

LA HABRA CITY SCHOOL DISTRICT
 Minutes of the Regular Board of Education Meeting
 500 N. Walnut Street
 La Habra, CA 90631
 April 23, 2015

Board Members	<p>Board Members Present: John A. Dobson, President Elizabeth Steves, Clerk/Vice President Ida MacMurray, Member Cynthia Aguirre, Member</p> <p>Board Members Absent: Ofelia Hanson, Member</p>
Administrators	<p>Administrators Present: Susan Belenardo, Superintendent Karen Kinney, Chief Business Official</p> <p>Administrators Absent: Teresa Egan, Assistant Superintendent Educational Services</p>
Formal Call to Order	<p>The formal call to order of the Board of Education Meeting of the La Habra City School District was called by Board President John A. Dobson at 7:00 p.m.</p>
Pledge of Allegiance to the Flag	<p>Board President, John A. Dobson, asked Anna Dorado, Principal of Sierra Vista School, to lead the pledge of allegiance to the flag.</p>
Action Item: Adoption of the Agenda	<p>On a motion made by Elizabeth Steves, and a second to the motion by Ida MacMurray, Trustees unanimously adopted the agenda for April 23, 2015.</p>
Action Item: Minutes of the Regular Board Meeting of: April 9, 2015	<p>The minutes of the Regular Meeting of April 9, 2015 were unanimously approved by Trustees on a motion made by Ida MacMurray, and a second to the motion made by Cynthia Aguirre.</p>
Correspondence	<p>None</p>
Superintendent's and Trustees' Report	<p>Superintendent, Susan Belenardo, introduced Bobby Meyers and his 5th grade class who shared their water conservation project at Sierra Vista School. Mr. Meyers spoke to the Board in October regarding his idea of water conservation. He explained how his concern at that time regarding water conservation areas in our school has now unexpectedly turned into a project for his class. The students presented their water conservation project to the Board explaining that, with the current drought situation, there is a need to conserve water. The students explained that the problems they found when beginning their project were with erosion, the soil that was used, the sprinkler system and the wood area around the plants. The students are designing a drought tolerant garden, and they worked with a soil sampler to help with tips on the soil and to choose plants that are drought tolerant. Their next steps are to install a drought irrigation system, which was donated by Mr. Bill, an employee from Netafim. The students explained how the system will work and how they will be building the system for their garden. Once that is complete the students will be planting their plants. Ms. Dorado, Principal, thanked the Board and Mr. Cota, Grounds Supervisor, for their support with this project. Mr. Cota has been working closely with the students and Mr. Meyers and everyone is very excited to see the final project which will be completed very soon. Ms. Dorado announced that the students will be presenting their project at Cal State Fullerton's Sustainability Showcase tomorrow.</p> <p>Dr. Belenardo explained to Trustees that the District purchased a Telepresence system to be used for professional development. Since the professional development room at El Cerrito cannot accommodate the system because it is a portable building, it was decided to install the system at the District Office which is also used for professional development. This explains the "work in progress" that is going on in the Curriculum Center and Board Room which is being done internally by our staff.</p>
Public Comment	<p>Board President, John A. Dobson, recognized those persons wishing to address the Board on public comment:</p> <ul style="list-style-type: none"> • Elvira Moreno de Guzman, parent – Took the time to introduce herself to the Board as a four year community member.

<p>General Matters Action Item: Consent Calendar</p>	<p>Trustees unanimously approved the Consent Calendar on a motion made by Elizabeth Steves, and a second to the motion by Ida MacMurray:</p> <ul style="list-style-type: none"> ➤ Approval of Independent 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 of 2014/2015 membership renewals 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 changes in select employees' status as attached to these minutes.⁶ ➤ Ratification of Certificated and Classified resignations and new hires as attached to these minutes.⁷ ➤ Approval of proposed 2015 Summer Program dates of June 15th through July 10th as attached to these minutes.⁸ ➤ Ratification/approval of the Expenditure Reports as attached to these minutes.⁹
<p>Information Item: Enrollment Report</p>	<p>Superintendent, Susan Belenardo, reported enrollment for period ending April 21, 2015. Current enrollment is at 4998 as we are down three and up three in SDC and two students returned to us from non-public schools. Next year's kinder enrollment indicates a loss of 100 students. She explained that we are losing more than we are gaining, and this seems to be the pattern for all school in the county. On a positive note class sizes look very good. We will continue to monitor and hope to see enrollment go up.</p>
<p>Action Item: Staff Appreciation Week</p>	<p>Board President, John A. Dobson, read a resolution establishing the week of May 4th through May 8th as Staff Appreciation Week. Treats will be delivered to each school and department on one of the days of that week to honor all District employees for their service to our students. On a motion made by Cynthia Aguirre, and a second to the motion by Ida MacMurray, Trustees unanimously adopted a resolution establishing May 4th – 18th, 2015 as Staff Appreciation Week as attached to these minutes.¹⁰</p>
<p>Action Item: Approval of School Lunch Price Increase</p>	<p>On a motion made by Cynthia Aguirre, and a second to the motion by Ida MacMurray, Trustees unanimously approved a \$.05 increase in the school lunch price for the elementary schools effective July 1, 2016 as a result of Section 205 of the 2010 Child Nutrition Reauthorization Act as attached to these minutes.¹¹</p>
<p>Instruction and Personnel Information Item: Update of Food Services and Wellness</p>	<p>Director Programs and Assessment, Sheryl Tecker, Director of Child Welfare, and Wellness, Mike McElroy, and Food Services Director, Helen Manesh, provided Trustees with an update on the District's wellness policies and participation in a Network for Healthy California.</p> <p>Food Services Director, Helen Manesh provided Trustees with some facts about the LHCS D Food Services program. The program offers a healthy and nutritious breakfast, lunch and snacks, serving an average of 6,240 meals daily. Fresh fruits and vegetables are offered daily using California produce, when possible. In January 2015, 76% of the students were eligible for free and reduced-price meal categories, with 3,228 students qualifying for free and 562 qualifying for reduced price. Helen's staff consists of twenty-five cafeteria workers, seven site leads, two central kitchen leads, two central kitchen assistant leads, two transporters, one food service assistant, an account clerk, an operations specialist and one warehouse delivery person for a total of 42 staff members. The district participates in the National School Lunch Program, National School Breakfast Program, After School Snack Program, Summer Food Service Program and they provide catering to staff for different activities and functions. Under the direction of the Orange County Department of Education, the district participates in a Network for a Healthy California: Harvest of the Month at seven school sites which provides fruit and vegetable taste testing for our students each month. Helen reviewed the new nutrition standards that were released on January 25, 2012. The Healthy, Hunger-Free Act, championed by the First Lady, made the first major changes in school meals in 15 years. The new changes will allow to help raise a healthier generation of children. These new standards align school meals with the latest nutritional science and Dietary Guidelines for Americans. The changes include menu planning to focus on a single food base menu planning approach nationwide. It is established by grade groups K-5 and 6-8, which fit very well for our district set-up. The offer versus serve change helps to reduce excess waste by allowing students to be able to refuse one item at breakfast and two items at lunch as long as they have a half cup of fruits and vegetables on their plate per the new requirement. The paid lunch equity became effective in July 2011 to help insure sufficient funds are provided to the food service account for paid lunches. We will gradually increase prices for school lunches served to paying students as the reimbursement rates for free and reduced goes up. The new requirements include reduction and limits in the levels of sodium, saturated fat, and trans fat. The longest change to implement is reducing the levels of sodium in foods in order to allow manufactures time to develop acceptable products. The final reduction will be in complete seven years. The new lunch standards went into effect on July 1, 2012 and the</p>

school breakfast changes started July 1, 2013 and will be phased in over three years. Another major federal standards change that went into effect this year was Smart Snacks. These standards apply to snacks and beverages which are sold during the school day to our students. We are hoping to implement all the regulations for Smart Snack by the end of this year. Helen emphasized how her department has been working hard this year to promote healthy eating by providing more fresh fruits and vegetables, whole grain products, and low fat-low sodium items, in hopes of being able to create healthy habits for our students. Food Service has collaborated with many different programs inside and outside of the district which has helped them to have a very successful year.

Director Programs and Assessment, Sheryl Tecker, and Director of Child Welfare, and Wellness, Mike McElroy provided Trustees with and update on the wellness program. Mike explained to Trustees how the District has connected with The Orange County Department of Education to assist us with the Wellness program. Keri Tuggle, Coordinator for A Healthy California from the Orange County Department of Education provided information on the partnership between the district and the county. She explained that A Network for a Healthy California has recently changed its name to Nutrition Education and Obesity Prevention Program. They help to promote healthy eating and physical activity for students and their families. She explained that the Harvest of the Month program has been here in the district for about 10 years and introduces students to fruits and vegetables. The program also provides an educational component; every month the teachers receive a packet on how they can connect the fruit/vegetable to core subject areas. They also work with the pre-K students as well in this program. Parents also receive monthly newsletters on our Harvest of the Month so they can continue to teach to their child at home. Another big project they have collaborated with the district on are the K-5 Fit Kid Centers. These centers allow students to do two-thirty minute sessions each week with their teachers. Kaiser and St. Jude provided the grants to make these centers possible. The centers are very successful and the kids really enjoy going each week. Keri announced how they will be starting a project at Washington Middle School, called the Smarter Lunch Room Movement. The project comes out of Cornell University and the goal is to encourage students not only to make healthy choices, but to also consume it. The research shows that consumption goes up by product placement, having different names or changing the flow of the line. Surveys and observations have been completed and once the results are analyzed they will begin the development of the "Patriot Café." Mr. Carlos will be applying for a grant that will allow students to participate in a mural design contest. The selected mural will be placed on the wall in the outside eating area to promote healthy eating. Mike McElroy explained that all of this is being done with donations and reaching out in the community for assistance. The completion goal date is June 1st, with next year's target set for Imperial Middle School.

Sheryl Tecker explained that the LHCS D made a big commitment to Student Wellness by hiring Mike as the Child Welfare and Wellness Coordinator. He has been instrumental in getting the Fit Kid Centers up and running. She explained that there is a 28 member Wellness Committee that meets four times per year. The goals of the Committee are: implementing the Fit Kid Centers; creating recommendations for meeting the 200 required physical education minutes in elementary school, creating a simple document to communicate the Student Wellness Board Policy to colleagues and families; and creating an action plan for next year. The first accomplishment was the opening of the Fit Kid Centers, and they have had two grand openings thanks to Kaiser and St. Jude. The Fit Kid Centers are now collecting accountability sheets to track usage for our grant partners to see how often our teachers are using them. The next step is to train ASES staff so they can safely take students to the Centers and provide adult training so staff members can benefit from the centers as well. The second accomplishment is creating a plan for the State mandate of 200 minutes of physical education every two weeks. The goal is to have teachers use the Fit Kid Centers twice a week for 30 minutes and allocate 40 minutes for outdoor physical education. Mike explained the planning process that they have gone through to develop a plan for elementary physical education teachers. The district has researched hiring physical education specialists to take the students out every day. Mike, Sheryl and Imperial Middle School PE teacher, Jessica Ryder-Stout went to visit Placentia- Yorba Linda School District to see different ideas on how we can implement here in our district. Two ideas and two plans have been put together to see what program will best fit our students needs. There will be a meeting on Monday with the Committee to discuss the 2015-16 Action Plan, and to set up a schedule for our physical education specialists.

Action Item:
New Certificated Job
Description

After a motion made by Elizabeth Steves, and a second to the motion made by Cynthia Aguirre Trustees discussed their concern regarding the new job description. Elizabeth Steves asked if teachers are feeling good about this new position. Dr. Belenardo explained that this is a different job description from the middle school physical education teacher as they are also classroom teachers. This teacher will be a roving teacher responsible for the instruction of their students, but they will not be a regular classroom teacher. They will be pulling kids out at different sites. This position will fulfill what has been written into the LCAP. After discussion, Trustees unanimously adopted the new certificated job description, Physical Education Teacher K-5 as attached to these minutes.¹²

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- ¹ Approval of Minutes
 - ² Contracts
 - ³ Staff Development
 - ⁴ 2014/2015 Membership Renewals
 - ⁵ ra pay Request
 - ⁶ Change of Status
 - ⁷ New Hires/Resignations
 - ⁸ Summer Programs 2015
 - ⁹ Expenditures Report
 - ¹⁰ Staff Appreciation Week
 - ¹¹ School Lunch Price Increase
 - ¹² New Certificated Job Description
 - ¹³ New Classified Job Description
 - ¹⁴ Technology Department Job Descriptions
 - ¹⁵ Change Order #1