


LA HABRA CITY SCHOOL DISTRICT
 Minutes of the Regular Board of Education Meeting
 500 N. Walnut Street, La Habra 90631
 October 8, 2015

Board Members	Board Members Present: John A. Dobson, President Elizabeth Steves, Clerk/Vice President Ida MacMurray, Member Cynthia Aguirre, Member Board Members Absent: Ofelia Hanson, Member (present for Closed Session only)
Administrators	Administrators Present: Susan Belenardo, Superintendent Teresa Egan, Assistant Superintendent Educational Services Karen Kinney, Chief Business Official
Formal Call to Order	The formal call to order of the Board of Education Meeting of the La Habra City School District was called by Board President, John A. Dobson at 5:05 p.m.
Public Comment on Closed Session Items	Following no public comment, Trustees adjourned to closed session at.
Work/Study Session	Trustees began a Work/Study session at 6:10 p.m. Assistant Superintendent, Teresa Egan, reviewed the California Assessment of Student Performance and Progress (CAASP) results. Trustees had discussion regarding concerns and talking points. Suggestions were made on how we can better challenge our students. Board President, John A. Dobson, suggested we have another work study session on the MAP assessment to provide new Trustees more background information. Teresa Egan reviewed the Organization and Planning Surveys. All teachers were surveyed between May 7 th – June 8 th , with 86% of the teachers responding. Topics surveyed included school year experiences, parent engagement and future professional development. The findings from these surveys will be used to inform and enhance continuous improvement efforts. Teresa noted that since 2013, there have been no significant changes in teacher experiences. Between 53% and 96% teachers responses on the survey indicated a positive response to questions related to parent engagement. The survey results indicated teachers are familiar with Differentiated Instruction, GLAD, and Close Reading. Future Professional development interests were related to integrating technology in instruction, Project Based Learning, and Depth of Knowledge. Teacher perceptions of PBIS implementation and their familiarity with Common Core writing strategies have improved since 2013. Teachers also indicated that Close Reading has been effectively implemented at their schools.
Second Call to Order Regular Meeting	Board President, John A. Dobson, called the Regular Meeting of the Board of Education to order at 7:00 p.m.
Pledge of Allegiance to the Flag	Board President, John A. Dobson, asked Michelle Robinson to lead the pledge of allegiance to the flag.
Report from Closed Session	<ul style="list-style-type: none"> • No report from closed session.
Adoption of the Agenda	On a motion made by Elizabeth Steves, and a second to the motion by Ida MacMurray, Trustees unanimously adopted the agenda for October 8, 2015.
Minutes of the Regular Board Meeting of: August 27, 2015	After a motion made by Ida MacMurray, and a second to the motion made by Cynthia Aguirre, Trustees unanimously approved the regular minutes of August 27, 2015 as attached. ¹
Correspondence	Board Clerk/Vice President, Elizabeth Steves reported the following correspondence: <ul style="list-style-type: none"> • Card received from Assistant Superintendent, Teresa Egan, thanking Trustees for their kindness during her difficult time.
Superintendent's and Trustees' Report	Superintendent, Susan Belenardo, welcomed the District's 18 new staff members hired this year. She then introduced the ECO girls from Washington Middle School. Jessica Gallegos, Angeline Dequit, Fiona Paredes, June Kim, Vanessa Canchola, and Alma Spicher gave a presentation on their Lexus ECO Challenge Project. The students are creating a master plan for conserving water and raising water usage awareness. The

	<p>goal us to reduce the school’s average water usage by 30%. The students have named themselves the “Water Guardians”. They have a month to develop their plan so that they apply to receive a \$10,000 grant. Their plan includes hosting a dance to raise money and awareness, replace some areas of sod with drought resistant plants, and clean the lunch benches with rags and electric blowers rather than hosing them down, and co-host with the WMS Pals class, an informational assembly conserving water. The Water Guardians hosted a dance and were able to raise over \$600 to help fund their project. The students discussed the layout of the plan which they developed with the help of Grounds Supervisor, Bert Cota. The plan is to change the area in front of the school from sod to a drought resistant garden by using drought resistant plants, rocks, and walk-on bark to decrease the overall amount of water used. They shared a beautiful drawing of what their area will look like once completed. The students also pointed out problems of water wasting and how to solve these problems. The current faucets use approximately one gallon of water for every two students. By switching to electronic faucets the students estimate that they can save over 11,625 gallons of water per school year. Another area of concern was the toilets currently being used. Each flush uses three gallons of water, however if they are replaced with low-flow toilets they can decrease water usage to 1.28 gallons per flush. The Water Guardians are hoping they can be models for not only their school site, but the District, County and State as well. They will continue to have a few more fundraisers to help raise additional money, and are asking for the Board to support them with their Lexus ECO Challenge project.</p> <p>Dr. Belenardo shared the September La Habra Journal article which featured a “School is In” section as well as information on our Fit Kid Centers at all K-5 schools. There was information on the District’s annual welcome back breakfast for certificated staff. In the Moving to Fitness article there was mention of this year’s guest speaker, Jim Salas, creator of the SPARK Physical Education program. Major milestones were also shared in the article as the District honored Bea Betley for her 35 years of service, and Wyteria Perry, Shari Casey and Hilda Lord for their 40 years of service to students in our District. The article included a special thank you to Mike Chavez and the La Habra Rotary for their backpack donations and Laura Foster for providing every student at Walnut School with a binder and school supplies.</p>
<p>Public Comment</p>	<p>Board President, John A. Dobson, recognized those persons wishing to address the Board on public comment:</p> <ul style="list-style-type: none"> • Nevaeh Talavera, student – Nevaeh, a seven year old student spoke about her Little Free Libraries that she places in all La Habra city parks. She is asking for any donations to her gofundme account to help continue offering free library books to the community. • Joe Luna, parent – Thanked the staff from Las Lomas and Ladera Palma for the positive experience they had as parents since there son enrolled in LHCS. Staff allowed them to prepare for their child’s success as he entered school. A special recognition was individually made to Heidi Dyreson, Whitney Reeve, Helen Fernandez, Maria Mullaney, Jessica Henson, Lauren Landre, Kathryn Mayfield, Pam Cunningham and George Lopez.
<p>General Matters Action Item: Consent Calendar</p>	<p>After a motion made by Elizabeth Steves, and a second to the motion made by Cynthia Aguirre, Trustees were given clarification on the contracts page regarding Communication Resources. Trustees unanimously approved all items listed in the Consent Calendar.</p> <ul style="list-style-type: none"> ➤ Approval of Independent Contractor Agreements as attached to these minutes.² ➤ Approval of Staff Development for designated employees to attend conferences/workshops as attached to these minutes.³ ➤ Approval of 2015-2016 Membership renewals as attached to these minutes.⁴ ➤ Approval of Certificated and Classified resignations and ratification of new hires as attached to these minutes.⁵ ➤ Approval of Employee Change of Status as attached to these minutes.⁶ ➤ Approval of extra pay requests per employee’s contract’s provisions and Education Code requirements as attached to these minutes.⁷ ➤ Approval of the La Habra Mayor’s Task Force Red Ribbon celebration and banner.⁸ ➤ Approval of the Expenditures Report as attached to these minutes.⁹
<p>General Matters Information Item: Enrollment Report</p>	<p>Superintendent, Susan Belenardo, provided a report on the current enrollment period. The district is down by twelve students since the last report in August and we are down 100 students from last year’s CBEDS report, which is less than the projected numbers. Dr. Belenardo explained that the District is still at a good place, but would always like to see the numbers grow. With all of the current changes made, class size numbers look good.</p>

Action Item: Extend Term of Superintendent's Employment Agreement	After a motion made by Elizabeth Steves, and a second to the motion made by Ida MacMurray, Board President John A. Dobson explained that this is part of the process to extend the agreement for the Superintendent. Trustees met in closed session in August and completed the evaluation with a satisfactory status. Trustees unanimously agreed to approve the Fourth Amendment to extend the Term of the Superintendent's employment agreement for one additional year to June 30, 2019 as attached to these minutes. ¹⁰
Information Item: Proposed revision to Board Policies – First Reading	Superintendent, Susan Belenardo, explained that the proposed revisions are based on the quarterly recommendations made by the California School Boards Association (CSBA), due to new laws or changes in the Education Code. She explained that we will strike out the old and place the new updated language in italics so that Trustees can see what is updated. This process helps to make sure we are following all of the legal requirements. She explained that this is a first reading the board policies will be brought back for a second reading and approval at the next meeting.
Information Item: Revised Administrative Regulation 6145	Superintendent, Susan Belenardo, explained again that CSBA makes recommendations based on new laws or changes in the Education Code. Administrative Regulations explain how the District operates, and these are for informational purposes only. There will be no second reading or approval necessary for the Administrative Regulations.
Instruction and Personnel Information Item: 2014-2015 Health Services Report	Susana Kurth, School Nurse presented Trustees with a 2014-2015 Health Services report. AB1840 is a new law effective January 1, 2016 regarding vision and hearing screenings. This law requires vision screening in Kindergarten or upon enrollment in a California schools, and in grades 2, 5, and 8. The tests will assess visual acuity, including near and color vision. Hearing is screened in Kindergarten and grades 2, 5, and 8. Mrs. Kurth reviewed the total number of vision, color vision and hearing screens completed as well as referrals that were made for each. Another law effective January 1, 2016 is SB277, which states that no exemptions will be allowed for immunizations including personal or religious beliefs. The only exemptions to this new law will be for medical reasons. Students with a waiver filed prior to 1/1/16 are allowed enrollment until the next "grade span". Immunizations are reviewed upon enrollment to Kindergarten and 7 th grade. The 2014 Kindergarten vaccination rates at K-2 schools were all over 96% up-to-date and 7 th grade Tdap rates at Imperial and Washington were all over 98%. Mrs. Kurth reviewed the overall number of chronic health conditions in the district. She also provided numbers on how many student procedures are given throughout the District. Senate Bill 1266, which went into effect on January 1, 2015, required school districts to provide emergency epinephrine auto-injectors. Each school currently has a stock of 4 epi-pens available if needed.
Action Item: Public Hearing: CORE reading Program/Instructional Materials and Textbooks	Board President, John A. Dobson, formally opened the Public Hearing for any comments relating to a certification that each pupil in Kindergarten – eighth grade has been provided with the standards-aligned textbooks and/or instructional materials for each major academic subject for the 2015-2016 school year. <ul style="list-style-type: none"> • Being no public comment the public hearing was closed.
Action Item: CORE Reading Program (Grades K-3) Textbooks/Materials – Resolution #15-2015	After a motion made by Elizabeth Steves, and a second to the motion by Ida MacMurray, Assistant Superintendent, Teresa Egan stated that all teachers have been surveyed to ensure that we do have the appropriate instruction materials. She referred to the attached list of all the textbooks and materials that are up for approval. She also mentioned that have passed Williams with no complaints. Trustees unanimously adopted Resolution #15-2015 certifying that each pupil in Kindergarten-grade eight has been provided with standards-aligned textbooks and/or instructional materials for each major academic subject for the 2015-16 school year as attached to these minutes. ¹¹
Information/Action Item: Clinical Affiliation Agreement – Cal State Fullerton	After a motion made by Ida MacMurray, and a second to the motion made by Cynthia Aguirre, Superintendent, Susan Belenardo explained that this agreement allows nursing students from Cal State Fullerton to work as interns with Susie Kurth as they complete their program. Trustees unanimously approved the Clinical Affiliation Agreement with Cal State Fullerton as attached to these minutes. ¹²
Action Item: Resolution #14-2015/Classified Layoff	After a motion made by Ida MacMurray, and a second to the motion made by Elizabeth Steves, Assistant Superintendent, Teresa Egan, explained that the KidZone program is parent funded and because they have a decrease in enrollment they have a need to eliminate one 5.0 hour per day Assistant Site Lead and one 3.0 hour per day Extended Care Worker, as well as reduce one Assistant Site Lead from 5.0 to 3.5 hours per day. Trustees unanimously adopted Resolution #14-2015 to reduce one position and eliminate two positions in the KidZone Extended Day Care Program as attached to these minutes. ¹³

<p>Business Matters Action Item: Dedication of Specific Street and Sidewalk Land to City of La Habra</p>	<p>After a motion was made by Elizabeth Steves, and a second to the motion made by Cynthia Aguirre, Chief Business Official, Karen Kinney, explained that a several years ago the District dedicated a piece of land located on La Presa Drive near El Cerrito after it came to the District's attention that it did not belong to the city. Since then the city began preparing their master plan for the re-surfacing program and found that there were other street and sidewalk areas that belonged to the District. Since the District is not in the business of resurfacing streets and sidewalks, it was agreed that the District would release all liability and dedicate these pieces of land to the city. Trustees voted three to one, with Ida MacMurray opposing, to approve the dedication of specified street and sidewalk areas for El Cerrito, Ladera Palma, Arbolita, Sierra Vista, Washington and Imperial to the city of La Habra and authorized the President of the Board of Trustees and Superintendent as Secretary of the Board to sign the deeds and any other necessary documents as attached to these minutes.¹⁴</p>
<p>Action Item: Surplus Unusable Electronic Materials and Equipment</p>	<p>On a motion made by Elizabeth Steves, and a second to the motion made by Cynthia Aguirre, Trustees unanimously approved unusable electronic materials and equipment as obsolete and directed staff to dispose of these materials and equipment at a state approved e-waste disposal company as attached to these minutes.¹⁵</p>
<p>Action Item: Change Order #3- Modernization projects at Imperial and Washington</p>	<p>After motion made by Ida MacMurray, and a second to the motion made by Elizabeth Steves, Board Member, Ida MacMurray asked if there is a limit on the amount of changes order requests received. Chief Business Official, Karen Kinney, explained that the change orders occur when there is a need to correct something that was discovered during the initial modernization process. She referred back to when Imperial's quad was dug up and piping was discovered that had to be removed. Change orders are for unforeseen circumstances or additional work that was not part of the original quote. Trustees unanimously approved change order #3 for the modernization Bond Measure 'O' Phase I Project submitted by Two Brothers Construction Corporation at Imperial and Washington Middle Schools as attached to these minutes.¹⁶</p>
<p>Action Item: Change Order #1- Walnut and District Office Fencing Projects</p>	<p>On a motion made by Elizabeth Steves, and a second to the motion made by Cynthia Aguirre, Trustees unanimously approved change order #1 submitted by Charlie's Fence Company for project #B01-2015 at Walnut School and District Office Maintenance yard as attached to these minutes.</p>
<p>Other Business from the Board</p>	<p>Trustees shared their experience at recent Back to School Nights. Trustees were very impressed with all of the artists coming out of the Arbolita campus as their work was displayed throughout the classrooms. They also very impressed to see the number of parents that attended and how engaged they all were in learning about their child's education. On September 12th, Board Member, Ida MacMurray attended Rosie's Garage fundraiser honoring former Trustee, Antonio Valle for his dedication to education and the students in La Habra. Ms. Dorado was in a video talking about her time at Las Lomas as a teacher and how she would refer her students to Rosie's Garage for free tutoring. When Ida attended Washington Middle Schools Back to School Night, she was very impressed by the Pre-Teen librarian's table. He was there speaking to the students from WMS to get them interested in forming a book club at the library. Board Clerk/Vice President, Elizabeth Steves, announced that a California FFA Chapter will be starting middle school levels. The FFA programs here in La Habra are some of the best High School programs and they are producing future leaders from our community. ADVANCE to college just had their La Habra goes to College event, and it is amazing to see how many students are going on to Universities and Colleges. Liz also announced the following:</p> <ul style="list-style-type: none"> • Gourmet Guys Event – October 18th at the Community Center. • Old Settlers of La Habra Bi-Annual Potluck for the La Habra Historical Museum – October 25th at the Community Center.
<p>Adjournment</p>	<p>Board President, John A. Dobson, announced that the next meeting will be held on October 22, 2015 at the District Office Board Room at 7:00 p.m. There being no further business meeting items before the Board, on a motion made by Elizabeth Steves, and a second to the motion by Ida MacMurray, the meeting was adjourned at 8:15 p.m.</p>
<p>Board Minutes Approved:</p>	<p>October 22, 2015</p> <div style="text-align: right; margin-top: 20px;">  Susan Belenardo, Ed.D. Secretary to the Board </div>

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- ¹ Minutes of the Regular Board Meeting of August 13, 2015
 - ² Independent Contractor Agreements
 - ³ Staff Development
 - ⁴ 2015/2016 Membership Renewals
 - ⁵ Certificated and Classified Resignations and New Hires
 - ⁶ Change of Status
 - ⁷ Extra Pay Approval
 - ⁸ Red Ribbon Week
 - ⁹ Expenditures Report
 - ¹⁰ Superintendent's Employment Agreement
 - ¹¹ Instructional Materials
 - ¹² Clinical Affiliation Agreement
 - ¹³ Resolution #14-2015
 - ¹⁴ Dedication of Land to City
 - ¹⁵ Unusable Surplus
 - ¹⁶ Change Order