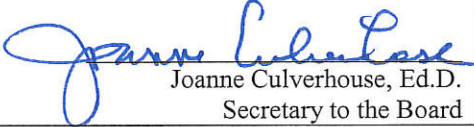


LA HABRA CITY SCHOOL DISTRICT  
Minutes of the Regular Board of Education Meeting  
500 N. Walnut Street  
La Habra, CA 90631  
September 14, 2017

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| Board Members                              | <p>Board Members Present: Ofelia Hanson President<br/>Ida MacMurray, Vice President/Clerk<br/>Cynthia Aguirre, Board Member<br/>Sandi Baltes, Member<br/>John A. Dobson, Member</p> <p>Board Member Sandi Baltes, was present for the first half of the meeting (exited the meeting at approximately 6:40pm).</p>   |
| Administrators                             | <p>Administrators Present: Teresa Egan, Associate Superintendent of Human Resources<br/>Sheryl Tecker, Assistant Superintendent<br/>Karen Kinney, Chief Business Official</p> <p>Administrators Absent: Joanne Culverhouse, Superintendent</p>  |
| <b>Formal Call to Order</b>                | Board President Ofelia Hanson made the Formal Call to Order at 5:32 p.m.  |
| Public Comment from Closed Session         | No public comment. Adjourn to closed session.   |
| <b>Second Call to Order</b>                | Board President Ofelia Hanson made the Second Call to Order at 6:00 p.m.  |
| Pledge of Allegiance to the Flag           | Board President Ofelia Hanson asked Assistant Principal Matt Cukro to lead the pledge of allegiance to the flag.  |
| Report from Closed Session                 | No report from closed session.  |
| Adoption of the Agenda                     | On a motion made by John A. Dobson, and a second to the motion by Sandi Baltes, Trustees unanimously adopted the agenda for September 14, 2017.   |
| Approval of Minutes of the Regular Meeting | After a motion made by Sandi Baltes, and a second to the motion by Ida MacMurray, Trustees unanimously approved the minutes of the Regular Meeting of August 10, 2017 and the Special Meeting of September 5, 2017 as attached. <sup>1</sup>  |
| Correspondence                             | No Correspondence   |
| Public Interest                            | <p>Dr. Carlos and Dr. Lopez provided Trustees with an update from the Task Force Committee Meeting. The committee has been working collaboratively with Mr. Ferruzzo from DecisionInsite on understanding the process, procedures and guidelines of the reconfiguration process. Stakeholder questions regarding facilities, bells schedules, transportation, and the teacher transfer process have been looked at and the Committee is being proactive in answering all their questions and questions to come. The team will begin visiting each site to speak to all employees about the reconfiguration process. All sites will be visited by the end of the month. The Committee is excited to begin transforming the educational success for all students and parents.</p> <p>Community Member John MacMurray presented Washington Middle School teachers Dr. Pritchard and Mrs. Bowen with a signed copy of the book "Rise of the Rocket Girls". His gift was presented as a thank you for all the outstanding work they have put in to support the Water Guardians. On behalf of the Board, Associate Superintendent of Human Resources Teresa Egan presented Dr. Pritchard and Mrs. Bowen with a certificate of appreciation for their dedication and support of the WMS Water Guardians.</p> |
| Public Comment                             | No Public Comment   |

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| <b>Consent Calendar</b><br><b>Action Item:</b>  | <p>On a motion made by Ida MacMurray, and a second to the motion made by Sandi Baltes, Trustees unanimously approved the Consent Calendar as attached to these minutes:</p> <p style="padding-left: 40px;"><b>Educational Services</b></p> <ul style="list-style-type: none"> <li>➤ Contracts<sup>2</sup></li> <li>➤ Staff Development<sup>3</sup></li> <li>➤ Memberships<sup>4</sup></li> <li>➤ Memorandum of Understanding<sup>5</sup></li> </ul> <p style="padding-left: 40px;"><b>Business Services</b></p> <ul style="list-style-type: none"> <li>➤ Contracts<sup>6</sup></li> <li>➤ Field Contracts<sup>7</sup></li> <li>➤ Expenditure Reports<sup>8</sup></li> <li>➤ Surplus<sup>9</sup></li> <li>➤ Donations<sup>10</sup></li> </ul> <p style="padding-left: 40px;"><b>Personnel Services</b></p> <ul style="list-style-type: none"> <li>➤ Change of Status<sup>11</sup></li> <li>➤ Extra Earnings<sup>12</sup></li> <li>➤ Resignations/New Hires<sup>13</sup></li> </ul> |
| <b>General Matters</b><br><b>Action Item:</b><br>Adoption of Special Education Local Plan Area      | <p>On a motion made by John A. Dobson, and a second to the motion by Cynthia Aguirre, Trustees unanimously adopted the Special Education Local Plan Area (SELPA) as attached to these minutes.<sup>14</sup></p>   |
| <b>Information Item:</b><br>Board Policies – First Reading  | <p>Trustees reviewed the first reading of the following Board Policies:</p> <p>BP 1340 – Access to District Records<br/>         BP 0460 – Local Control and Accountability Plan<br/>         BP 3260 - Fees and Charges<br/>         BP 5111 – Admission<br/>         BP 5111.1 District Residency<br/>         BP 5113 – Absences and Excuses<br/>         BP 3551 Food Services Operations/Cafeteria<br/>         BP 3513.3 - Tobacco-Free Schools<br/>         BP 5021 Non-Custodial Parent<br/>         BP 6173.1 – Education for Foster Children<br/>         BP 5132 – Dress and Grooming<br/>         BP 6173 – Education for Homeless Children<br/>         BP 0450 – 0450 Comprehensive Safety Plan</p> <p>Minor discussion was made and corrections were noted to bring back for a second and possible final reading.</p>  |
| <b>Information Item:</b><br>Personnel Commission<br>Reappointment/Board Appointee                   | <p>Trustees discussed the process and expiration of the term for Mrs. Sharon Brown as the Board appointee to the La Habra City School District Personnel Commission. Mrs. Brown was in the audience and expressed her desire to continue serving another term.</p>  |
| <b>Instruction and Personnel</b><br><b>Action Item:</b><br>Classified Early Retirement              | <p>On a motion made by John A. Dobson, and a second to the motion made by Ida MacMurray, Trustees unanimously approved the Classified Early Retirement request for Karen Kinney as attached to these minutes.<sup>15</sup></p> <p>Trustees thanked Karen for all of her support as the Chief Business Official, and wished her the best in her retirement.</p>  |
| <b>Business Matters</b><br><b>Action Item:</b><br>Gann Appropriations Limit<br>Resolution # 12-2017 | <p>On a motion made by Ida MacMurray, and a second to the motion made by John A. Dobson, Trustees unanimously approved Resolution #12-2017 – adopting the Gann Limits as attached to these minutes.<sup>16</sup></p>  |

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| <b>Action Item:</b><br>2016-2017 Unaudited Actuals | <p>After a motion made by John A. Dobson, and a second to the motion made by Cynthia Aguirre, Chief Business Official, Karen Kinney, provided a brief presentation of the 2016-2017 Unaudited Actuals. She explained that the books are now closed and special education and legal costs came in a lower than projected. She reviewed the unrestricted and restricted reserves as well as the general fund balance. Mrs. Kinney explained that the reserves will end slightly higher due to the materials for the new textbook adoption not being received before June 30<sup>th</sup>. She has also set aside one-time money for last years raise for classified staff. \$2.98 million was set aside for one-time mandated costs and \$4.0 million was set aside for deficit spending and declining enrollment. The 2017-18 budget shows the District is deficit spending on the unrestricted side of \$1.6 million. This is an on-going expense that the District does not have ongoing funding for. The Board will have to look at areas to cut to maintain fiscal solvency. A review of expenditures was provided showing what percentage is spent on each category. The greatest expense is for employee costs. Employee related expenses make up 83% of combined general fund, and 88% of unrestricted budget. The General Fund ending balance includes the following assigned amounts \$875,442 for instructional materials, \$2,889,314 for One-Time Projects from Mandated Costs, \$4,043,065 for Declining Enrollment/Deficit Spending, \$262,000 for 2016-17 salary increase for CSEA, Administration, Classified Management, and Confidential, \$444,865 for Supplemental and Concentration Site Allocations, and \$63,256 for One-Time Lottery Projects. The Deferred Maintenance Fund ending balances of \$1,425,037 is committed to deferred maintenance projects. She reviewed the ending balances for funds such as Medi-cal billing, Educator Effectiveness Grant, Lottery Instructional Materials, routine restricted maintenance, and other restricted local. Trustees unanimously approved the 2016-2017 Unaudited Actuals along with budget revisions for the 2016-17 school year as attached to these minutes<sup>17</sup></p> |
| Board/Superintendent Comments                      | <p>Trustees shared on their recent visits to Back to School Night. They were impressed by the parent attendance and how well the teachers navigated through everything. The energy level was high and very positive. Mayor Rose Espinosa visited El Cerrito and is interested in seeing more community involvement the city and school district.</p> <p>Associate Superintendent of Human Resources Teresa Egan had a walk-through with Trustees to observe Wonders in use by the students. They were pleased to see how well the curriculum corresponds with Common Core and English Language Arts standards. She also explained how Eureka Math is also being piloted.</p> <p>The La Habra Journal featured Sandi Baltes being honored with the “City with Heart” award by the American Heart Association and a nice article on the Water Guardians being recognized at Washington Middle School for creating Assembly Bill 1343.</p>   |
| Adjournment  | <p>Board President Ofelia Hanson announced that the next meeting will be held on October 12, 2017 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 John A. Dobson, and a second to the motion by Cynthia Aguirre the meeting was adjourned at 7:03 p.m.</p>   |
| Board Minutes Approved:                            | <p>October 12, 2017</p> <div style="text-align: right;"> <br/> Joanne Culverhouse, Ed.D.<br/> Secretary to the Board </div>  |

<sup>1</sup> Approval of Minutes

<sup>2</sup> Contracts – Ed Services

<sup>3</sup> Staff Development

<sup>4</sup> Memberships

<sup>5</sup> Memorandum of Understanding

<sup>6</sup> Contracts – Business Services

<sup>7</sup> Field Contracts

<sup>8</sup> Expenditures

<sup>9</sup> Surplus

<sup>10</sup> Donations

<sup>11</sup> Change of Status

<sup>12</sup> Extra Earnings

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- <sup>13</sup> New Hires
  - <sup>14</sup> Special Education Local Plan Area
  - <sup>15</sup> Early Retirement
  - <sup>16</sup> Resolution #12-2017
  - <sup>17</sup> Unaudited Actuals