


LA HABRA CITY SCHOOL DISTRICT  
Minutes of the Regular Board of Education Meeting  
District Office  
500 N. Walnut Street  
La Habra, CA 90631  
February 9, 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 Joanne Culverhouse, Ed.D., Superintendent Teresa Egan, Assistant Superintendent Educational Services Karen Kinney, Chief Business Official
Formal Call to Order	Board President Ofelia Hanson called the Formal Call to Order at 6:30 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 7:00 p.m.
Pledge of Allegiance to the Flag	Board President Ofelia Hanson asked Las Lomas students to lead the pledge of allegiance to the flag.
Report from Closed Session	No report from closed session.
Adoption of the Agenda	On a motion made by Cynthia Aguirre, and a second to the motion made by Sandi Baltes, Trustees unanimously adopted the agenda for February 9, 2017.
<b>Approval of Minutes of the Regular Meeting</b>	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 January 26, 2017 as attached to these minutes. <sup>1</sup>
Correspondence	None
Public Interest	<p>Las Lomas students from Ms. Bannon, Mrs. Yoo, Mrs. Ornelas, Mrs. Phemister, and Mrs. Dreher's kindergarten classes presented facts on George Washington and Abraham Lincoln. The students shared how they are learning to use adjectives in their stories and showed their presentations using a green screen effect. The Board thanked the students for their presentations and applauded them for their bravery as they performed in front of such a big audience.</p> <p>Mary Allen, Transportation Director, provided Trustees with recent updates. Currently her staff consists of one dispatcher, ten drivers, and one mechanic. They are transporting 779 regular education students and 63 special education students between the nine schools; one out of town school and two day cares. This year they received a satisfactory rating for their terminal inspection from CHP along with two grants. The first grant received was from SCAQMD for \$166,500 to purchase a CNG bus, and a fire suppression unit was added at no additional cost. Another SCAQMD grant received was for diesel particulate filters that paid</p>

	<p>up to \$20,000 per bus for retrofitting two buses. She reviewed the Zonar system that originally began in the trucking industry and has now been applied to school busses. It allows the District to go paperless, with each driver having a tablet to use for their bus. It enables mechanics to monitor engines to determine if there is a problem area before a failure occurs. The Zonar System has helped to keep all vehicles running, maintenance costs down and overall transportation efficiency up. Mrs. Allen explained that with Zonar they now have access to Z-pass. Z-pass helps to electronically track when students come on and off the bus. This helps to immediately track if a student got off on the wrong route or if the student was originally on the bus. They also have access to Child Check, which helps the driver make sure that all students exited the bus. It also has the capability to show whether or not the driver did their daily child check at the end of their route.</p>
Public Comment	None
<b>General Matters</b> <b>Action Item:</b> Consent Calendar	<p>On a motion made by John A. Dobson, and a second to the motion by Cynthia Aguirre, Trustees unanimously approved:</p> <ul style="list-style-type: none"> <li>➤ Approval of Independent Contractor/Special Education Agreements as attached to these minutes.<sup>2</sup></li> <li>➤ Approval of Staff Development for designated employees to attend conferences/workshops as attached to these minutes.<sup>3</sup></li> <li>➤ Approval of extra pay requests per employees' contract provisions and Education Code requirements as attached to these minutes.<sup>4</sup></li> <li>➤ Approval of Certificated and Classified new hires and resignations as attached to these minutes.<sup>5</sup></li> <li>➤ Approval of second/final reading of select board policies as attached to these minutes.<sup>6</sup></li> <li>➤ Approval of the Expenditures Report as attached to these minutes.<sup>7</sup></li> </ul>
Information Item: Enrollment Report	<p>Chief Business Official, Karen Kinney, reviewed the enrollment report for the period ending February 8, 2017. There was a decline of fifteen students from the last report, which is very unusual during this time of year. She noted that eleven students moved out of the city, three left the state and one left the country. Class averages were reported per site and grade level and all remain consistent.</p>
Information Item: Review of Board Policies – First Reading	<p>Trustees reviewed the first reading of revised Board Policy 3270 – Sale and disposal of books, equipment and supplies and Board Policy 4030 – Nondiscrimination in Employment. After minor discussion, Trustees agreed to bring back at the next meeting under Consent Calendar as a final reading.</p>
<b>Instruction and Personnel</b> Information Item: Williams Settlement Legislation Summary	<p>Teresa Egan, Assistant Superintendent Educational Services reported no complaints for the Second quarter Williams report.</p>

<p>Information Item: Review/Update of the Local Control Accountability Plan</p>	<p>Teresa Egan, Assistant Superintendent Educational Services provided Trustees with an update on the Local Control Accountability Plan (LCAP). She explained that one of the requirements with the LCAP is that it must be reviewed and updated annually. With that requirement, she set up a calendar of dates to meet with different groups, community members, stakeholders, etc. to gather input to present to the Board. There is a new template this year that she will review at the meetings. K12 Insight is assisting with the student engagement surveys, and the kinder – 5<sup>th</sup> grade focus groups are underway. The first draft version will be presented to the Orange Department of Education by mid-April and a conference call will occur by end of April to prepare for the final in June.</p>
<p><b>Business Items</b> <b>Action Item:</b> Resolution #6-2017 – 2017 Series C</p>	<p>After a motion made by John A. Dobson and a second to the motion made by Ida MacMurray, Graham Beck from Nixon Peabody explained to Trustees that this resolution is to approve the form of final documents of the Preliminary Official Statement, which the underwriter will use to market the bonds. The statement includes the terms of the bonds, disclosure on the district, the tax base, and the various state laws. The appendix to this includes a Continuing Disclosure Undertaking which is what the District is going to enter into to provide a yearly update to investors. The final document being approved in form is the Contract to Purchase which is between the District and the Underwriter where it agrees to buy the bonds. Trustees unanimously agreed to approve Resolution #6-2017 with a roll call vote of 5-0.<sup>8</sup></p> <p style="text-align: right;">Ofelia Hanson – yes Ida MacMurray – yes Cynthia Aguirre – yes Sandi Baltes – yes John A. Dobson - yes</p>
<p>Information Item: Management letter from the County Office</p>	<p>Karen Kinney, Chief Business Official reviewed the Management letter from Orange County Department of Education regarding the 2016-17 First Interim Report. The District will be able to meet its financial obligation for the current and subsequent two fiscal years, and is reporting a positive certification. The County encourages the District to closely monitor enrollment trends and prepare for appropriate budget adjustments should enrollment projections fluctuate. Mrs. Kinney also explained that the First Interim report includes \$1.0 million in one-time unrestricted mandate reimbursements that have been earmarked for Deferred Maintenance. The County recommended that the Board maintain reserves higher than the State recommended minimum which better prepares the District to deal with deficit spending, declining enrollment, increasing CalSTRS and CalPERS retirement costs, local emergencies and state funding uncertainties. The County also took into consideration when reviewing the First Interim report that labor negotiations are not settled. They recommend the District consider the following risks prior to expending LCFF funds, such as: the volatility of state revenues, exposure to significant one-time outlays, enrollment fluctuations, increases in fixed and/or statutory benefit costs, LCAP priorities, and deferred maintenance needs.</p>
<p>Board/Superintendent Comments</p>	<p>Dr. Joanne Culverhouse, Superintendent shared her experience from the recent Superintendent's Symposium where she observed and attended very informative sessions. Dr. Culverhouse also shared how she has been able to walk Arbolita, Ladera Palma, and Sierra Vista and is amazed at the wonderful programs that our District has to offer. There are wonderful strategies being used in the classrooms, and she sees the consistency with GLAD, CGI, and Thinking Maps. She is visiting with staff and sharing her background and having staff also share their background with her. She discussed the five focus areas she wants to see the District take to the next level. Those areas include coherent instructional program, development of the professional capacity, strong parent/community school ties,</p>



	<p>student-centered classrooms, and development of leadership. She thanked the Board for selecting her as Superintendent and feels that the District is a great match for her. Trustees and Administrators commented on the recent Journal and School News Roll Call articles. Former student Aubree Rodriguez just signed with Benedictine University, Aubree went through our schools since kindergarten. Imperial and Las Positas are launching a School Smarts Parent Engagement project on Wednesdays from February 8<sup>th</sup> – March 22<sup>nd</sup>. Trustees shared current news happening in our district:</p> <ul style="list-style-type: none"> <li>• Las Positas was one of four schools in Southern California to receive a grant through the Disney program. The school will work with the Segerstrom Center to perform Lion King the Musical.</li> <li>• Washington Middle School held an event at their school site with the Cal Poly Engineering program.</li> <li>• Ms. Baltes and Mr. Dobson were judges at the Lions Club on Tuesday evening and the student who won went through the La Habra City School District.</li> <li>• Our past WMS Water Guardians are still hard at work working with lobbyists to pass legislation on their water conservation project.</li> <li>• The welcome reception for Dr. Culverhouse last week turned out to be a very nice event.</li> </ul>
Adjournment	<p>Board President Ofelia Hanson announced that the next meeting will be scheduled for February 23, 2017 at 7:00 p.m., at Imperial Middle School. There being no further business meeting items before the Board, on a motion made by Sandi Baltes, and a second to the motion by John A. Dobson the meeting was adjourned at 8:09 p.m.</p>
Board Minutes Approved:	<p>February 23, 2017</p> <div style="text-align: right;">   Secretary to the Board </div>

<sup>1</sup> Approval of Minutes

<sup>2</sup> Independent Contractor Agreements

<sup>3</sup> Staff Development

<sup>4</sup> Extra pay Request

<sup>5</sup> Certificated and Classified Resignations and New Hires

<sup>6</sup> Second/Final Reading Board Policies

<sup>7</sup> Expenditures Report

<sup>8</sup> Resolution #6-2017