


LA HABRA CITY SCHOOL DISTRICT
Minutes of the Regular Board of Education Meeting
District Office
500 N. Walnut Street
La Habra, CA 90631
January 12, 2017

Board Members	Board Members Present: Ofelia Hanson, President Ida MacMurray Clerk/Vice President Cynthia Aguirre, Member Sandi Baltes, Member John A. Dobson, Member
Administrators	Administrators Present Joel Shawn, Ed.D., Interim Superintendent Marc Winger, Ed.D., Interim Superintendent Teresa Egan, Assistant Superintendent Educational Services Karen Kinney, Chief Business Official
Work/Study Session	<p>A work/study session began at 5:02 p.m. Rosa Murillo, Arbolita Principal and Dual Immersion Coordinator provided an update of the Dual Immersion Program. The program provides students the opportunity to become proficient in English and Spanish. In Kinder and first grade teachers provide the students' academic instruction in 80% Spanish and 20% English, second grade is 70/30, third grade is 60/40 and fourth through eighth grade is 50/50. Teachers must never break the language code in front of the students, as it is necessary for true immersion. The curriculum and resources used in the program are aligned with the San Diego version of the Common Core State Standards, and teachers are currently participating in the ELA/ELD pilot. All Dual Immersion teachers are trained in the same instructional strategies as other district teachers. Mrs. Egan explained how next year the Dual Immersion Program will expand to third grade, and with the capacity concerns at Sierra Vista and Las Positas, the district has decided to expand the program to third grade at Walnut School. The district will continue to offer two classes per grade level up to fifth grade, adding a grade per year, and then look into expansion ideas. At this point the district is looking at maintaining the continuity of the program. Mrs. Egan explained that the bussing is still being evaluated for third graders in the program to get to Walnut.</p> <p>Susan Goellrich, Principal of Walnut School, explained that she will be working closely with Mrs. Murillo to ensure a seamless transition. The teaching positions have been posted with interviews scheduled for February. Teachers at Walnut are very excited to see the program expanding to their site. Walnut is an open campus, and parents are concerned about safety, however Mrs. Goellrich explained that those concerns have been addressed. Last year there was a parent meeting at Walnut, for parents to see the site and hear more about the third grade Dual Immersion program. This year Mrs. Goellrich will be setting up personal meetings with all third grade Dual Immersion parents. The next parent meeting will be on January 25th.</p> <p>John Greenlee of Caldwell, Flores, Winter's, Inc. discussed the potential bond issuance to fund future construction and modernization projects in the District. He provided some bond options that the district has available as well as the new policy standards. To date two series of bonds have been issued with the last issuance in 2015. The current tax rates were discussed showing the residence in our attendance area paying \$27 per \$100,000 of evaluation. Mr. Greenlee explained that when the economy is good the tax rates stay low, and the new developments in the community have helped to maintain that low rate. He further discussed the rates along with the options available to the District. Prior to issuance of a bond, each district must have a Debt Management Policy in place. The policy has</p>

	been included in the agenda as an information and has also been reviewed by County Counsel as well as Bond Counsel. The approval of the policy will insure that the District is in compliance with SB 1029.
Formal Call to Order	Board President Ofelia Hanson called the Formal Call to Order at 6:00 p.m.
Public Comment on Closed Session Items	None, Trustees adjourned to closed session.
Second Call to Order	Board President Ofelia Hanson called the Regular Meeting of the Board of Education to order at 6:30 p.m.
Pledge of Allegiance to the Flag	Board President Ofelia Hanson asked City Council Member Tom Beamish to lead the pledge of allegiance to the flag.
Report from Closed Session	<p>Board President Ofelia Hanson reported the following:</p> <p>During closed session, the La Habra City School District Board of Education unanimously approved the appointment of Dr. Joanne Culverhouse as the District Superintendent. A roll call vote was also conducted during closed session as follows:</p> <p style="text-align: right;">Ofelia Hanson – yes Ida MacMurray – yes Cynthia Aguirre – yes Sandi Baltes – yes John A. Dobson – yes</p>
Adoption of the Agenda	A recommendation was made to move item 13a – Appointment of District Superintendent and 13b – Approval of Employment Agreement for District Superintendent to the front of the agenda. On a motion made by Ida MacMurray, and a second to the motion made by Sandi Baltes, Trustees unanimously adopted the agenda for January 12, 2017 with changes.
Instruction and Personnel Action Item: Appointment of District Superintendent	On a motion made by Sandi Baltes, and a second to the motion by John A. Dobson, Trustees unanimously approved the appointment of Dr. Joanne Culverhouse as the Superintendent for the La Habra City School District.
Action Item: Approval of Employment Agreement for District Superintendent	<p>On a motion made by Cynthia Aguirre, and a second to the motion by John A. Dobson, Trustees unanimously approved the employment agreement of the Superintendent of the La Habra City School District. The agreement will be for the term commencing February 1, 2017, until June 30, 2020, including an annual salary of \$225,000 as attached to these minutes.¹</p> <p>Dr. Culverhouse provided a brief history of her background in education and thanked the Board, Dr. Shawn, Dr. Winger, LHEA, CSEA, and the City Council for attending the Board meeting. She is looking forward to working with the District.</p> <p>A short reception was taken to welcome Dr. Culverhouse.</p>
Approval of Minutes of the Regular Meeting	On a motion made by Cynthia Aguirre, and a second to the motion by John A. Dobson, Trustees unanimously approved the minutes of the Regular Meeting of December 8, 2016 and Special Meeting of December 22, 2016 as attached to these minutes. ²

Correspondence	<ul style="list-style-type: none"> No Correspondence
Public Interest	<p>Extended Care Supervisor Rose Foster and Site Lead Kerri Barnett provided a review of the KidZone Extended Care Program. Ms. Foster provided a brief history of the program and when it started. The program provides care for Tk-5th grade students with transportation provided for K-5th grade schools. The program is self-sustaining funded solely through parent fees. All fees go directly into the extended care program. She reviewed the fee chart and explained that their prices are very competitive compared to other childcare facilities in the area. They try to keep these fees competitive by being frugal in all that they do. The program offers a variety of different centers for the students to participate in; crafts, free-play, organized games and homework club. The Homework Club is one of our most popular and runs in the afternoons Monday through Thursday. This program is most popular with parents as it consists of quiet supervised time for students to complete assignments and school projects with assistance from staff, as needed. Ms. Barnett is in charge of scheduling transportation for all students that attend the program. Ms. Barnett reviewed how she schedules the morning, and afternoon routes for each school site. She explained how she triple checks when a student is absent or does not show up to the program. She shared a copy of the check-off list that staff uses for keeping track of where the students are at all times. The staff currently consists of a supervisor, site lead, and assistant lead, with eleven Extended Care workers. Most staff members are college students who bring with them many new and fun, creative ideas for the program. KidZone also offers a summer camp for students entering kindergarten through 5th grade. The program is \$115/week per child and includes a continental breakfast and afternoon snack. Each week is filled with hands on activities and three field trips per week. There are no additional fees for the field trips.</p>
Public Comment	None
General Matters Action Item: Consent Calendar	<p>On a motion made by John A. Dobson, and a second to the motion by Sandi Baltes, Trustees unanimously approved:</p> <ul style="list-style-type: none"> ➤ Approval of Independent Contractor/Special Education Agreements as attached to these minutes.³ ➤ Approval of Staff Development for designated employees to attend conferences/workshops as attached to these minutes.⁴ ➤ Approval of select County/State Memberships as attached to these minutes.⁵ ➤ Approval of extra pay requests per employees' contract provisions and Education Code requirements as attached to these minutes.⁶ ➤ Approval of Certificated and Classified new hires and resignations as attached to these minutes.⁷ ➤ Approval of Second/Final reading of select board policies as attached to these minutes.⁸ ➤ Approval of the Expenditures Report as attached to these minutes.⁹
Information Item: Enrollment Report	<p>Chief Business Official, Karen Kinney, reviewed the enrollment report for period ending January 10, 2017. There was a decline in four students from the last report, which is very good to see especially after the holiday break. All site averages are remaining constant with Arbolita a bit higher due to the Dual Immersion program.</p>
Information Item: Review of Board Policy – First Reading	<p>Trustees reviewed the first reading of new Board Policy 3470 – Debt Issuance and Management. The policy is necessary for all districts to have in order to be in compliance with SB 1029. Trustees gave recommendations for changes to be brought back at the next meeting. Due to the amount of recommendations to be made, the item will be brought back as a separate item under action and not consent.</p>

<p>Instruction and Personnel Information Item: Update on the Physical Fitness Testing</p>	<p>Sheryl Tecker, Director of programs and Assessment, reported on the Physical Fitness Testing Results from Spring 2016. The physical fitness test is made up of six different tests that our 5th and 7th graders take. The abdominal strength test is measured by the student doing curl ups. The trunk extension measures the upper body strength to see how much flexibility the students have in their back. Upper body strength is the traditional push up, and the flexibility test measures their flexibility in their upper back. The aerobic capacity test measures the students' oxygen intake and distance they can run. The body composition measures height/weight. This test can be concerning if obesity levels are high. There is a Healthy Fitness Zone (HFZ) for each of these six tests. If students did not meet the HFZ they are categorized as needs improvement. If the score is low in the aerobic capacity and body composition areas, that is an indication that the student is high risk.</p> <p>Mrs. Tecker reviewed results for each test from 2011 – 2016. Mrs. Tecker explained that in the past everyone was administering the tests differently, but now that we have our K-5 P.E. teachers administering the tests to all students the same way we can get a more accurate result. She explained that fifth graders showed a drop in abdominal strength and trunk extension, but that there is no need for concern, as they now have a baseline to look at. The flexibility numbers haven't changed much, however, upper body has increased. The aerobic capacity and body composition have evened out and gotten better in 5th and 7th grade. She compared the high risk areas in 5th through 8th grade by site and across the County and State. These numbers really need to be looked at as a community and as a school district to help our students make better food and active lifestyle choices. Some obesity reduction efforts the District is looking at is the Salad Bar pilot at WMS, Second Chance Breakfast pilot at IMS and Sierra Vista, Grab and Go pilot at IMS and Smarter Lunch Rooms at IMS and WMS. The Physical Education program is offering moderate to vigorous physical activity, Run 4 Fun training for Boys & Girls Club and LEAP, as well as more classroom activities for teachers. The Wellness Committee is in its third year and helped the district to receive six Fuel Up to Play 360 Grants, and assisted Arbolita in putting in a new garden. Next steps for the Board to consider would be to start early in kindergarten by testing BMI and expanding the K-2 P.E. program. The Physical Education teachers send home the State results with their students in January, after they thoroughly review them together. Trustees discussed ideas on how to improve and educate the students about wellness not only in the classroom, but at home and in the community.</p>
<p>Board/Superintendent Comments</p>	<p>Board Member John A. Dobson had the opportunity to be a judge at the spelling bee and was amazed by the words the students were given and how well they did. All the students did a great job. Mr. Dobson was happy to see a student from WMS, who came in fourth place, despite his trouble speaking.</p> <p>Board Member Ida MacMurray was happy to see the turnout this evening for the appointment of Dr. Culverhouse. She was also very impressed with the validation visit to Palos Verdes and the welcoming that she and Board President Ofelia Hanson received when they arrived. Mrs. Hanson mentioned that the staff at PV were all very sad to see Dr. Culverhouse leave, but insured them that they would be getting a great Superintendent.</p> <p>Interim Superintendent Dr. Shawn commended the Board and Leadership Associates on doing a great job in the superintendent selection process. The turnout at this evening's reception for Dr. Culverhouse speaks volumes and shows that the Board found an individual who will be great for this community and District.</p>

Adjournment	Board President Ofelia Hanson announced that the next meeting will be scheduled for January 26, 2017 at 7:00 p.m., at the District Office. 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 Cynthia Aguirre the meeting was adjourned at 8:03 p.m.
Board Minutes Approved:	January 26, 2017  Secretary to the Board

¹ Superintendent Employment Agreement

² Approval of Minutes

³ Independent Contractor Agreements

⁴ Staff Development

⁵ Memberships

⁶ Extra pay Request

⁷ Certificated and Classified Resignations and New Hires

⁸ Second/Final Approval Board Policies

⁹ Expenditures Report