

LA HABRA CITY SCHOOL DISTRICT  
Minutes of the Regular Board of Education Meeting  
District Office  
500 N. Walnut Street  
La Habra, CA 90631  
November 8, 2018

Board Members Present	<p>Ida MacMurray, President  Cynthia Aguirre, Vice President/Clerk  John A. Dobson, Member  Ofelia Hanson, Member</p>
Board Members Absent	<p>Sandi Baltes, Board Member</p>
Administrators Present	<p>Dr. Joanne Culverhouse, Superintendent  Dr. Teresa Egan, Associate Superintendent, Human Resources  Dr. Sheryl Tecker, Assistant Superintendent, Educational Services  Christeen Betz, Chief Business Official</p>
<b>Work/Study Session</b>	<p>Trustees began a work/study session at 4:00 p.m. Tiffany Alva, Early Learning Director provided an update on the Orange County Children and Families Commission (OCCFC). The Early Development Index (EDI) data is collected every three years. This report focused on the 2016 data, with the next collection year being 2019. The OCCFC has collected a total of six years of data and can see trend data over this time. The data is analyzed in two different ways, by a discrete three waves of data or a rolling data set. Ms. Alva explained that the vision is to make sure that all children are healthy and ready to learn. Their mission is to provide leadership, funding and support for programs that achieve the vision that all children are healthy and ready to learn. The OCCFC promotes three different types of funding strings, which include healthy children, early learning, and strong families. The District is in the second year of a three-year funding agreement. The agreement funds the Early Learning Specialist, School Readiness Nurse, and the District's direct and indirect costs. The numbers can fluctuate throughout the year depending on the budget. At this time, the District is gearing up to collect the EDI data for 2019. Currently, in the agreement, the commission pays the District \$30,000 to have the teachers take the EDI data. That number will increase based on the increase in kindergarten teachers. The EDI is measured by the five developmental areas that are known to affect well-being and school performance; Physical Health &amp; Well-Being, Emotional Maturity, Communication Skills &amp; General Knowledge, Language &amp; Cognitive Development, and Social Competence. The EDI is not designed to screen, identify, or diagnose individual children, nor does it assess kindergarten teachers. Orange is the only county in the nation that has 100% of EDI data. It is a population-based measurement where the community is helping to support children and families. Ms. Alva reviewed the summary of EDI results by developmental area and sub-areas. Overall, the data is collected for communities to gain a better understanding of the risks and protective factors as well as best practices to improve conditions for children living in Orange County. Ms. Alva discussed the OC Reads program and the loss of recent funding that occurred for the District. The cash-match grant that OC Reads provided back in 2016-2017 was around \$60,000, and in 2017-2018, the same funding continued. However, the funding string shifted for 2018-2019, and OC Reads decided to reduce funding. Ms. Alva apologized on behalf of the OC Reads leadership for sending out the late notification regarding the District's loss of funding. The notification should have gone out prior to the beginning the fiscal year so that the District could properly prepare their budgets. The District will receive \$85,000 for an EDI consultant for the 2018-</p>


	<p>2019 school year. The consultant will look at ways to help make the change needed in our community to support our students and families. Ms. Alva made it very clear that LHCS D was not responsible for the loss of funding. No errors were made by the responsible parties.</p> <p>District Wellness Lead, Jessica Stout, along with Elementary School Physical Education (P.E.) Teachers, Emmanuel Mejia and Bobby Meyers presented on the District's Physical Fitness test results. The Physical Education Teams are made up of five elementary level teachers, six middle school teachers, and ten part-time assistants. Student in grades TK- 6 are receiving 40-50 minutes of P.E. each week. The physical fitness test is made up of six different areas: abdominal strength, trunk extension, flexibility, upper body strength, aerobic capacity, and body composition. 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, it is an indication that the student is high risk. A review of the of the healthy fitness zone percentages were provided for 2014-2018 in each of the testing areas. The abdominal strength test is measured by the student doing curl ups and has a decreased HFZ over the past four years. The trunk extension measures the upper body strength to see how much flexibility the students have in their back. Student percentages in this area have slightly increased since 2014. Upper body strength is the traditional push up and has a decreased HFZ in this area. The flexibility test measures their flexibility in their upper back; students have shown an overall increase since 2014. The aerobic capacity test measures the students' oxygen intake and distance they can run, students showed an increase over the past four years. The body composition measures height/weight and has increased slightly for 7<sup>th</sup> graders and decreased slightly for 5<sup>th</sup> graders. The P.E. team has come together to review ways to improve in all of the six areas. For aerobic capacity, PACER more regularly as a practice in the middle schools, integrate aerobic capacity in all weekly lessons, and add more fitness stations. Improvements for body composition include weekly talks regarding healthy habits, good nutrition, daily exercise and including parents in workshops. Improvements to the Middle School P.E. programs will include adding a fitness center to WMS, static to dynamic warm-ups, emphasize the role of nutrition in physical performance, practice testing throughout the year and continual use of the fitness equipment provided by St. Jude. The team reviewed the goals and future collaborative opportunities, as well as the many WINS they have experienced to date. La Habra City School's have been recognized as being one of America's healthiest schools and have received the silver and bronze recognition award.</p>
<b>Formal Call to Order</b>	Board President Ida MacMurray made the Formal Call to Order at 5:30 p.m.
Public Comment on Closed Session Items	No public Comment on Closed Session items.
<b>Second Call to Order Regular Meeting</b>	Board President Ida MacMurray made the Second Call to Order for the Regular Meeting at 6:02 p.m.
Pledge of Allegiance to the Flag	Board President Ida MacMurray welcomed the audience and asked Kevin Hernandez, Leonardo Robles, and Lea Castillo to lead the pledge of allegiance to the flag.
<b>Report from Closed Session</b>	Board President Ida MacMurray had no report from closed session.

<b>Adoption of the Agenda</b>	On a motion made by Ofelia Hanson, and a second to the motion by John A. Dobson Trustees unanimously approved the agenda for November 8, 2018.
<b>Approval of Minutes of the Regular Meeting</b>	On a motion made by John A. Dobson, and a second to the motion by Cynthia Aguirre, Trustees unanimously approved the Regular Meeting minutes of October 11, 2018 as attached. <sup>1</sup>
Correspondence	<p>Board Vice President/Clerk, Cynthia Aguirre reported on the following correspondence:</p> <ul style="list-style-type: none"> <li>Hallway display presented by Arbolita School. Staff has provided student samples displaying how the students are integrating the California standards using their visual and performing arts skills.</li> </ul>
Public Interest	<p>Las Lomas Principal, Pam Cunningham introduced Mrs. Huston and her third grade students. Ms. Huston explained how the students are building their independence through technology. The students shared how they use different apps to work on assignments and projects. They demonstrated how they can do a video collage with app smashing, use split screen for readworks, collaborate in groups and use Adobe spark. The students shared a clip of their finished projects.</p> <p>On behalf of the Board of Trustees and the District, Trustee Ofelia Hanson was recognized for her dedication and four years of service to the students, staff, and community. Dr. Culverhouse presented Mrs. Hanson with a vase and a plaque and thanked her for always putting the best interest of the students first. Students from each school shared a poem of what it means to be a board member and presented Mrs. Hanson with a rose.</p>
Public Comment	<p>Board President Ida MacMurray recognized those persons wishing to address the Board on public comment:</p> <ul style="list-style-type: none"> <li><b>Moises Alonso, Parent</b> – Thanked the Board and staff for caring about the students in the District and creating a curriculum that benefits all kids. He expressed his appreciation for the Dual Immersion program and staff at Ladera Palma for all their hard work.</li> </ul>
<b>CONSENT CALENDAR Action Item:</b>	<p>On a motion made by Ofelia Hanson, and a second to the motion by Cynthia Aguirre, Trustees unanimously approved the Consent Calendar as attached to these minutes:</p> <p><b>Educational Services</b></p> <ul style="list-style-type: none"> <li>➤ Contracts<sup>2</sup></li> <li>➤ Staff Development<sup>3</sup></li> </ul> <p><b>Business Services</b></p> <ul style="list-style-type: none"> <li>➤ Contracts<sup>4</sup></li> <li>➤ Expenditures<sup>5</sup></li> <li>➤ Memberships<sup>6</sup></li> <li>➤ Field Contracts<sup>7</sup></li> </ul> <p><b>Personnel Services</b></p> <ul style="list-style-type: none"> <li>➤ Extra Earnings<sup>8</sup></li> <li>➤ Change of Status<sup>9</sup></li> <li>➤ Separations/New Hires<sup>10</sup></li> <li>➤ Leave of Absence<sup>11</sup></li> </ul>

<b>GENERAL MATTERS</b> <b>Action Item:</b> Annual Organizational Meeting	On a motion made by Cynthia Aguirre, and a second to the motion made by John A. Dobson, Trustees unanimously approved the date and time of the Annual Organizational Meeting for Thursday, December 13, 2018 as attached to these minutes. <sup>12</sup>
<b>Action Item:</b> Approval of Credit Card Increase and User	On a motion made by Ofelia Hanson, and a second to the motion made by John A. Dobson, Trustees unanimously approved a credit limit increase of the MasterCard from \$10,000 to \$25,000 and added Chief Business Official Christeen Betz as an additional authorized signer as attached to these minutes. <sup>13</sup>
<b>Information Item:</b> Board Representative Assignments for 2019	Trustees reviewed this past year's local/county Board Committee assignments to consider their individual assignments for 2019. Appointments to committees and approval of the 2019 Board Meeting calendar will take place at the Organizational Meeting on December 13 <sup>th</sup> .
<b>Information Item:</b> New/Revised Board Policies – First Reading	<p>Trustees reviewed the first reading of the following Board Policies:</p> <p>BP 0420.4 – Charter School Authorization  BP 1325 – Advertising and Promotion  BP 3515.7 – Firearms on School Grounds  BP 4119.21 – Professional Standards</p> <p>Minor discussion was made and corrections were noted to bring back for a second and possible final reading at the next regularly scheduled Board meeting.</p>
<b>BUSINESS MATTERS</b> <b>Action Item:</b> Developer Fee Report	On a motion made by Ofelia Hanson, and a second to the motion by Cynthia Aguirre, Trustees unanimously approved the 2017-2018 Annual Capital Facilities Fund Report and Resolution as attached to these minutes. <sup>14</sup>
<b>Information Item:</b> 2018 GO Bond Series D	John Greenlee, Managing Director of Caldwell Flores Winters, Inc., provided Trustees with updated information on the 2018 Series D Bond. The District had the need for certain critical projects, which included fencing and security, completion of projects at Walnut school, and general facility improvements throughout the District. On October 25, the District issued \$5.2 million of 2018 Series D General Obligation (GO) bonds to fund these projects. As part of the bond issuance, the District requested a GO Bond rating from Moody's to enable investors to evaluate the credit strength of the District and Bonds. Moody's affirmed the District's GO rating of Aa3. This is a very strong rating and a reflection of the District's sound financial position with solid reserves and liquidity. The 2018 Series D Bonds have a term of 25 years and a low repayment ratio of 1.94x, which is well below the 4.0x maximum per State Statue. Mr. Greenlee provided a breakdown of the Cost of Issuance based on vendor fee quotes and estimates. As the District's Municipal Advisor, Mr. Greenlee will provide periodic Bond program updates to staff and the Board, act as an agent for the District's Continuing Disclosure obligations, aggressively monitor the District's portfolio for an opportunity to refinance, and assist in the semi-annual review and preparation of the Bond Oversight Committee report and presentation.
<b>INSTRUCTION AND PERSONNEL</b> <b>Information Item:</b> Williams Legislation Summary	Teresa Egan, Associate Superintendent of Human Resources, reviewed the Williams Settlement Legislation Report for 2017-2018 school year. She reported no instructional materials complaints, no uniform complaint procedures, and no teacher misassignments. All facility findings have been noted and corrected.

<p>Information Item: Health Services Report</p>	<p>Susie Kurth, District Nurse, provide a Health Services report for 2017-2018 school year. She explained that the primary role of the school nurse is to support student learning by providing mandated screenings, health assessments, and review of records. She helps to support attendance and minimize absenteeism through education and intervention with chronic conditions, such as asthma and diabetes. Mrs. Kurth supports at-risk students through IEP's, 504's, and health plans, as well as provides education to staff, students and parents. The District Nurse is also responsible for implementing State mandates and District policies. A few activities school nurse's focus on to support student learning include; vision and hearing, immunizations, management of health conditions, and preparing for emergencies. Vision and hearing is screened in grades TK, Kindergarten, 2<sup>nd</sup>, 5<sup>th</sup>, and 8<sup>th</sup> grades. Vision screening includes both distance and near testing. A screening company is used for the mandated grade levels, and any student who fails their initial screening is rescreened by the District Nurse. If there is a second fail parents are notified by letter. The District will attempt to follow-up and assist parents that may need resources for an examination. Eleven students received a free eye examination and glasses through the Gift of Sight program. SB277, which states that no exemptions will be allowed for immunizations including personal or religious beliefs, has been in effect since 2016. The only exemption to this law is for medical reasons. Parents can submit a written statement from the physician if they have a medical reason why they cannot receive the immunization. In July 2019, there will be some changes in the law, which will include two doses of varicella required at TK/Kinder and 7<sup>th</sup> grade entry two MMR doses and three Hepatitis B vaccine doses at admission or transfer throughout K-12. This year the numbers of days missed for students without the Tdap were down from last year. The Health office made sure to notify parents of the Tdap requirement by letter, teleparent, and personal calls, if needed. Mrs. Kurth explained the importance of immunizations and shared an up-to-date map of Orange County schools and the percentage of immunizations. The District immunization levels as of November 2018 are over 97% completed. Records are reviewed monthly and parents are contacted when next dose is due. Mrs. Kurth reviewed the overall number of chronic health conditions in the District and provided numbers on how many student procedures are given throughout the year.</p>
<p>Information Item: Local Indicators</p>	<p>Sheryl Tecker, Assistant Superintendent of Educational Services provided an update on the California School Dashboard Local Indicators. The purpose of the Dashboard is to share information with our community and explain how a quality education is more than a single test score number. It focuses on equity, is a way to communicate progress and make improvements for our students. Dr. Tecker provided a preview of the local indicators that need to be presented before they become public. Dr. Tecker reviewed how the District is doing in five of the areas and explained that the District has met all of the requirements in the following: Priority Area 1- Basic Services, Priority Area 2 –Implementation of State Academic Standards, Priority Area 3- Parent Engagement, Priority Area 6 – School Climate, and Priority Area 7-Broad Course of Study.</p>
<p>Board/Superintendent Comments</p>	<p>Trustee Hanson – Thanked fellow Board Members for helping her get through the past four years, and for working together as a team for the students. She was grateful to have had the opportunity to do the Masters in Governance program and felt that it really helped her to understand the role of a school board member. She was able to attend some of the Math walk-throughs and enjoyed seeing the students engaged in the work. She feels the students are being challenged; they are asking many questions and starting to understand the curriculum.</p>



	<p>Trustee Dobson – Attended several of the Math Walk-throughs and feels that the students are starting to understand the curriculum. He is very encouraged with the walk-throughs and looks forward to seeing more. He attended a few fall festivals and was quite intrigued by Ladera Palma’s face paintings. He thanked Las Positas for honoring Sandi Baltes’ father at the Veteran’s Day assembly. In addition, this month he attended the Red Ribbon breakfast, Teacher of the Year Dinner, and ACSA Dinner.</p> <p>Trustee Aguirre – Thanked Ofelia Hanson for her service on the Board and she will be dearly missed. This has been a busy week with the Dia de los Muertos event, fall festivals, and Teacher of the Year Dinner. Many great festivities going on in the District with lots of great feedback from parents.</p> <p>President MacMurray – Also attended the many events this month. Nothing else to report.</p> <p>Dr. Culverhouse – Provided Trustees with the New Leadership meeting read for the year, “What Exceptional Leaders Know” by Tracy Spears and a copy of the poem “86,400 Seconds in a Day.” She explained that the first leadership meeting went well and they look forward to the next meeting in January with guest speaker Tracy Spears. In closing, Dr. Culverhouse expressed her appreciation to Mrs. Hanson for choosing her for the position to serve the community and students. She explained that in preparation for this evening’s recognition, the District team worked hard to make sure that the presentation was done through the eyes of the students. It has been an honor to work with Mrs. Hanson.</p>
Board Member Requests for Information and/or Possible Future Agenda Items	Board Members would like to receive information regarding visitor identification systems.
Adjournment	Board President Ida MacMurray announced that the next meeting will be held on December 13, 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 Ofelia Hanson, and a second to the motion by John A. Dobson the meeting was adjourned at 8:00 p.m.
Board Minutes Approved:	<p>December 13, 2018</p> <div style="text-align: right;">   Joanne Culverhouse, Ed.D.  Secretary to the Board </div>

<sup>1</sup> Approval of Minutes

<sup>2</sup> Contracts – Ed Services

<sup>3</sup> Staff Development

<sup>4</sup> Contracts – Business Services

<sup>5</sup> Expenditures

<sup>6</sup> Memberships

<sup>7</sup> Field Contracts

<sup>8</sup> Extra Earnings

<sup>9</sup> Change of Status

<sup>10</sup> Separations

<sup>11</sup> Leave of Absence

<sup>12</sup> Annual Organizational Meeting Date Notice

<sup>13</sup> MasterCard increase/added user

