

LA HABRA CITY SCHOOL DISTRICT
Minutes of the Regular Board of Education Meeting
District Office
500 N. Walnut Street
La Habra, CA 90631
April 12, 2018

Board Members Present	Ida MacMurray, President Sandi Baltes, Board Member John A. Dobson, Member Ofelia Hanson, Member
Board Members Absent	Cynthia Aguirre, Vice President/Clerk
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	<p>Work/Study Session began at 4:00 p.m. Child Welfare and Wellness Coordinator, Mike McElroy provided an update on the Wellness Committee. Each year the committee will review the Wellness policy and make a presentation to the Board of Education. The committee meets quarterly, disseminates information and provides professional development. Each school will have one representative attend each meeting. The Wellness representatives will ensure that their school complies with policy and meets state and federal requirements. Mr. McElroy reviewed the responsibilities for all sites in regards to nutrition and physical education. He compared district data, showing that healthy fitness zones have increased and high risk is below Buena Park school district, but not yet, where we want it to be. The Wellness policy also helps to prevent bullying with physical education teachers and staff serving as positive role models and mentors. Tracy Bryars, St. Jude Medical Center Manager of the Healthy Communities Initiative thanked the District for their School Wellness Support since 2014. St. Jude has invested over \$145,000 in support of student health and wellness. In collaboration with Orange County Department of Education, the districts seven elementary schools applied for the Alliance for Healthier Schools Initiative, which no other Orange County school has been recognized for. Ms. Bryars reviewed many of the wellness programs that have been implemented over the past four years; Lunchtime Exercise Activity Program (LEAP), Move More Eat Healthy, Fit Kid Centers, Hydration Stations, Smarter Lunch Rooms, and yesterday's ribbon cutting ceremony at Imperial for the new Exercise Equipment. Janice Price, Program Specialist from Orange County Department of Education explained why La Habra City School District has been provided with the extra wellness support. She also provided details on the Fuel Up to Play 60 Grants, where our seven elementary schools each received up to \$4,000. As a part of the agreement with United Way, Walnut School has developed its first school site Wellness Committee which meets on the first Wednesday of the month, students received Walk to School Wednesday t-shirts and a storage container for their P.E. equipment. Ms. Price reviewed the Harvest of the Month and the Healthy School Initiative program available to our K-6 students. The Padres in Action program has been a huge success. The program allows parents to get involved three days a week during physical education. It also provides healthy eating tips for parents to use at home. Cheryl Eubanks, Food Services Director explained how the District is working to increase student participation and excitement in healthy eating. The District has implemented</p>

	<p>Second Chance Breakfast, which is offered in the morning before school and again during the morning recess. This program gives students the opportunity to enjoy breakfast at recess if they did not eat before school. Currently Second Chance Breakfast is offered at five sites. Since the implementation of the Second Chance Breakfast, there has been an increase in student participation. In January 2018, Walnut and Las Positas began serving Second Chance Breakfast and lunch after recess and noticed an increase in lunch participation as well. Mrs. Eubanks reviewed the Breakfast Expansion Grant, which has allowed the purchase of more refrigeration and freezers and additional computers at the middle schools to assist in moving the lines faster. Michael Hyun, Physical Education Teacher at Walnut School went over the events that took place at Walnut during Wellness week, March 5th – 9th. The P.E. program at Walnut is three times per week for a total of 120 minutes. Every week there are two 50-minute classes and a 20-minute class on Fridays. The focus of the program is on physical fitness while creating fun and engaging lessons through gamification and challenges. Mr. Hyun reviewed the testing components of the program and the tests that are used as assessments to help guide the students. He also reviewed the fitness gram results from fall and winter of 2017. Walnut programs that coincide with P.E. include Wildcat P.E. homework challenges, Fitness Fridays, Walk to School Wednesdays, Physical Fitness at Recess, and Kids Run the O.C. Jessica Stout-Ryder, Physical Education Teacher from Imperial Middle School will oversee the Wellness Program for the 2018-2019 school year.</p>
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 6:04 p.m.
Pledge of Allegiance to the Flag	Board President Ida MacMurray asked student Michelle Vasquez to lead the pledge of allegiance to the flag.
Report from Closed Session	In closed session, the Board voted 4 to 0 to approve the recommendation of the Administrative hearing Panel for the suspended expulsion of student #1207245 from the La Habra City School District for the remainder of the 2017-18 school year and the fall semester of the 2018-19 school year.
Adoption of the Agenda	On a motion made by John A. Dobson, and a second to the motion by Ofelia Hanson unanimously adopted the agenda for April 12, 2018.
Approval of Minutes of the Regular Meeting	On a motion made by Sandi Baltes, and a second to the motion by John A. Dobson, Trustees unanimously approved the Regular Meeting minutes of March 8, 2018 as attached. ¹
Correspondence	None

Public Interest	<p>Jill Patterson, Senior Branch Manager of the La Habra Library reviewed the many wonderful free programs offered at the library. One of those programs new to the library this year is “1,000 Books before Kindergarten”. This program encourages parents to read aloud to their children from birth to kindergarten. She explained the importance of reading 15 minutes every night to a child. The library provides a bookmark to each family that participates in the program, and after 100 books have been read they can bring the bookmark in to the library to redeem a prize. She also explained that the library is collaborating with Washington Middle School on the Book to Action grant.</p> <p>Las Positas Student Ambassadors presented on the many wonderful things they are doing. There are currently 121 Ambassadors from 3rd – 5th grade. Every Tuesday the Press Ambassadors work on the monthly school newsletter, Friday’s they collect trash for Operation Trash group, and at recess, two days a week, the peer tutors help students who need assistance with their homework. The Ambassadors also help Mrs. Hensley with morning announcements and plan fun school wide events and assemblies. This year the Hero Squad had a sock drive to help the homeless, and they also raised over \$480 with Pennies for Patients for the Leukemia and Lymphoma Foundation. The Environmental Ambassadors shared their current project on the efforts to save the Monarch Butterflies. Las Positas school became a Monarch Waystation by planning insecticide free milkweed and nectaring plants. They have been talking to family and friends about the problems facing Monarch butterflies and how to help set up waystations. The Ambassadors are collecting coins to donate to a Butterfly sanctuary. The Ambassadors challenged all LHCS schools and District office to become a “Butterfly Waystation”. To register as a waystation and help save one butterfly at a time go to https://www.monarchwatch.org.</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. Parents have received their Intradistrict Transfer Certificate of Acceptance. The community give-away dates have been confirmed and promoted via flyers, tele-parent, district website, Twitter, and Facebook. Dr. Tecker provided an overview of the collaboration with the City and Collaborative. Prior to the move, they reviewed ways to reduce some of the items that are in the classrooms. The community will volunteer to help our staff clean out and box up old materials and items they will no longer need. Three dates have been set up through “I Love La Habra” for this clean up event. A Memorandum of Understanding (MOU) has been signed between LHEA and the District Bargaining Team for extra earnings and an additional half-day prep for the start of the new year. CSEA ratified an MOU today on the application process for classified utility workers to assist teacher moves. The next steps in the reconfiguration process is for classified employee placement, organization of teacher classroom moves, end of year BBQ celebration planning, and continuing efforts to keep all stakeholders informed.</p>
Public Comment	<ul style="list-style-type: none"> • No Public Comment
Consent Calendar Action Item:	<p>After a motion made by John A. Dobson, and a second to the motion by Sandi Baltes, clarification was then provided regarding the educational contracts. Trustees unanimously approved the consent calendar, with Ofelia Hanson abstaining her vote from item 12-b-1 as attached to these minutes:</p>

	<p>Educational Services</p> <ul style="list-style-type: none"> ➤ Contracts² ➤ Staff Development³ ➤ University Affiliation Agreements⁴ <p>Business Services</p> <ul style="list-style-type: none"> ➤ Contracts⁵ ➤ Field Contracts⁶ ➤ Expenditures⁷ <p>Personnel Services</p> <ul style="list-style-type: none"> ➤ Extra Earnings⁸ ➤ Separations⁹ ➤ Change of Status¹⁰
<p>GENERAL MATTERS</p> <p>Action Item: Approval of School Nutrition and Fitness Website</p>	<p>After a motion made by Sandi Baltes, and a second to the motion made by Ofelia Hanson, Cheryl Eubanks, Food Services Director provided a presentation on the new School Nutrition and Fitness website. Mrs. Eubanks explained that the website was specifically developed for School Nutrition departments; it is user friendly, colorful, and appealing. It is comprehensive, informative and interactive. The seven pages are customized to fit our District and Food Services department. One of the pages includes a component on nutrition education for teachers, students, and parents to utilize. There are some links for making healthy choices, sport nutrition, and fitness. To coincide with our wellness policy we have added a page specifically for wellness. The website is constantly growing and allows for added modules such as mobile apps, calorie counters, menu boards, and surveys. We are looking forward to utilizing this website, as it will serve as a great resource for staff, students, and parents. Trustees unanimously approved the purchase of a School Nutrition and Fitness Website as attached to these minutes.¹¹</p>
<p>Action Item: Memorandum of Understanding</p>	<p>After a motion made by Ofelia Hanson, and a second to the motion made by John A. Dobson, Trustees unanimously approved the Memorandum of Understanding to participate in the Orange County Integrated Foster Youth Education database as attached to these minutes.¹²</p>
<p>Instruction and Personnel Information/Action Item: First/Second Possible Reading of New Administrative Job Description</p>	<p>After a motion made by Ofelia Hanson, and a second to the motion made by Sandi Baltes, Dr. Egan explained that with Oralia Birakos deciding to go back into the classroom, the District has decided to increase the responsibilities of this position and make it an administrative level position and expand the program. The financial impact of this change is minimal. Trustees unanimously approved the first and second reading of School Readiness Coordinator position as attached to these minutes.¹³</p>
<p>Action Item: First/Second Possible Reading of New Classified Job description</p>	<p>On a motion made by Sandi Baltes, and a second to the motion made by John A. Dobson, Trustees unanimously approved the first and second reading for the Inclusion Assistant position as attached to these minutes.¹⁴</p>
<p>Action Item: Approval of Certificated Early Retirement Request</p>	<p>On a motion made by Ofelia Hanson, and a second to the motion made by Sandi Baltes, Trustees unanimously approved the Certificated Early Retirement request for Tracy Brooks as attached to these minutes.¹⁵</p>

Information Item: Update of Smarter Balanced Assessment Consortium (SBAC)	Dr. Tecker, Assistant Superintendent of Educational Services provided an update on the Smarter Balanced Assessment Consortium (SBAC). In preparation for the SBAC, the district has set up a schedule for the California Assessment of Student Performance and Progress (CAASPP). The tests will consist of ELA, Math, and Science and will be over a period of six weeks from April 2 – May 11. Third through fourth grade have completed Science and sixth through eighth have completed Language Arts. . In preparing for the testing environment, the schools have added pop-up labs, which allows the students to test in their natural learning environment and complete testing in a shorter amount of time. Staff was trained on interim assessments, and designated supports and accommodations. Training on test administration and security is also done annually. Assemblies and special activities have taken place at each school to get the students motivated and “pumped up” to take the test. Dr. Tecker explained that we are in the second year of the California Science Test (CAST) pilot, and the feedback was that the test is a lot longer and harder. Since it is still a pilot, no results are reported, however this year the federal government is requiring that we report to parents the percentage that they got correct. She thanked staff for all of their support in the testing process.
Business Matters Action Item: Final Acceptance of Project #B02-2017 – Best Contracting Services, Inc.	On a motion made by Ofelia Hanson, and a second to the motion made by Sandi Baltes, Trustees unanimously approved the completion of Project #B02-2017 for Best Contracting Services, Inc. as attached to these minutes. ¹⁶
Action Item: Approval of Bid #B02-2018 – HVAC Equipment Replacement at Various School Sites	On a motion made by John A. Dobson, and a second to the motion made by Sandi Baltes, Trustees unanimously approved Bid #B02-2018 for Prop. 39 – HVAC equipment replacement at various sites as attached to these minutes. ¹⁷
Board/Superintendent Comments	<p>Trustees shared recent Open House visits. Walnut and Imperial had a lot of participation from parents. The classrooms were beautiful and staff, parents, and students were all very excited. Imperial’s ribbon-cutting ceremony for the new fitness equipment was great. There are many exciting things happening at all our schools. The Aristocrats play was amazing and the entire program was great. Trustees look forward to seeing these plays done at other schools. They recommended the District look into doing plays at La Mirada theatre.</p> <p>Dr. Culverhouse shared that on Tuesday night the PTA had a collaboration meeting with all sites and administrators to get parents signed up on Aeries. She thanked staff, the city, the collaborative and the chamber for all of the work and support that they have been doing with the reconfiguration. It is great to see everyone working collaboratively. The District is already planning the curriculum and alignment for next year. Dr. Culverhouse thanked the Board for their trust and explained that this reconfiguration could not have happened without their continued support.</p>
Board Member Requests for Information and/or Possible Future Agenda Items	<ul style="list-style-type: none"> Walnut Fitness test by grade level. Trustees would like to see this on a Friday Letter and not as an agenda item.

