

LA HABRA CITY SCHOOL DISTRICT
Minutes of the Regular Board of Education Meeting
500 N. Walnut St.
La Habra, CA 90631
June 11, 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, Sharon H. Brown, at 6:00 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	<p>A work/study session began at 5:00 p.m. Superintendent, Susan Belenardo, introduced Bonnie McGrath of McGrath Consulting who provided a presentation on the Implementation of Common Core. Bonnie shared some background of her 30 years experience in education. She explained that the basic message for students has not changed, but the content has - we want students to be effective communicators both orally and written. The goal of LHCS D is to focus on teaching students the 21st century skills of learning (creativity, critical thinking, communication and collaboration) to get students college and career ready. Bonnie reiterated that it is not new, but rather taking what the District has identified as important and applying it to the common core. She explained that the assessment of common core will include selected responses, and constructed responses. The testing will begin in third grade and include technology enhanced items. Teachers and students will be able to take practice tests to help see what skills are needed at each grade level.</p> <p>The Common Core State Standards for English Language Arts consists of six shifts - more informational texts, shared responsibility for literacy, increased text complexity, test dependent questions, argumentation with text based evidence and focusing on academic vocabulary. Teachers leadership teams attend institutes and have been working together to get the message out to the school sites. Teachers are taking the many practices of GLAD, CGI and Step up to Writing and enhancing them to meet the Common Core Standards. The quality is the same but applied in a different content.</p> <p>The goal for La Habra was to have all teachers teaching common core standards for writing by using Step Up to Writing and 6+1 traits by June 2013. Bonnie explained how the structures of common core standards were delivered within the four institutes. Institute #1 – October 2012 – overview of common core and narrative writing text types; Institute #2 – November 2012 – informative/narrative - looking at student work from grade level peers at other schools; Institute #3 – February 2013 – opinion/argument; Institute #4 – May 2013- focused on the next steps and writing for 2013-14. The writing standard text types were new and took about three institutes to comprehend, but with the help from the writing committee members teachers were able to get to the next level. Students can now share speaking and listening ideas as well as understanding that talk is essential in writing. Next year's focus is based on reading standards using text complexity and the integration of reading, writing, speaking and listening.</p>
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 7:06 p.m.
Pledge of Allegiance to the Flag	Board President, Sharon H. Brown, asked Robbie Gelinas to lead the pledge of allegiance to the flag.

Report from Closed Session	None
Adoption of the Agenda	Board President, Sharon H. Brown, requested a motion to make a change in the agenda order. On a motion made by Sandi Baltes, and a second to the motion by Linda Navarro Edwards, Trustees unanimously agreed to move item #14a after the consent calendar. On a motion made by John A. Dobson, and a second to the motion by Linda Navarro Edwards, Trustees unanimously adopted the agenda for June 11, 2013.
Minutes of the Regular Board Meeting of: May 23, 2013	The minutes of the Regular Meeting of May 23, 2013 were unanimously approved on a motion made by Linda Navarro Edwards, with a second to the motion by John A. Dobson. ¹
Correspondence	None
Superintendent's and Trustees' Report	Superintendent, Susan Belenardo, shared a slide show of the 2012-13 happenings around the District. The slides showed how the students have been actively engaged in project based learning. Arbolita students created symbols and explained what each symbol meant. Sierra Vista utilized their iPads using my books app to create stories to share with their parents. Dr. Belenardo also shared pictures from the technology department of all the work they are doing to prepare the 1000+ iPads that will be distributed to students in 2013-14. Superintendent, Susan Belenardo and Trustees commented on the Middle School promotion ceremonies which they attended. The ceremonies were all very nice with great presenters. Senator Bob Huff presented Washington Middle School a \$5000 check for the Barona Indian Grant awarded earlier this year. Trustees commented that the ceremonies were well organized and upbeat and the students that spoke were very amazing. They noted that having the homeroom teachers present the diplomas was a nice touch to the ceremony and also commented on how respectful the students behaved. Dr. Belenardo complemented Suleymi Recinos on her Measure 'O' article in the La Habra Journal. Board President, Sharon H. Brown, shared information from the May School Board's Fiscal meeting with Ron Bennett the end of May. An interesting fact she shared was that California spends more per capita on every other area besides public education and that California is lower than every other State per capita in education. She also mentioned that if the Governor's plan is implemented La Habra should receive about \$342 more per student. The meeting was very informative.
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.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 ➤ Acceptance of donations as attached to these minutes.⁶ ➤ Approval of staff assignments for the 2013 Summer Academy as attached to these minutes.⁷ ➤ Approval of the Expenditures Report for May 23, 2013 as attached to these minutes.⁸
Information Item: Enrollment/Attendance Update	Superintendent, Susan Belenardo, reported that as of June 4 th , the District lost 10 students. We are above where we were last year at this time, however the projection is down and Kindergarten enrollment is still very low. Private preschools are encouraging parents to keep students in an extra year, which is creating an effect on our enrollment. Last year we picked up 98 students in kinder, and hope we see that again in August when everyone returns.
Information/Action Item: Board Meeting Schedule	Following discussion of the necessity for two Board Meetings in the months of July and August, it was determined that the optional meetings for July 11 th and August 8 th will be canceled to accommodate schedules and attendance. On a motion made by John A. Dobson, and a second to the motion by Elizabeth Steves, Trustees unanimously approved the changes in meeting dates for the 2013 Board Meeting Schedule as attached to these minutes. ⁹

Instruction and Personnel Information Item: Update on RISE program	Administrative Director, Teri Louer, updated Trustees on the RISE program. Jacob Davis and Lauren Myers were the two RISE teachers for the year. Teri reviewed the Response to Intervention triangle (RtI) explaining how RISE concentrates more on the Behavioral – PBIS area. Jake and Lauren focused on small group instruction, pull-out groups and support. This year they expanded from the middle schools to all nine sites. At the K-2 level the PBIS teams met beginning Fall of 2012 to plan and design Tier 1 implementation. Small group and individual intervention was provided by MFT and Counseling interns as well as trainees from local universities. They had monthly celebrations, expectation training stations and reinforcement for expected behaviors. In grades 3-5 the focus was on small group interventions targeting decision making, social skills and self management. They had cool tool assemblies, weekly lunch clubs and monthly celebrations for positive behavior. The Ambassador program included 65 students from Las Positas, 64 from Walnut and 16 from Sierra Vista. Students in the program learned about communication guidelines and conflict management, community involvement and participated in activities as ambassadors. The theme for 2012-13 which will continue for 2013-14 is P.E.A.C.E (People exhibiting acceptance and compassion for everyone). In grades 6-8 students participated in weekly lunch clubs, monthly celebrations for positive behavior and expectation trainings. There was support offered for academic strategies and individual interventions. Imperial Middle School held a Power of One Anti-Bullying assembly and had peer conflict resolution training. With the Save One Student program over 80% of the students raised their GPA. Washington partnered with Western Youth Services on coping skills and dealing with stress assemblies. Parents who had students with multiple F's were targeted to meet with administrative and intervention staff to review data and implement targeted interventions. Those students participated in small group and individual intervention for the trimester. Students who attended the parent night reduced their F's by 70% by the end of the 2 nd trimester.
Action Item: Declaration of Need for Fully Qualified Educators	Superintendent, Susan Belenardo, explained that should a need arise to hire a non-fully credentialed teacher for a select subject; an emergency/limited assignment permit may be issued. On a motion made by Linda Navarro Edwards, and a second to the motion by Sandi Baltes, Trustees unanimously certified that Emergency/Limited Assignment Permits may be issued during the 2013-2014 school year as attached to these minutes. ¹⁰
Action Item: 2013-2014 Consolidated Application for Funding Categorical Programs	On a motion made by Linda Navarro Edwards, and a second to the motion by Sandi Baltes, Trustees unanimously approved the 2013-2014 Consolidated Application for Funding Categorical Programs which includes Title I, Title II, Title III LEP and Economic Impact Aid as attached to these minutes. ¹¹
Business Matters Information Item: FCMAT Fiscal Review	<p>Chief Business Official, Karen Kinney, introduced Diane Branham and Julie Auvil from the Fiscal Crisis & Management Assistance Team (FCMAT) who provided Trustees with an overview of their findings and recommendations. FCMAT is an independent external agency funded by appropriation of the State budget and a fee schedule to the schools that are serviced. FCMAT was established by Assembly Bill 1200 in 1992 as a service to assist local education agencies in complying with fiscal accountability standards. FCMAT's scope of work for LHCS D was to review the 2012-13 general fund budget and provide multi-year financial projections (MYFP) for the current and two subsequent fiscal years using the first interim financial report as a baseline for the projection. The review included a cash flow component to project the District's cash balances for the 2012-13 and 2013-14 fiscal years. The MYFP and cash flow analysis also included the fiscal impact of all other funds and provided strategies for cash management from internal and external sources, if any.</p> <p>The FCMAT team validated the District's budget assumptions and provided recommendations for expenditure reductions or revenue enhancements to assist in sustaining the District's financial solvency under AB 1200. The District's primary objectives in completing MYFP are to achieve and sustain a balanced budget, improve academic achievement and maintain local governance. If the District runs out of money and can no longer pay the bills or make payroll, the State comes in provides a loan and takes full control. When the report was created FCMAT projected the changes made at second interim, included Governor's 13-14 budget proposal but did not include Local Control Funding Formula (LCFF). If the District continues to deficit spend like it has, in 2014-15 there will be a \$1.3 million negative fund balance. FCMAT recommends that the District: adopt a budget and MYFPs that eliminate deficit spending and meet reserve requirements in the budget and projection years; maintain a reserve level sufficient to ensure that cash is available to meet payroll and other expenditure obligations; prepare for possible impact of the LCFF in 2013-14; monitor and project student enrollment and ADA at each reporting period to ensure that the most recent data is included in budget adjustments; and, review contributions to restricted programs and develop a contingency plan to prepare for the possibility of federal funding reduction as a result of sequestration. FCMAT also discussed the consequences of becoming cash insolvent and warned that it could be severe and should be avoided to maintain local governance and control of the District. The projection of cash flow includes State cash deferrals, estimated Education Protection Account payments and a negative cash balance of \$2.1 million in June 2014. A recommendation made was to work with the County Office of Education in borrowing and clear all receivables and payables as soon as possible.</p>

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- ¹ Minutes of the Regular Board Meeting of May 23, 2013
 - ² Independent Contractor Agreements
 - ³ Staff Development
 - ⁴ Extra Pay Approval
 - ⁵ Certificated and Classified Resignations and New Hires
 - ⁶ Donations
 - ⁷ 2013 Summer Staff Schedule
 - ⁸ Expenditures Report
 - ⁹ 2013 Board Meeting Schedule
 - ¹⁰ Declaration of Need
 - ¹¹ 2013-2014 Consolidated Application for Funding Categorical Programs
 - ¹² Resolution #9-2013 / Flexibility Transfers
 - ¹³ Approval of Bid#B06-2013