-year budget assumptions for the restricted and unrestricted funds. She explained that in the Governor's January proposal the District should be fully funded beginning in the 2018-19 school year. This will give the District an additional \$620,000, and one-time discretionary funding of \$295 per ADA or \$1.3 million. She noted that this amount has not been included in the second interim budget as advised by the Orange County Department of Education (OCDE) and Department of Finance until it is actually approved. The changes in GAP funding rate have drastically changed with 100% for 2018-19 and 100% for 2019-20. Mrs. Betz also reviewed the revenues and expenditures for 2017-18, 2018-19, and 2019-20. In the multi-year projection the District will be deficit spending (\$484,989) for 2108-19 and (\$2,615,881) for 2019-20. She explained that for every year that the District is deficit spending, we will be required to back-fill the money, which comes from reserves. She explained that many districts are in the same situation with increased costs in pensions and declining enrollment. She explained that with LCFF fully funded in 2018-19, K-12 districts will only see nominal increases in funding. Increases will be based on cost of living adjustments. The district is declining in enrollment and the annual funding changes do not cover the rising costs of basic operations. The District needs to find ways to earn more revenue and take advantage of the cost savings opportunities. OCDE and the Department of Education both recommend that districts maintain a reserve level much higher than the 3%. The recommended reserve is 17%, which seems very high, but with the increase in deficit spending, this helps to make sure that we are saving for the rainy day. Trustees unanimously approved the Second Interim Financial Report as attached to these minutes.¹⁷</p>
Board/Superintendent Comments	<p>Board Member Dobson attended the recent LCAP meeting and felt it was very beneficial. He is looking forward to hearing the recommendations. Board Member Baltes commended Walnut School on the wonderful things they are doing for health and wellness. Board President MacMurray thanked Senator Newman's office for recognizing the Literacy Fair. She attended the Literacy Fair and was impressed on all of the wonderful programs available through School Readiness. Dr. Culverhouse thanked the audience for attending the Board meeting. She informed Trustees that the next SchoolNews Roll Call article will focus on school safety and wellness.</p>
Board Member Requests for Information and/or Possible Future Agenda Items	<ul style="list-style-type: none"> • Safe Schools Review
Adjournment	<p>Board President Ida MacMurray announced that the next meeting will be held on April 12, 2018 at the District Office Board Room at 6:00 p.m. There being no further business meeting items before the Board, on a motion made by John A. Dobson, and a second to the motion by Ofelia Hanson the meeting was adjourned at 7:05 p.m.</p>
Board Minutes Approved:	<p>April 12, 2018</p>


Joanne Culverhouse, Ed.D.
Secretary to the Board

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- ¹ Approval of Minutes
 - ² Contracts – Ed Services
 - ³ Staff Development
 - ⁴ Contracts – Business Services
 - ⁵ Field Contracts
 - ⁶ Memberships
 - ⁷ Expenditures
 - ⁸ Donations
 - ⁹ Extra Earnings
 - ¹⁰ Separations/New Hires
 - ¹¹ Change of Status
 - ¹² CSBA 2018 Delegate Assembly
 - ¹³ 2018-2021 Countywide Expulsion Plan
 - ¹⁴ Adoption of Math Textbooks Tk-5th
 - ¹⁵ Resolution #3-2018/Certificated and Administrative Layoff
 - ¹⁶ New Certificated IB Job Descriptions
 - ¹⁷ Second Interim Financial Report