


LA HABRA CITY SCHOOL DISTRICT
Minutes of the Regular Board of Education Meeting
500 N. Walnut Street
La Habra, CA 90631
March 9, 2017

Board Members	Board Members Present: Ofelia Hanson, President Ida MacMurray, Vice President/Clerk Cynthia Aguirre, Board Member Sandi Baltes, Member John A. Dobson, Member
Administrators	Administrators Present: Joanne Culverhouse, Superintendent Teresa Egan, Assistant Superintendent Karen Kinney, Chief Business Official
Work/Study Session	A work/study session began at 5:30 p.m. Chief Business Official Karen Kinney provided an update on the 2016-2017 Second Interim. The District is reporting a positive certification which means we will meet the financial obligations for the current and subsequent two fiscal years. The assumptions for this report are based on the Governor's 2017-18 State budget proposal. GAP funding for second interim is at 55.28%, with an unduplicated count of 77.28%. The District projected CBEDS enrollment at adoption to be 4,780, and it turned out to be slightly lower at 4,724. The LCFF per ADA is bringing in \$9,251 per student. Mrs. Kinney reviewed the LCFF-FCMAT calculator projections for targets, floor and GAP funding for the next two years. She noted that the GAP will begin closing in 2018-19. She reviewed LCFF Base services at \$35,396,549 as well as Supplemental and Concentration Grants at \$8,471,453 controlled by LCAP. At second interim the revenues for the District show \$54 million and with expenditures we are deficit spending \$112,463. She explained that is not a cause for concern since that money is carryover of restricted programs from the prior year. In June the ending fund balance started at \$9.4 million and ended at \$8.2 million, keeping \$25,000 for revolving cash and non-spendable stores. Mrs. Kinney explained that the mandated one-time money accumulates to \$2.9 million and is being held for a one-time expenditure that could be for declining enrollment or another project the Board authorizes. In the multi-year projection assumptions, the District anticipates a lower GAP funding, a steady unduplicated count, declining enrollment of 158 students, and PERS and STRS rate increases. She addressed concerns in declining enrollment and shared a slide from DecisionInsite showing how we will continue to decline in future years. She explained that at target we are going to lose \$9,251 per ADA times 30 students, which equals a loss of \$277,530 and the loss of an average teacher at \$100,000. She expressed concern over how we would cut the other \$177,530 not associated with the actual classroom. Other concerns she asked the Board to be aware of are STRS and PERS increases, non-public schools, technology needs, staffing concerns and textbook adoptions.
Formal Call to Order	The Formal Call to Order was made at 6:30 p.m. Board President Ofelia Hanson.
Public Comment on Closed Session Items	None, Trustees adjourned to closed session.
Second Call to Order Regular Meeting	President Hanson, called the Regular Meeting of the Board of Education to order at 7:04 p.m.
Pledge of Allegiance to the Flag	President Hanson asked Ida MacMurray to lead the pledge of allegiance to the flag.
Report from Closed Session	None
Adoption of the Agenda	On a motion made by Cynthia Aguirre, and a second to the motion by Sandi Baltes, Trustees unanimously adopted the agenda for March 9, 2017.
Approval of Minutes of the Regular Meeting: February 23, 2017	On a motion made by John A. Dobson, and a second to the motion by Cynthia Aguirre, Trustees unanimously approved the minutes of the Regular Meeting of February 23, 2017, as attached.1
Correspondence	No Correspondence

Public Interest	<p>Arbolita Principal, Rosa Murillo, introduced her Dual Immersion teachers Mrs. Ceballos and Ms. Cortez she explained how the program prepares students to become global citizens in a multi-lingual/multi-cultural world by providing them with the opportunity to become proficient in English and Spanish. Mrs. Ceballo's Kindergarten students each shared a short video in Spanish explaining why they felt being bilingual is important to them. Mrs. Cortez's students sang a song in Spanish and shared a poem that prepared for the presentation. Parent testimonies were shared on how the program has helped the students and how thankful they are to the District for allowing this program to continue.</p> <p>Director of Food Services Kurt Cho provided an update on the on the Food Services Department. Currently the department serves 278,077 lunches and 113,916 breakfasts. There are 30% more fresh vegetables and fruits offered on both menus with 20% more freshly made items to choose from. The California Department of Education has provided a \$73,317 equipment grant to purchase a new transport truck and update the central kitchen. The slogan for the Food Services Department is Smart Eating, Healthy Living. This aligns with the city's Move More Eat Healthy program. Making sure that staff acts like food ambassadors and provides healthier choices to students is an important goal for the department. La Habra is one of thirty-three districts that participates in the County's School Breakfast Program. The program has shown to be beneficial to our students as it increases student achievement and learning environment. Mr. Cho explained how the district has three alternative breakfast models it has piloted at some of the schools: Breakfast in the Classroom, Second Chance Breakfast, and Grab-n-Go Breakfast. Second Chance Breakfast is offered before school and during recess or as a mid-morning break. It is served in the cafeteria or in high traffic areas using mobile carts. Grab-n-Go Breakfast is a quick way for students to grab a healthy meal on their way to class. It is also served in the cafeteria or in high traffic areas using mobile carts.</p>
Public Comment	<p>Board President, Ofelia Hanson, recognized those persons wishing to address the Board on public comment:</p> <ul style="list-style-type: none"> Moises Alonso, expressed how happy he is with the Dual Immersion program. It is an astonishing program and encourages the Board to continue to support and expand it.
General Matters Action Item: Consent Calendar	<p>After a motion made by John Dobson, and a second to the motion by Cynthia Aguirre, Trustees unanimously approved:</p> <ul style="list-style-type: none"> ➤ Approval of Independent/Field 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 list of donations as attached to these minutes.⁴ ➤ Approval of extra pay requests per employees' contract provisions and Education Code requirements as attached to these minutes.⁵ ➤ Approval of employee Change of Status as attached to these minutes.⁶ ➤ Approval of Certificated and Classified resignations and ratification of new hires as attached to these minutes.⁷ ➤ Approval of the Expenditures Report as attached to these minutes.⁸
Action Item: Approval of 2017-18 School Lunch Price Increase	<p>On a motion made by Sandi Baltes, and a second to the motion made by John A. Dobson, Trustees unanimously approved the 2017-18 Program Meal increase of \$.25 to \$2.80 for grades K-5, and \$.10 to \$2.90 for grades 6-8 as attached to these minutes.⁹</p>
Action Item: First and Possible Second/Final Reading of Board Policy	<p>Superintendent Dr. Culverhouse explained that this policy has been updated to allow for students whose birthday falls after the December 2nd date to be consider for enrollment on an individual basis. The District currently has several inter-district transfers on the table pending this request. This will also allow students to be more prepared in kindergarten. On a motion made by Sandi Baltes, and a second to the motion made by John A. Dobson, Trustees unanimously approved the second and final reading of Board Policy 6170.1 – Transitional Kindergarten as attached to these minutes. ¹⁰</p>
Business Matters Action Item: Certification of Second Interim Financial Report and Budget Transfers/Income Adjustments	<p>After review at the earlier work/study session, Chief Business Official Karen Kinney asked the Board to consider approval of the Second Interim which projects the District will spend \$54.5 million in expenditures and is operating on a small deficit of \$112,000 because we are re-budgeting some carry-over from prior years. The District will have an ending balance of \$8.2 million, of that, 2.9 Million is assigned for One-Time Mandated Cost Projects and \$3.6 Million is assigned for Declining Enrollment/Deficit Spending. The report shows a positive certification for the next two years and a 3% reserve. On a motion made by John A. Dobson, and a second to the motion made by Ida MacMurray, Trustees unanimously approved the Second Interim Financial Report as attached to these minutes.¹¹</p>

Action Item: Measure 'O' Bond Building Fund	On a motion made by John A. Dobson, and a second to the motion made by Sandi Baltes, Trustees unanimously approved the Annual Bond Performance and Financial Audit for the fiscal year ending June 30, 2016 as attached to these minutes. ¹²
Information Item: Measure 'O' Bond Administration – Citizen Oversight Committee Annual Report	Karen Kinney, Chief Financial Officer presented the Citizen Oversight Committee Annual Report to the Board. The purpose is to bring the report to the Board as an information item prior to posting it on the website.
Action Item: Final Acceptance of Project #B03-2016	On a motion made by Sandi Baltes, and a second to the motion made by Cynthia Aguirre, Trustees unanimously approved the final completion of Project #B03-2016 for roofing at various school sites as being complete and authorize final payment of the retention funds to Commercial Waterproofing Systems, Inc. (dba) ERC Roofing & Waterproofing as attached to these minutes. ¹³
Board/Superintendent Comments	<p>Superintendent Dr. Culverhouse thanked everyone for attending the Literacy Fair. She thanked Oralia Birako's for organizing the successful event. Dr. Culverhouse explained how the theme for the next School News Article will be "Beyond the Test Scores." This will help to align the efforts of the District in celebrating the programs available for students. She continues to meet different community members and shared how La Habra is truly a hidden jewel.</p> <p>Trustees had the opportunity to read at different schools during Read Across America. They had a great time and appreciated being able to spend time in the classroom with the students. They also enjoyed observing different administrators, teachers and community members at the Literacy Fair, and appreciate the close relationship the program has with the local library.</p> <p>Director Program and Assessments Sheryl Tecker explained how the FIBO program has helped our students develop their knowledge in art. This is the first year the district has had the opportunity to have the FIBO for all grade levels at all seven elementary schools. Every students attends three assemblies that focus on a specific artist and medium. After each assembly, the students participate in an art workshops where they apply what they learned. Teacher surveys indicate that FIBO has been very successful this year and teachers would like to see the program continued next year with minor modifications for the K-2 students.</p>
Adjournment	President Hanson announced that the next meeting will be held on March 23, 2017 at Washington Middle School in the Multi-Purpose Room at 7:00 p.m. 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 Sandi Baltes the meeting was adjourned at 8:19 p.m.
Board Minutes Approved:	<p>March 23, 2017</p> <div style="text-align: right;">  Joanne Culverhouse, Ed.D. Secretary to the Board </div>

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- ¹ Approval of Minutes
 - ² Independent Contractor Agreements
 - ³ Staff Development
 - ⁴ Donation List
 - ⁵ Extra pay Request
 - ⁶ Change of Status
 - ⁷ Certificated and Classified Resignations and New Hires
 - ⁸ Expenditures Report
 - ⁹ 2017-18 School Lunch Increase
 - ¹⁰ Board Policy 6170.1 – Transitional Kindergarten
 - ¹¹ Second Interim
 - ¹² Measure 'O' Bond Building
 - ¹³ Notice of Completion #B03-2016