


LA HABRA CITY SCHOOL DISTRICT
 Minutes of the Regular Board of Education Meeting
 Walnut School
 625 N. Walnut Street
 La Habra, CA 90631
 August 13, 2015

Board Members	Board Members Present: John A. Dobson, President Elizabeth Steves, Clerk/Vice President Ofelia Hanson, Member Ida MacMurray, Member Cynthia Aguirre, Member
Administrators	Administrators Present: Susan Belenardo, Superintendent Teresa Egan, Assistant Superintendent Educational Services Karen Kinney, Chief Business Official
Formal Call to Order	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 4:33 p.m.
Public Comment on Closed Session Items	None, Trustees adjourned to closed session.
Work/Study Session	The work/study session began at 6:00 p.m. Trustees reviewed the Board Self-Evaluation and discussed the goals set by each member. Dr. Belenardo provided a history of the self-evaluation and suggested the Board update the protocols that were set in September. The next work/study session will include a review of the Brown Act.
Second Call to Order	Board President, John A. Dobson, called the Regular Meeting of the Board of Education to order at 7:04 p.m.
Pledge of Allegiance to the Flag	Board President, John A. Dobson, asked Arbolita Principal, Rosa Murillo to lead the pledge of allegiance to the flag.
Adoption of the Agenda	On a motion made by Cynthia Aguirre, and a second to the motion by Elizabeth Steves, Trustees moved to adopt an addendum to the agenda under Instruction and Personnel. Board President, John A. Dobson is recommending the addition of item #13f. Trustees unanimously approved to adopt the agenda of August 13, 2015 as amended.
Approval of Minutes of the Regular Board Meeting June 25, 2015	On a motion made by Elizabeth Steves, and a second to the motion by Ofelia Hanson, Trustees unanimously approved the Minutes of the Regular Meeting of June 25, 2015 as attached. ¹
Correspondence	None
Superintendent's and Trustees' Report	Superintendent, Susan Belenardo, shared the July article from the La Habra Journal which provided updates on the construction projects at Walnut, Washington and Imperial Middle Schools, the California Assessment of Student Performance and Progress (CAASPP), and our Summer Academy students engaged in their engineering projects. Dr. Belenardo also shared the article on page 8 of the "Move More, Eat Healthy" initiative. Dr. Belenardo presented a slideshow of recent pictures from happenings around the district during the summer and at our opening professional development day. She explained that there were two days of professional development activities for teachers on Tuesday and Wednesday where Coaches and staff presented number strings, GLAD, Reading Strategies and 6 th -8 th grade workshops. She thanked Mr. Dobson, Tracy Bryars from St. Jude and Chris Corless from OCDE for their great presentation at the welcome back breakfast this morning. Dr. Belenardo informed Trustees that numbers look good for enrollment, however we need to monitor the first ten days of school to be sure that the students actually show up. President Dobson felt that the teachers were very enthusiastic at the breakfast and enjoyed Dana Riggs presentation which shared testimonials of people who had been students in the LHCS.
Public Comment	None

<p>General Matters Action Item: Consent Calendar</p>	<p>After a motion made by Elizabeth Steves, and a second to the motion by Ofelia Hanson, Trustees discussed and clarified questions in regards to attachment #2a. Trustees unanimously approved the consent calendar.</p> <ul style="list-style-type: none"> ➤ Approval of Independent/Special Education 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 2015/2016 Membership renewals.⁴ ➤ Approval of extra pay requests per employee’s contract’s provisions and Education Code requirements as attached to these minutes.⁵ ➤ Approval of Summer Jury Service as attached to these minutes⁶ ➤ Approval of Certificated and Classified resignations and new hires as attached to these minutes.⁷ ➤ Approval of Personnel Change of Status as attached to these minutes.⁸ ➤ Approval of Donations as attached to these minutes.⁹ ➤ Approval of the Expenditures Report as attached to these minutes.¹⁰
<p>Information/Action Item: Reappointment and Recruitment of Member’s for Citizen’s Oversight Committee</p>	<p>After a motion made by Elizabeth Steves, and a second to the motion made Ida MacMurray, Superintendent, Susan Belenardo explained that per the Oversight Committee By-Laws, members may serve for two consecutive two-year terms. Trustees are requesting to reappoint Mark Lawton, Dan Casey, and Anita Lomeli to serve an additional two year term and recruit for a parent/PTA representative for a one year term and an at-large member for a two-year term in order to have a complete committee. The two representatives that were appointed last year, Vincent Shinohui, and Eileen Okazaki will be up for their two-year appointment next year. Trustees unionously approved to reappoint select Citizen’s Oversight Committee members for a second two-year term as attached to these mintes.¹¹</p>
<p>Information Item: Supplemental Educational Services Master Contract</p>	<p>Assistant Superintendent Educational Services, Teresa Egan, explained that the Department of Education was in the process of filing a waiver which would allow districts to not be required to participate in the Title I SES tutoring programs. The Orange County Department of Education suggested that Districts place language in their master contracts to protect from any potential liability that may arise from contracts with tutoring companies. As of today, we have been informed that the waiver was denied and we will continue with the Title I SES tutoring and remove the new language from the master contract.</p>
<p>Information/Action Item: Board Meeting Schedule</p>	<p>Following discussion of Board availability for the month of September, it was determined that the regularly scheduled meetings for September will be cancelled, and a work/study session will be conducted on September 10th at 6:00 p.m. On a motion made by Ofelia Hanson, and a second to the motion by Ida MacMurray, Trustees unanimously approved the changes in meeting dates for September on the 2015 Board Meeting Schedule as attached to these minutes.¹²</p>
<p>Action Item: Integrated Pest Management Plan</p>	<p>After a motion made by Elizabeth Steves, and a second to the motion made by Cynthia Aguirre, Superintendent Susan Belenardo, explained that the California Healthy Schools Act requires that schools districts develop a pest management plan that is appoved by Trustees and distributed to parents. Trustees unanimously approved the Integrated Pest Management Plan as attached to these minutes.¹³</p>
<p>Instruction and Personnel Information Item: Summer Academy Report</p>	<p>Summer School Principals, Rosamaria Murillo, and Michele Robinson provided a presentation and highlights of the programs offered during Summer Academy. Mrs. Robinson explained how the STEAM academy teachers guided students through critical thinking activities and encouraged collaboration and creativity. Students used the inquiry based science lessons from Engineering is Elementary to experience the integration of the separate disciplines into real world, rigorous, and relevant experiences. Teachers encouraged the use of academic language and focused on literacy through the use of GLAD strategies. She shared pictures from the different grade levels, capturing some of the exciting moments that the students experienced while attending the summer STEAM academy. The first graders and ESY students are seen studying concepts of solid, liquids and play dough and the second grade students thought like engineers by designing windmills. Third and fourth graders enjoyed designing bridges by learning about balance and force, while fifth and sixth graders were introduced to the field of electrical engineering and became designers of alarm circuits. The seventh and eighth grade students designed a series of assembly line simple machines to create a model potato chip factory. As an outcome students implemented the 21st century learning skills of critical thinking, collaboration, creativity, and communication. Mrs. Murillo expressed how the academies hold all students to the same high level of expectations. They all experience GLAD and engineering as elementary strategies. The students are able to explain and showcase their projects to adults which show how powerful the summer academy is. The expectations and growth mindset that we talk about shows all of our students can do it with input and figuring it out. The GATE students designed maglev trains and determined the most cost effective efficient materials to use for cleaning up oil spills as part of the engineering is elementary unit. The CELDT focus was different as it focused on the specific areas of need to get the students ready for July 1st testing. This targeted intervention helps the students meet the requirements to be reclassified. Four academies and</p>

	two sites this summer was quite an adventure, but we had very positive results.
Action Item: Resolution #11-2015/Classified Layoff	After a motion made by Ida MacMurray, and a second to the motion by Ofelia Hanson, Superintendent, Susan Belenardo explained that this resolution is due to reduces support needs and time changes in bus routes, but can change should we get more students. Trustees unanimously approved Resolution #11-2015 eliminating one 3.0 hour per day educational assistant, reducing one bus driver position from 6.5 to 5.0 hours per day, and two bus driver positions from 5.5 to 4.75 hours per day as attached to these minutes. ¹⁴
Information Item: California Healthy Kids Middle School Study	Superintendent, Susan Belenardo explained that Imperial Middle School has been invited to participate in a study to look at the interaction between school and community programs as they influence children's activities and habits. The study staff will do observations at the school and possibly talk to our Food Services Director, Helen Manesh about what we do to develop healthy lifestyles. They have assured us that they will only be gathering data and will not interview the students or staff nor will they interrupt school activities.
Action Item: Resolution #13-2015 Authorization for Physical Education Assignments	After a motion made by Ofelia Hanson, and a second to the motion made by Cynthia Aguirre, Superintendent, Susan Belenardo explained that this resolution is required by the Education Code to employ Patty Gaby as a Physical Education Teacher. She explained that this resolution will need to be approved every year. Trustees unanimously approved Resolution 13-2015 authorizing the holder of a multiple subject credential to teach any subject in departmentalized classes to students in grades 9 and below attached to these minutes. ¹⁵
Action Item: Certificated Waiver	On a motion made by Cynthia Aguirre, and a second to the motion made by Ofelia Hanson, Trustees unanimously approved the certificated waiver for a Speech & Language Specialist for the 2015-16 school year as attached to these minutes. ¹⁶
Business Matters Information Item: Domestic Water Company Stock	Chief Business Official, Karen Kinney, explained that the District received a letter from the California Domestic Water Company (CDWC) asking if we wanted to sell our shares of stock we bought in 1970 from the FJUUSD. Upon further investigation we found that the CDWC provided services for the El Cerrito and Ladera Palma sites. As a result of changes to improve the water delivery system the water is now being provided to these sites by a pipeline which is owned and maintained by the La Habra Utility Authority (LHUA). The shares have been placed in the Fund 40 Special Reserve for 2014-15 which increases the unspendable reserves by \$358,125. Karen explained that since the ownership of shares no longer provides the District with an advantage towards water purchases, the District is looking into either selling or leasing their shares to the City of La Habra or the City of Brea.
Action Item: Unaudited Actuals Financial Report	After a motion made by Ida MacMurray, and a second to the motion made by Ofelia Hanson, Chief Business Official, Karen Kinney, reviewed the 2014-2015 Unaudited Actuals Financial Report. She highlighted some of the assumptions that showed a change from last year. She reviewed revenues and expenditures and Fund 1 and 14 assignments and commitments. The restricted ending balances for Medi-Cal Billing was \$146,293, Lottery Instructional Materials \$543,240, Common Core State Standards \$20,701 and other restricted local \$144,897. Karen reviewed other fund ending balances such as child development, cafeteria, deferred maintenance, building fund, capital facilities, special reserve and bond interest and development. Trustees unanimously certified the filing of the 2014-2015 Unaudited Actuals Financial Report as required by Education Code 42100 as attached to these minutes. ¹⁷
Action Item: Gann Appropriations Limit Resolution # 12-2015	After a motion made by Elizabeth Steves, and a second to the motion made by Ida MacMurray, Chief Business Official, Karen Kinney, explained that the Gann Resolution is a part of the financial report and is intended to document the growth in state and local government. Calculations are done every year to show that expenses haven't grown greater than the previous year. Trustees unanimously approved the annual adoption of the District's Gann Appropriations Limit Resolution for the current fiscal year and the actual appropriations limit for the preceding fiscal year as attached to these minutes. ¹⁸
Action Item: 2015-2016 Budget Revisions	After a motion made by Elizabeth Steves, and a second to the motion made by Ida MacMurray, Chief Business Official, Karen Kinney reviewed the 2015-2016 budget revisions. When the State adopted the budget they brought us new funding levels. We had anticipated in May that our GAP funding rate for 2014-15 was budgeted at 29.97%, however the State's actual rate came in at 30.16%. The GAP funding rate for 2015-16 came in at 51.52% which is down from what we had predicted. As far as dollars go, the change in the GAP funding brought down our operational costs by \$145,420 and the one-time mandated cost revenue is \$528 per ADA which is estimated at \$2.5 million. The lottery funding went up from \$128 to \$140 per ADA and lottery instructional materials went from \$34 to \$41 per ADA. The Educator effectiveness grant currently shows an estimate of \$1450 per certificated staff member over the next three years. This grant has not quite been defined, but Ms. Egan will be looking at creating a plan. Karen reviewed more of the State's enacted budget in regards to routine restricted maintenance. She recommended that the Board fully fund the restricted maintenance so that our facilities can get the work that really needs to be done. Since the budget

	<p>adoption Karen has taken staff changes into consideration, as well as the implementation of the Local Control Accountability Plan. She has distributed all of the 2014-15 carryover, and adjusted prior years spending levels into the new budget. Karen reviewed the assignments as of August 13th for declining enrollment/deficit spending, one-time mandated costs, and supplemental and concentration grants. She provided the Board with suggestions on what they can consider doing with one-time reserves. The District is fortunate to currently have a high reserve balance, but Karen warned that the Board needs to maintain these reserves in case there is an economic downturn or state level budget cuts occur. She also warned that volatility in LCFF gap closure funding may not move forward, and declining enrollment will cause the District a loss of funding. The District is doing better now, but there could also be a cash shortage or unplanned expenses such as the CalSTRS increases. She shared some slides on declining enrollment numbers and explained why reserves are so important. Trustees unanimously approved the 2015-16 budget revisions as attached to these minutes.¹⁹</p>
<p>Action Item: Authorization of District Employee Recognition Programs</p>	<p>After a motion made by Ida MacMurray, and a second to the motion made by Ofelia Hanson, Superintendent, Susan Belenardo explained that the District brought this to the Board last year for approval and it authorizes expenses associated with employee recognition programs that are held throughout the school year. Trustees unanimously agreed to approve the authorization of district employee recognition programs for a maximum of \$5000 as attached to these minutes.²⁰</p>
<p>Action Item: Authorization of Meal Service during Mandatory Trainings</p>	<p>On a motion made by Elizabeth Steves, and a second to the motion made by Cynthia Aguirre, Trustees unanimously authorized for meals to be provided to staff during mandatory trainings for the 2015-16 school year as attached to these minutes.²¹</p>
<p>Information Item: District Facilities Status and Future Deferred Maintenance Needs</p>	<p>Chief Business Official, Karen Kinney provided Trustees with an update on the status of modernization projects that have been completed and those that need to be addressed around the District. She explained that the 2014-15 projects that have been completed were for paving, carpet, roofs on the re-locatable classrooms and air conditioning units. She reviewed the five year plan that was developed by our previous Director of Maintenance, Jim Fahey. Jim expected that over the five years the District would spend approximately \$3.4 million in deferred maintenance. Of the \$3.4 million the District has spent \$735,654 since 2012. Karen provided a history of the funding of deferred maintenance since the 2006-2007 school year. Over the ten years reviewed the shortfall was at (\$3.8) million dollars. Karen encouraged the Board to keep in mind that we need to put a priority on maintaining our facilities and that we should keep the 3% in routine restricted maintenance to meet some of the needs. Karen shared pictures from Sierra Vista, Walnut, and Arbolita of areas of concern. She showed major needs to roof repairs, asphalt, carpets and playgrounds.</p>
<p>Other Business from the Board</p>	<p>Board Member, Ida MacMurray, shared a few things she has been doing over the summer as she represented the Board:</p> <ul style="list-style-type: none"> • Attended a CCSS meeting at St. Paul Lutheran Church hosted by John Bedell, OCDE Trustee, District 4. • Attended the 4th of July event at La Habra High School. • Observed the summer breakfast program. • Attended the summer academy showcase. • Attended the Cornerstone Masonic Lodge-fundraiser. • CTA teachers summit at CalState Fullerton-summit regarding CCSS. <p>Board Clerk/Vice-President, Elizabeth Steves made the following announcement:</p> <ul style="list-style-type: none"> • The promotion committee has opened a new exhibit at the La Habra History Museum which focuses on La Habra City Schools. The event is on Saturdays from noon-4:00pm.
<p>Adjournment</p>	<p>Board President, John A. Dobson, announced that the next meeting will be held on August 27, 2015 at Washington Middle School. There being no further business meeting items before the board, on a motion made by Ida MacMurray, and a second to the motion by Elizabeth Steves, the meeting was adjourned at 9:15 p.m.</p>
<p>Board Minutes Approved:</p>	<p>August 27, 2015</p> <div style="text-align: right;">  Susan Belenardo, Ed.D. Secretary to the Board </div>

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- ¹ Minutes of the Regular Board Meeting of August 13, 2015
 - ² Independent Contractor Agreements
 - ³ Staff Development
 - ⁴ 2015/2016 Membership renewals
 - ⁵ Extra Pay Approval
 - ⁶ Summer Jury Service
 - ⁷ Certificated and Classified Resignations and New Hires
 - ⁸ Personnel Change of Status
 - ⁹ Donations
 - ¹⁰ Expenditures Report
 - ¹¹ Oversight Committee Members
 - ¹² 2015 Board Meeting Schedule
 - ¹³ Integrated Pest Management Plan
 - ¹⁴ Resolution #11-2015
 - ¹⁵ Resolution #13-2015
 - ¹⁶ Certificated Waiver
 - ¹⁷ 2014-15 Unaudited Actuals
 - ¹⁸ Gann Appropriations Limit Resolution #12-2015
 - ¹⁹ 2015-16 Budget Revisions
 - ²⁰ District Recognition Programs
 - ²¹ Meals for Mandatory Trainings