

LA HABRA CITY SCHOOL DISTRICT
 Minutes of the Regular Board of Education Meeting
 Washington Middle School
 716 E. La Habra Blvd., La Habra 90631
 August 27, 2015

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| Board Members | Board Members Present: John A. Dobson, President Ofelia Hanson, Member Ida MacMurray, Member Cynthia Aguirre, Member Board Members Absent: Elizabeth Steves, Clerk/Vice President |
| Administrators | Administrators Present: Susan Belenardo, Superintendent Teresa Egan, Assistant Superintendent Educational Services Karen Kinney, Chief Business Official |
| Work/Study Session | Trustees began a Work/Study session at 5:08 p.m. Trustees met with Spencer Covert, District Attorney, who provided a review of the Brown Act. Attorney Covert explained the purpose of the Brown Act requires all school district related discussions, deliberations, and actions by a majority of the board to be held in open and public board meetings, unless there is a specific statutory authority to hold a closed session board meeting. He provided clarification and discussion on the legislative bodies, explained what is and what is not considered a meeting, public participation at meetings, and requirements of posting agendas. He offered suggestions for agenda planning and efficiently streamlining procedures to better facilitate the carrying out of Board business and accommodating public records requests. |
| 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 6:00 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, John A. Dobson, called the Regular Meeting of the Board of Education to order at 7:10 p.m. |
| Pledge of Allegiance to the Flag | Board President, John A. Dobson, asked Dr. Carlos to lead the pledge of allegiance to the flag. |
| Report from Closed Session | Board President, John A. Dobson, reported out the following report from closed session: <ul style="list-style-type: none"> • Trustees took action and unanimously approved the appointment of Cammie Nguyen as the Director of Special Education. • Trustees completed the Superintendent’s annual evaluation and based on receiving a satisfactory evaluation, Dr. Belenardo’s contract is extended for one (1) additional year through June 30, 2019. |
| Adoption of the Agenda | On a motion made by Ida MacMurray, and a second to the motion by Ofelia Hanson, Trustees unanimously adopted the agenda for August 27, 2015. |
| Minutes of the Regular Board Meeting of: August 13, 2015 | After a motion made by Cynthia Aguirre, and a second to the motion made by Ofelia Hanson, Trustees noted a correction to the Gann Limit Resolution and a correction under Other Business from the Board. Trustees unanimously approved the regular minutes of August 13, 2015 as amended. ¹ |
| Correspondence | Board President, John A. Dobson reported the following correspondence: <ul style="list-style-type: none"> • Letter received from County Superintendent, Al Mijares, approving the 2015-2016 LCAP, and thanking the LHCS D for the tremendous effort in putting this together. |
| Superintendent’s and Trustees’ Report | Superintendent, Susan Belenardo, shared a framed picture of Washington Middle School staff who attended the Gold Ribbon ceremony in San Diego. Students from Washington Middle School, Celeste Rodriguez and Amanda Nissen, gave a presentation on why they enjoy being a Patriot. They shared that WMS has a very family-oriented environment. All staff |

and students are friendly and nice and go out of their way to help one another. They are honored to be Patriots and feel this has been one of the best schools they have ever attended. They feel very privileged to have such great technology in their school. There are 1:1 iPads which they feel helps to expand their learning process. Being able to have the 1:1 iPads also allows them to evolve with the ever changing generation.

Principal, Dr. Carlos, wanted to note that Celeste is the first female ASB President which shows how things have changed at WMS over the years. Dr. Carlos and Mr. Cukro provided a presentation to the Board which they had shared with their parents during orientation. They explained how important it is to collaborate with parents and the importance of making sure parents understand what goes on and what is expected of the students at WMS. This year's parent meeting was a tremendous success. They had two separate meetings, one for seventh and eighth grade parents letting them know the many changes that have taken place at WMS for the 2015-16 school year and a separate one for sixth grade parents. Many sixth grade parents are nervous about middle school, so it is nice to be able to provide clarification as to how things work and provide answers to their questions. Mr. Cukro thanked the Board and District Administrators for their support because without that support many of the programs provided to the students would not be possible. They shared slides on the many new and exciting additions as well as changes happening at WMS for the 2015-16 school year. Some of those exciting additions and changes include 15 sections of STEM-based classes, a \$20,000 Verizon grant for Project Lead the Way (PLTW), Advanced P.E. in 6th grade classes, 1:1 iPads at all grade levels, additional after-school programs, and renovations and 21st century learning classroom spaces. Among the exciting new additions at WMS is Community Liaison, Mr. Rodriguez. Mr. Rodriguez has made many connections with the families and community and has been an invaluable addition to WMS. In addition to teleparent, WMS has social accounts for Facebook and twitter, allowing parents and students to view and stay up to date on current happenings around the school. Mr. Cukro and Dr. Carlos always welcome parents to come in and speak to them about any concerns or questions that they may have. They shared the importance of college and career readiness and getting students ready for high school and college. During the orientation parents are given information on how middle school grades differ from the elementary standards based report cards. All parents will be informed of what the daily expectations are from their child and what areas to be aware of to help in their child's middle school development. WMS will continue to innovate in 2015-16. They are already off to a great start with PBIS positive training camps going into their 4th year. Teachers have been reinforcing expectations during the first days of school. Teachers are taking on more of a leadership role by implementing new technologies for the students. All classrooms will focus on high level academics with Close Reading and Common Core State Standards (CCSS) using Step Up to Writing. Mr. Carlos thanked the Board and administration again for all of their combined effort to help WMS continue to move forward.

Dr. Belenardo shared the August La Habra Journal article which features WMS on the front page. Jay Seidel wrote a very nice article on the school's amazing transformation and all of the great things that have been happening. The District article on page six talks about empowering our students and what we have been doing as we develop a growth mindset. The article welcomed all of the newest leaders, coaches and K-5 Physical Education teachers, and explained how they are contributing to support 21st century learning.

Trustees shared their experiences from recent back to school night visits. They were very impressed by the parent turnout and the great questions that were asked. Teachers were very clear on what the expectations were from the students and parents. The fact that the schedule was available to all Trustees made it easy to view all grade levels. Trustees could see how the 4-C's have moved into the classrooms, with all of the complexity cards and thinking maps displayed. It was great to see all the effort everyone has given so early in the school year.

Public Comment Board President, John A. Dobson, recognized those persons wishing to address the Board on public comment:

- **Elvira Moreno de Guzman, parent** – Expressed her concern regarding the process of how the District handles transfer requests.

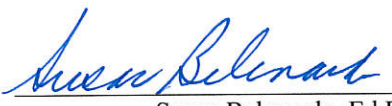
General Matters Action Item: Consent Calendar

After a motion made by Ofelia Hanson, and a second to the motion made by Ida MacMurray, Trustees were given clarification on contracts related to Medi-scan and Inside the Outdoors. Trustees unanimously approved all items listed in the Consent Calendar.

- 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 extra pay requests per employee's contract's provisions and Education Code requirements as attached to these minutes.⁴
- Approval of Certificated and Classified resignations and ratification of new hires as attached to these minutes.⁵
- Approval of Employee Change of Status as attached to these minutes.⁶

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| | ➤ Approval of the Expenditures Report as attached to these minutes. ⁷ |
| General Matters Information Item: Enrollment Report | Superintendent, Susan Belenardo, provided an enrollment report on the opening days of school. Currently the district is 27 over the projected enrollment. Dr. Belenardo explained that we have placed teachers at El Cerrito and Ladera Palma to help lower the number of students in the classroom. All K-2's are under 29 while the 3-5's are continuing to readjust. Las Positas is looking at making a 3/4 combo class. The numbers are growing a little every day, but we will need to monitor the first ten days of school and check the enrollment again after Labor Day. |
| Information/Personnel Commission Reappointment | Superintendent, Susan Belenardo, explained that there was a typo on the original memo and provided Trustees with the corrected copy. The memo should have read joint-appointee. The attached memo is formal notification that Board Commissioner Jessica Taylor's position is up for reappointment. The Personnel Commissioners must determine if they will reappoint Mrs. Taylor for an additional 3-year term. |
| Action Item: Approval of REVISED Integrated Pest Management Plan | After a motion made by Ofelia Hanson, and a second to the motion made by Ida MacMurray, Chief Business Official, Karen Kinney, explained that this plan is again being brought to the Board for approval with one minor revision indicating the name of the outside contractor. Trustees unanimously approved the revised Integrated Pest Management Plan as attached to these minutes. ⁸ |
| Instruction and Personnel Information Item: La Habra Boys & Girls Club ASES Program | ASES Program Administrators, Cindy Morgutia, Shirley Asato, and Michelle Gutierrez provided a brief history and update on the ASES program and plans for the 2015-16 school year. The ASES program has been a part of the LHCS D since 2007 and is funded through Prop. 49, Senate Bill 638. ASES provides a safe after-school program for the students in the District. They provide homework assistance as well as physical fitness and enrichment activities on a daily basis. Community partners like Payless Shoes have donated, for the past three years, 200 pairs of shoes to the program, Big 5 provides \$10.00 gift cards for all members and Senor Campos hosts an annual holiday breakfast and toy giveaway to 40 kindergarten through second grade members. The program has invited police officers, firefighters, teachers, nurses, and dentists to speak to the kids about goals and careers. The ASES program is currently in the last year of the three year grant cycle, which means they will be applying for a grant renewal this fall for 2016-2019. Students in grades kinder through fifth are selected and invited by school site principals to be in the program and middle school sites are open to all students with priority going to returning students. The ASES participation targets are broken down by sites. The funding for ASES is based on those participation targets. The target goals must be above 85%. This year the grant was reduced because the program did not meet the targets at Las Lomas and Walnut. At renewal, increases will be put in for Arbolita, Ladera Palma, Sierra Vista, and both middle schools. At these sites the program is above the 85% goal. The program begins from school dismissal time until 6:00 p.m. for grades kinder through five, and 6:05 p.m. for grades six through eight. Last year the program served a total of 679 students. The middle school students had the opportunity to demonstrate their project based learning skills by creating their own cookbook for Mother's Day. The ASES program successfully implemented three new programs last year for students; LegoEducation, Kidz Science and Mindstorms. This year they are excited to implement more technology into their program. StoryStarter, which is a component of LegoEducation, will help students to engage in language arts lessons that focus on enhancing students' reading, writing, speaking, and listening skills. Students will experience collaboration, critical thinking, and creativity through this curriculum. In STEM, both middle school programs have been selected by CalSAC to pilot two modules of 12 science activities in the fall and spring. CalSAC will provide training for staff and supply all needed materials. The program will also be putting together a Media Club that will consist of five students from each middle school site. They will be responsible for producing a monthly ASES newsletter and presenting it to the Board next year. |
| Information Item: Update on Fit Kid Centers | Tracy Bryars and Barry Ross provided an update on the La Habra City School District Fit Kid Centers as well as the results of the survey provided to parents. The Move More, Eat Healthy goal in La Habra is to change the culture of the city to make it a culture of health. Mr. Ross explained how we want everyone to learn to make a healthy choice, and by doing that we have to provide an environment in the schools where the students can choose healthy eating patterns. Mrs. Bryars reviewed the surveys which showed that 70% of the parents felt that they had safe and clean places to exercise. As part of the initiative, outdoor fitness equipment was installed at Montewood Park. Another site for outdoor equipment will also be installed at a pocket park located by city hall. Parents were also asked if they engage in physical activity at least three days a week. The results showed 60-70% of our parents engage in some type of physical activity daily. 80-90% of parents felt it was easy for them to purchase fresh fruits and vegetables; however the percentage was low on how many actually consume the required daily amounts. There was a big disparity regarding parents' perceptions of their health. Twenty percent of Spanish speaking parents felt they had good or excellent health, while 35% of English speaking parents felt the same. Mrs. Bryars discussed ways to help the LHCS D increase a healthy lifestyle. Last year the District implemented the Fit Kid Centers and trained all the teachers in the spring. This year along with the Physical Education Teachers, classroom teachers will provide the 100 required |

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| | <p>minutes to all students each week. Another area that the LHCS D has embraced is the Move More Eat Healthy campaign. To help get the word out, staff has been sharing information on the wellness policy, healthy food options, and school environment at back to school nights and other community events. La Habra has done a great job in having the wellness committee and educating the entire district and community. Mr. Ross discussed the areas that were low in the survey and made recommendations to help make fruits and vegetables more attractive to consumers. He also discussed having joint use agreements between the district and the city to make space available for more exercise. The LHCS D will be pursuing the Alliance for a Healthier Generation which will allow the schools to be recognized for providing healthy environments for students. He thanked the Board for their leadership and support with this effort in making all kids healthy.</p> |
| <p>Information Item: Williams Settlement Legislation Letter from County</p> | <p>Assistant Superintendent, Teresa Egan, announced that there were no complaints filed during the period of April through June 2015. Ladera Palma and Walnut had recent Williams' visits which came back good.</p> |
| <p>Information Item: Preliminary CAASPP Results</p> | <p>Director of Programs and Assessment, Sheryl Tecker, provided results on the preliminary California Assessment of Student Performance and Progress (CAASPP). As of today, about 99% of all scores have been reported. The scores are broken down by achievement levels: Level 1-Standard Not met, Level 2-Standard Nearly Met, Level 3-Standard Met, and Level 4-Standard Exceeded. Mrs. Tecker shared a graph illustrating the percentage of those students who met or exceeded the standards which indicated ELA at 21-35% meeting or exceeding standards and Math at 12-26% meeting or exceeding standards. The scores were shared with the Administrative team, and they will share with the teachers before September 9th. Achievement levels for claims are very similar to sub scores/content clusters on CST. Only three achievement levels for claims were developed since there are fewer items within each claim. The claim levels are: Below Standard, Near/At Standard, and Above Standard. The two relative strength areas in Language Arts were in research and inquiry, and listening. The relative strength area in Math is communicating reasoning. Mrs. Tecker provided talking points for Trustees as these scores become public. She explained that California standards and tests are more challenging and students need to have strong math and reading skills to graduate and be ready for college and 21st century careers. The new tests ask students to explain how they solve problems, think critically and write analytically. All of the new standards will take time to learn, so we need to be patient. The 2015 scores are a baseline to focus on how we can help each student make as much progress as possible. The scores show us where improvement is needed so we can adjust and improve instruction as necessary. We need to remind parents that test scores are only one piece of the puzzle. Students' attendance, effort, social skills, leadership, and creativity are just a few of many other attributes that contribute to their success. The individual student results are being mailed to districts in batches. Ours have not yet arrived and we anticipate we will receive them by end of September. We will be attaching a letter to each parent regarding the individual results and how to better understand the new standards. Mrs. Tecker also provided links to CAASPP parent resources on the LHCS D website.</p> |
| <p>Information Item: 2015-16 Local Control Accountability Plan</p> | <p>Assistant Superintendent, Teresa Egan, informed Trustees that the Orange County Department of Education has approved the 2015-16 Local Control Accountability Plan. County Superintendent, Al Mijares, acknowledged in his letter the tremendous effort put forth by the district to include stakeholders in the development of the LCAP. Board Member, Ida MacMurray, was pleased to see that letter specifically mentioned the added programs, support staff, and other promising initiatives within the district.</p> |
| <p>Business Matters Information Item: Management Letter from County Office</p> | <p>Chief Business Official, Karen Kinney, informed Trustees of the county office approval of the 2015-16 adopted budget. The letter explained that the District's unrestricted general fund reserves for Economic Uncertainties and Unassigned Reserves are projected to be 3.0% in 2015-16, 2016-17, and 2017-18. The county is strongly recommending the Board maintain reserves higher than the State recommended minimum to manage deficit spending and state funded uncertainties. The County also recommends that prior to expending LCFF funds, the District consider risks such as LCAP priorities, volatility of state revenues, exposure to one-time outlays, declining enrollment, increased employer contributions to CalSTRS and CalPERS, statutory costs and deferred maintenance.</p> |
| <p>Other Business from the Board</p> | <p>Board Member, Ida MacMurray was glad to see all of the information being provided at Back to School Night on the School Readiness Program. She would be interested in seeing a presentation on the School Readiness Program in the near future.</p> |
| <p>Adjournment</p> | <p>Board President, John A. Dobson, announced that the next meeting will be held on October 8, 2015 at the District Office Board Room at 7:00 p.m. and a work/study session is scheduled for Thursday, September 10, 2015 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 Cynthia Aguirre, the meeting was adjourned at 9:03 p.m.</p> |

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| Board Minutes Approved: | October 8, 2015 |
| |  Susan Belenardo, Ed.D. Secretary to the Board |

¹ Minutes of the Regular Board Meeting of August 13, 2015

² Independent Contractor Agreements

³ Staff Development

⁴ Extra Pay Approval

⁵ Certificated and Classified Resignations and New Hires

⁶ Change of Status

⁷ Expenditures Report

⁸ Integrated Pest Management Plan