


LA HABRA CITY SCHOOL DISTRICT
 Minutes of the Regular Board of Education Meeting
 500 N. Walnut Street
 La Habra, CA 90631
 January 11, 2018

Board Members Present	Ida MacMurray, President Cynthia Aguirre, Vice President/Clerk Sandi Baltes, Board Member John A. Dobson, Member Ofelia Hanson, Member
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	Trustees began a work/study session at 4:00 p.m. School Principals and Assistant Principals provided a review of their 2017-2018 individual School Site Plans for Student Achievement. Each grade level provided details of their plans separately. Trustees will be requested to approve these plans later this evening as an agenda item.
Formal Call to Order	Board President Ida MacMurray made the Formal Call to Order at 5:30 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 6:03 p.m.
Pledge of Allegiance to the Flag	Board President Ida MacMurray asked Christeen Betz, Chief Business Official to lead the pledge of allegiance to the flag.
Report from Closed Session	Board President, Ida MacMurray, reported the following: <ul style="list-style-type: none"> • During Closed Session, the Board of Education took action to approve the settlement agreement in the case of Cal200 v. Apple Valley Unified School District, et al., San Francisco Superior Court case number CPF-15-514477. The roll call vote in closed session was unanimous. • During Closed Session, the Board of Education took action to approve the Compromise and Release Agreement between the La Habra City School District and the parents of student regarding OAH Case No. 2017081276. The roll call vote in closed session was unanimous.
Adoption of the Agenda	On a motion made by Sandi Baltes, and a second to the motion by John A. Dobson, Trustees unanimously adopted the agenda for January 11, 2018.
Approval of Minutes of the Regular Meeting	After a motion made by John A. Dobson, and a second to the motion by Cynthia Aguirre, Board President Ida MacMurray made a motion to amend the minutes, correcting the LCAP representatives to read Cynthia Aguirre/John Dobson. Sandi Baltes made a motion to approve the amended minutes, with a second to the motion

	made by Ofelia Hanson. Trustees unanimously approved the minutes of the Regular Meeting of December 14, 2017 as amended. ¹
Correspondence	None
Public Interest	<p>Associate Superintendent of Human Resources Teresa Egan, presented Susana Gallego with a certificate of recognition from the Director of Educational Data Management Division from the California Department of Education and the Chief Operations Officer from the Fiscal Crisis and Management Assistance Team indicating that thanks to Susana's exemplary work the District has received the 2016-17 Calpads Data Management Recognition Award.</p> <p>Director of Classified Personnel Carol Argomaniz recognized Karen Kinney, Lydia Rodriguez, and Yolanda Garcia on their recent retirement from the La Habra City School District. They were presented with a special retirement gift on behalf of the Board of Education. The District thanked each retiree for their years of service and support to the students and staff.</p> <p>District Nurse Susana Kurth provided an update on the Health Services Department. She explained that the Health Services Department is responsible for supporting student learning through a multitude of activities. Staff provides care through mandated screenings, health assessments, and review of student records. They 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. It is important to promote a healthy school environment and collaborate with community partners. The District Nurse is also responsible for implementing State mandates and District policies. Mrs. Kurth explained that with AB1840, all Kindergarten students or students upon enrollment in a California school, and in grades 2, 5, and 8 must have a vision screening. The tests assess visual acuity, including near and color vision. Hearing is screened in Kindergarten and grades 2, 5, and 8. 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. 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. Students with a waiver filed prior to January 1, 2016, are allowed enrollment until the next "grade span." All immunizations are reviewed upon enrollment. The Orange County Health Care Agency reported that 96.6 – 100% of our students have received up to date immunizations at enrollment. 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, tele-parent, and personal calls, if needed. 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.</p> <p>Dr. Carlos and Dr. Lopez provided an update from the recent Task Force Committee meeting. Trustees received a binder which included personalized letters that went out to all families. The packets included a #OneTeamOneVision sticker, map of school boundaries, intradistrict transfer brochure, detailed information letters from Dr. Culverhouse individualized for each parent and student, and a brochure of the programs offered at each site. Dr. Carlos reviewed what each school site letter entailed and how they were individualized for the families. He explained how staff members have been</p>

	<p>educated on the different letters so that when families call or come in, they are able to assist them accordingly. Staff is also preparing for the RU Ready Rally, which will be held at the Community Center on the 17th and 20th. He thanked Mr. Ferruzo of DecsionInsite for his assistance with the letters and for being readily available through the holidays. As the Task Force moves forward, they want to be sure that the transfer process runs smoothly for parents. They will continue to work with Office Managers on the procedures for transfer requests. Dr. Carlos thanked Cabinet Members and Mary Allen, Director of Transportation, for all of the many hours that they spent in putting this all together. Dr. Nguyen, Administrative Director of Student Support Services and Special Education explained the process on each of the letters that state what parents need to do if their child has an IEP. David Soto, Director of Technology, went over the many new features located on the District website that relate to the reconfiguration. Staff is prepared for the upcoming rallies and the intradistrict transfer start date.</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"> • Sue Kolberg-Pritchard, WMS Teacher – Shared an article from California Educator’s Magazine that she submitted for the Water Guardians. She also provided a quick update on what the girls are working on next.
Consent Calendar Action Item:	<p>After a motion made by John A. Dobson, and a second to the motion made by Ofelia Hanson, Trustees needed clarification on the Field Contracts page regarding the linear fence at Ladera Palma. Board President Ida MacMurray also commented on the Staff Development page and provided more detail on the CSBA Board Workshop she will be attending at the end of the month. There being no further discussion, Trustees unanimously approved the Consent Calendar as attached to these minutes:</p> <p style="padding-left: 40px;">Educational Services</p> <ul style="list-style-type: none"> ➤ Contracts² ➤ Staff Development³ ➤ Staff Development – Additional Expenses⁴ ➤ Memberships⁵ <p style="padding-left: 40px;">Business Services</p> <ul style="list-style-type: none"> ➤ Contracts⁶ ➤ Expenditure Reports⁷ ➤ CMAS Contract⁸ ➤ Field Contracts⁹ ➤ Donations¹⁰ <p style="padding-left: 40px;">Personnel Services</p> <ul style="list-style-type: none"> ➤ Extra Earnings¹¹ ➤ Resignations/New Hires¹²
GENERAL MATTERS Action Item: Resolution #2- 2018/Authorization of Signatures	<p>On a motion made by Ofelia Hanson and a second to the motion made by John A. Dobson, Trustees unanimously adopted Resolution #2-2018 Authorization of Signatures, specifying those persons authorized to sign District payroll notices of employment/changes of status, timesheets, vendor orders for payment and warrant registers as attached to these minutes.¹³</p>

<p>Information Item: Board Policies – First Reading</p>	<p>Trustees reviewed the first reading of the following Board Policies:</p> <p>BP 3280 - Sale or Lease of District Owned Property BP 3540 - Transportation BP 3541 - Transportation Routes and Services BP 3541.2 – Transportation for Students with Disabilities BP 5113.12 – District School Attendance Review Board BP 5116.1 – Intradistrict Transfer BP 5117 – Interdistrict Attendance BP 6170.1 – Transitional Kindergarten</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>
<p>Instruction and Personnel Action Item: School Site Plans</p>	<p>Trustees thanked Site Administrators for all of their hard work in putting together their site plans. On a motion made by Sandi Baltes, and a second to the motion by Ofelia Hanson, Trustees unanimously approved the Single Plan for Student Achievement, 2017-2018 for Arbolita, El Cerrito, Ladera Palma, Las Lomas, Las Positas, Sierra Vista, Walnut, Imperial and Washington Middle Schools as attached to these minutes. ¹⁴</p>
<p>Business Matters Information Item: Review of Administrative Regulation 3541</p>	<p>Dr. Culverhouse, Superintendent, explained that with the recent reconfiguration boundary changes, she felt it was important to include Administrative Regulation 3541. Mr. Ferruzo from DecisionInsite applauded the District for all they have done to prepare for the recent reconfiguration. He explained how he has not seen such comprehensive work put in from any district as LHCS staff has done. In regards to no-cost transportation, Mr. Ferruzo reviewed how the maps were set to fall within the administrative regulation guidelines. The regulation states that students in TK-6th are eligible for no-cost transportation services to and from school if the distance between their home and the school is beyond ¾ mile. There is no bussing for Walnut or Las Lomas as all students live within the ¾ mile radius. In regards to the other K-6th grade sites, he reviewed each boundary line and how they were determined. He showed how the lines no longer cut between homes and have been extended through backyards to be able to include all families within the same neighborhood. Expanding the transportation eligibility area allows fairness to the parent community. Ladera Palma will provide bussing for all Dual Immersion students that fall outside of the ¾ mile area regardless of where they reside. .</p>
<p>Action Item: Authorization to Apply for Secure Grant Funding – Resolution #1-2018</p>	<p>After a motion made by Ofelia Hanson, and a second to the motion made by Sandi Baltes, Transportation Director, Mary Allen asked the Board for approval of resolution #1-2018, which will allow the District to apply and secure funding for the replacement of a pre-1994 school bus and purchase a 40 passenger, propane bus that has wheelchair stations. Henry Villagrana, Mechanic explained the difference of propane and CNG style buses and the safety features of the bus. The accessibility of propane allows them to go to any U-Haul station to fill up and allows for better mileage. He explained it is nice to have different styles of buses in the yard to accommodate all needs. Mrs. Allen explained that the buses will also have air conditioning and an extended warranty. The grant is for \$129,550 and the District will need to pay an additional \$21,940 which will come from unrestricted funds. Trustees unanimously approved Resolution #1-2018 to secure grant funding from South Coast AQMD PA2018-02 AB923 School Bus Replacement programs as attached to these minutes. ¹⁵</p>

Board/Superintendent Comments	<p>Trustees thanked everyone for their hard work on the reconfiguration, the website, the informative updates , and dedication to the process. They are looking forward to next year.</p> <p>The recent La Habra Journal has a front page of our Superintendent at the Cosmetic Showcase. The Showcase was great, and the students do such a great job in the presentation of their products. Also on page four is the advertisement for the RU Ready Rally on Wednesday the 17th and Saturday the 20th at the Community Center. This is the last paper issuance of the Journal as they will be going online.</p> <p>Dr. Culverhouse thanked staff and Mr. Ferruzo for all they have done in getting ready for the reconfiguration. She welcomed Christeen Betz and thanked her for jumping in to her new role as Chief Business Official so quickly. In the midst of all of these changes the teachers are focused on teaching and the principals and assistant principals are still leading. The education has not stopped for our students. Dr. Culverhouse thanked the Board for their approval back in May to move forward with the reconfiguration and for trusting staff in getting this done.</p>
Adjournment	Board President Ida MacMurray announced that the next meeting will be held on February 8, 2018 at the District Education Center 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 Sandi Baltes the meeting was adjourned at 7:57 p.m.
Board Minutes Approved:	February 8, 2018
	 Joanne Culverhouse, Ed.D. Secretary to the Board

¹ Approval of Minutes

² Contracts – Ed Services

³ Staff Development

⁴ Staff Development – Additional Expenses

⁵ Memberships

⁶ Contracts – Business Services

⁷ Expenditures

⁸ CMAS Contract – KYA Services, LLC

⁹ Field Contracts

¹⁰ Donations

¹¹ Extra Earnings

¹² New Hires

¹³ Authorization of Signatures #2-2018

¹⁴ School Site Plans

¹⁵ Resolution #1-2018- Grant Funding