


LA HABRA CITY SCHOOL DISTRICT
Minutes of the Regular Board of Education Meeting
500 N. Walnut St.
La Habra, CA 90631
May 23, 2013

Call to Order Regular Meeting	The formal call to order of the Board of Education Meeting of the La Habra City School District was called by Board President, Paul S. Rodriguez, at 5:00 p.m. Following no public comment, Trustees adjourned to Closed Session.
Board Members	Board Members Present: Sharon H. Brown, President Linda Navarro Edwards, Vice President Sandi Baltes, Clerk John A. Dobson, Member Elizabeth Steves, Member
Administrators	Administrators Present: Susan Belenardo, Superintendent Teresa Egan, Administrative Director Educational Services Teri Louer, Administrative Director Student Support Services Karen Kinney, Chief Business Official
Work/Study Session	A work/study session began at 4:00 p.m. Chief Business Official, Karen Kinney, presented Trustees with an overview of the Third Interim Report and District Budget. Karen explained that whenever the second interim is a qualified report the District is required to file a third interim report that needs to be approved by the end of May. Karen reviewed the Statutory COLA and Revenue Limit ADA. The County agreed that in light of the District's low risk tolerance the most financially sound way for the District to project is with the full deficit factor. The ADA level for this year did come down a little more than what was projected and next year we are expecting another drop in ADA. The third interim is projected with lower enrollment and lower ADA. Proposition 30 was approved by the voters with no new programmatic funding for schools. The funding is still significantly below the 2007-08 levels. Karen explained that the Local Control Funding Formula (LCFF) for 2013-14 is not being forecasted at this time as it is too indefinite. Karen provided and explained charts showing 2012-13 third interim revenues and expenditures. She gave the 2012-15 revenue limit projections and explained that if the LCFF does go through that it would only raise us up a little. The projected ending balance for 2014-15 would be short of making our commitments by \$852,000 assuming no new money comes in. Karen explained that the District is still deficit spending as our expenses exceed our revenue. She projected that we will exceed revenue by \$1.3 million in the current year, \$1.0 million in 2013-14 and \$2.0 million in 2014-15. The estimate for 2012-13 unrestricted ending balance is \$3.4 million and the restricted ending balance is \$986,468. The District has its low point in April and had to borrow \$4.0 million dollars from the County Treasury. As we continue to decline we anticipate the need to borrow another \$4.0 in August and March. Karen explained that if the LCFF goes through then for class size reduction it is estimated to require two (2) new teachers in K-3 to comply with projected requirements. The District will need to add at a minimum of seven (7) new teachers to decrease one (1) student in each class. Karen answered various questions from Trustees and the audience regarding salary schedules, scattergrams, security guards, McGrath Consulting and health and welfare costs per unit. A review of the multi-year projection and salary schedule handouts were given.
Public Comment on Closed Session Items	None
Second Call to Order Regular Meeting	Board President, Sharon H. Brown, called the Regular Meeting of the Board of Education to order at 7:07 p.m.
Pledge of Allegiance to the Flag	Board President, Sharon H. Brown, asked Louise Gant to lead the pledge of allegiance to the flag.
Report from Closed Session	None

Adoption of the Agenda	An addendum to the agenda for item 16a. under Business Matters was pulled. The bid protest of C.I. Services was withdrawn, and on a motion made by John A. Dobson, and a second to the motion by Sandi Baltes item 16a was pulled from the agenda. On a motion made by John A. Dobson, and a second to the motion by Linda Navarro Edwards, Trustees unanimously adopted the agenda for May 23, 2013.
Special Presentations <ul style="list-style-type: none"> Teacher of the Year Nominees for 2014 Certificated/ Classified Retirees 	<p>The Superintendent expressed her pleasure in beginning the meeting with some very special honors.</p> <p>First, Nominees for Teacher of the Year were introduced and presented with a certificate. Special recognition was given to Betsy Olson as the District nominee submitted to the County. Congratulations Betsy!</p> <p>Superintendent Susan Belenardo and Director of Classified Personnel, Carol Argomaniz tag teamed recognizing certificated and classified retirees. Each certificated retiree was introduced by their respective Principal/Administrator who honored them with a description of their service and shared stories of their personal strengths and contributions to their students. Carol provided a description of the role each classified employee had contributed in the various schools and departments they worked in. Each retiree was presented with the traditional engraved school bell on behalf of the Board of Education by Board President, Sharon H. Brown.¹</p> <ul style="list-style-type: none"> Certificated Retirees: Marie Brown, Carol Tsouros, Dorothy Kelly and Olga Miller Classified Retirees: Cindy Starnes, Twila May and Robert Redondo <p>Superintendent Susan Belenardo and Administrative Director Educational Services, Teresa Egan recognized Principal Cathy Kalceovich for her years of service to the students in the District and wished her well in her retirement.</p>
Minutes of the Regular Board Meeting of: May 9, 2013	The minutes of the Regular Meeting of May 9, 2013 were unanimously approved on a motion made by Sandi Baltes, with a second to the motion by John A. Dobson. ²
Correspondence	None
Superintendent's and Trustees' Report	<p>Administrative Director Educational Services, Teresa Egan, introduced Kelsi from the OC Marathon Foundation who awarded students with marathon medals for their participation in Kids Run the OC. There were over 4500 total participants with 40 from the District and School Readiness Program. She congratulated them for their hard work and accomplishments in preparing and running in this event. Patty Gaby from Las Positas School explained how very proud she was with her students for their dedication in training for this event.</p> <p>Superintendent, Susan Belenardo, thanked Oralia Birakos and Patty Gaby for all of their hard work in getting the kids ready for the marathon. Dr. Belenardo discussed the highlights in the La Habra Journal on page six. Ken Hollon was recognized at the Orange County Music and Arts Educators Awards Ceremony and Betsy Olson and the KidZone staff were presented with this year's Masonic Lodge Award. Another highlight was the first annual English Learner Award presented to Peggy Madrid and Amy Van Cleave on May 8th at the Orange County Department of Education. Pictures of the runners from Kids Run the OC and Washington and Imperial's Academic Pentathlon winners were displayed. Imperial also received double coverage on their Pentathlon winner on page 10. Dr. Belenardo announced that the District received recognition from the La Habra Children's Museum thanking us for participation in the "Yong at Art Program".</p> <p>Dr. Belenardo introduced Academic Coach Jody Green who gave a show and share presentation on the current District highlights. Jody shared short films from Ms. Putnam, Ms. Quintanilla, Mrs. Atkinson, Mr. Cukro and Mr. Rosell's classes that featured Project Based Learning, STEM and the understanding of Math through technology. She shared a wonderful video created by students in Mrs. Verdugo's class on "Why Your Student Should Attend WMS". Jody also announced that 400 iPads were distributed for the pilot program two weeks ago and the students are really excited about it.</p> <p>Trustees shared their experiences at the recent open houses at Las Lomas and Ladera Palma. The rain forest display in room 9 and Las Lomas was very beautiful and Ladera Palma had a lot of exciting learning going on. Board Member, John A. Dobson, explained how he enjoyed being a judge for Washington Middle Schools TSMA presentations and was amazed on the public speaking skills of the students.</p> <p>Superintendent, Susan Belenardo, attended Imperial Middle School's first drama production of "Through the Looking Glass". It was a very well done production and the kids did very good and completed the first half of the play with no script. It was the first performance in front of an audience. She also announced that Artists of America began an after-school cartooning program at Imperial and yesterday they had an awards ceremony for students that participated in their program. The first place student received \$50, second place received \$30, and third place received \$20. The entries will be sent to Washington D.C. as this was the first time they had a Middle School participate in this program.</p>

Public Comment	None
General Matters Action Item: Consent Calendar	Trustees unanimously approved the Consent Calendar on a motion made by John A. Dobson, and a second to the motion by Elizabeth Steves: <ul style="list-style-type: none"> ➤ Approval of Independent Contractor Agreements as attached to these minutes.³ ➤ Approval of Staff Development for designated employees to attend conferences/workshops as attached to these minutes.⁴ ➤ Approval of extra pay requests per employee's contract's provisions and Education Code requirements as attached to these minutes.⁵ ➤ Approval of Certificated and Classified resignations and ratification of New Hires as attached to these minutes.⁶ ➤ Approval of Annual Budget of Personnel Commission as attached to these minutes.⁷ ➤ Approval of the Expenditures Report for May 23, 2013 as attached to these minutes.⁸
Action Item: School Lunch Price Increase	On a motion made by John A. Dobson, and a second to the motion by Sandi Baltes, Trustees unanimously approved a \$.10 increase in the school lunch price for the elementary and middle schools effective July 1, 2013 as a result of Section 205 of the 2010 Child Nutrition Reauthorization Act as attached to these minutes. ⁹
Action Item: Public Hearing: Initial Contract Proposals	Board President, Sharon H. Brown, declared open an official public hearing to receive input on the District's Initial Contract Proposal to the La Habra Education Association and the Initial Contract Proposal to the District by the La Habra Education Association as attached to these minutes. ¹⁰ There being no public comment, the Hearing was closed.
Action Item: Initial District Proposal	On a motion made by Linda Navarro Edwards, and a second to the motion by Sandi Baltes, Trustees unanimously adopted the District's Initial Contract Proposal to the La Habra Education Association as attached to these minutes. ¹¹
Action Item: School Calendar	On a motion made by Sandi Baltes, and a second to the motion by Linda Navarro Edwards, Trustees unanimously adopted the proposed 2013-2014 school calendar as attached to these minutes. ¹²
Instruction and Personnel Action Item: Classified Early Retirements	On a motion made by Sandi Baltes, and a second to the motion by John A. Dobson, Trustees unanimously approved the Classified Early Retirement Request as attached to these minutes. ¹³
Business Matters Action Item: Fee Proposal and Work Authorization	On a motion made by Sandi Baltes, and a second to the motion by John A. Dobson, Trustees unanimously approved the Fee Proposal and Work Authorization for Architectural Services for the Phase I Measure 'O' Work Program as attached. ¹⁴
Action Item: Third Interim Report	Chief Business Official, Karen Kinney, had previously updated Trustees on the third interim report during the work/study session. She explained that the figures are slightly better and we are anticipating an ending balance of 3.4 million at the end 2013-14. We continue to deficit spend and without changes in the State's adopted budget we will have to cut expenditures for 2014-15 under the current funding formula. On a motion made by John A. Dobson, and a second to the motion by Linda Navarro Edwards, Trustees unanimously approved the Third Interim Financial Report to be submitted to the State of California as attached to these minutes. ¹⁵
Information Item: Cash Flow	Chief Business Official, Karen Kinney, explained that the current cash level is high due to a loan from the Orange County Treasury to cover cash shortfalls. At this time the District's cash position looks very good, but it will be interesting to follow the District's cash position over the next couple of months. The loan from the County will be repaid in July.
Information Item: Management Letter from the County	Chief Business Official, Karen Kinney, explained that the District received a letter from Wendy Benkert at the Orange County Department of Education on the Second Interim Report with advisement on the District's financial status. A copy of the letter was provided to Trustees. The letter addressed the Board's understanding that the District may not be able to meet current year financial obligations based on present projections and that the District is projecting enrollment to decrease by two (2) students in 2013-14 and increase by 16 students in 2014-15. She advised the District to closely monitor enrollment trends for appropriate budget adjustments. The letter also discussed the District's budget reduction plan to address the \$1.8 million budget shortfall through 2014-15. In light of the economic circumstances we are all facing, the uncertainty of future education funding and State deferrals, the County encouraged the District to maintain unrestricted reserves above the State minimum level.

Other Business from the Board	Board President, Sharon H. Brown, announced that graduation ceremonies will be held the morning of June 7 th . Trustees decided on which site they will be attending to assist with distributing the promotion certificates.
Adjournment	Board President, Sharon H. Brown, announced that the next meeting will be held on June 13, 2013 at the District Office Board Room at 7:00 p.m. There being no further business meeting items before the board, on a motion made by Sandi Baltes, and a second to the motion by Linda Navarro Edwards, the meeting was adjourned at 8:55 p.m.
Board Minutes Approved:	<p>June 11, 2013</p> <div style="text-align: right;">  Susan Belenardo, Ed.D. Secretary to the Board </div>

¹ 2013 Retirees

² Minutes of the Regular Board Meeting of May 23, 2013

³ Independent Contractor Agreements

⁴ Staff Development

⁵ Extra Pay Approval

⁶ Certificated and Classified Resignations and New Hires

⁷ Annual Budget of Personnel Commission

⁸ Expenditures Report

⁹ School Lunch Price Increase

¹⁰ Public Hearing - Initial Contract Proposals

¹¹ Initial Contract Proposals

¹² 2013-14 School Calendar

¹³ Classified Early Retirement

¹⁴ Fee Proposal and Work Authorization

¹⁵ Third Interim Financial Report