

LA HABRA CITY SCHOOL DISTRICT
Minutes of the Regular Board of Education Meeting
500 N. Walnut St.
La Habra, CA 90631
February 28, 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 7:08 p.m.
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 was held at 4:30 with an update from Jeremy Cogan of Caldwell Flores Winters, Inc. (CFW) to present a recap of the elements of the 21st Century facility plan improvements. Jeremy highlighted Phase I improvement goals, roofing projects and schedule, surveyor and E-rate Requests for Proposals (RFP), changes in the learning environment and the academy facility visions. Phase I improvements primarily include reconfiguration and modernization of middle school facilities to support the District's academy-focused educational program. These improvements will enhance resources and support more individualized instruction including GATE program activities as well as help to stimulate growth in the District's average daily attendance. Phase I also includes a dedicated source of funds for critical roofing upgrades, deferred maintenance, energy management improvements, technology devices and infrastructure. The roofing project plan has been budgeted for \$875,000 for Phase I roofing improvements, which will supply approximately 52,000 square feet of new or improved roofing systems. District standards and a CMAS bid proposal will be presented to the Board on March 12th and the final bid package will be presented for Board approval on March 28th. The work will take place in two phases to minimize disruption to school facilities and includes construction during the District's spring and summer breaks. Jeremy explained that the RFP for land surveying services is necessary to prepare the initial project documents at the District's middle schools. The District and CFW made a recommendation to accept the proposal from Penco Engineering to complete required surveying work. CFW will assist the District's staff to finalize the required contract for Board action at its March 12th meeting. E-rate grant applications must be submitted by March 14th, and accordingly a recommended firm will be brought to the Board for approval at its March 12th meeting. Jeremy explained how students today expect to be able to create, consume, edit and share information with others instantly so it is very important to look at changes to the learning environment from a 21st Century learning style approach. The District's plan allocates funding for improvements that identify the unique innovative approach to each Academy site to parents, students and prospective transfers.</p> <p>Chief Business Official, Karen Kinney, reviewed preliminary information with Trustees on the Second Interim Financial Report which they will be requested to certify by the March 15th deadline. Karen explained that based on preliminary figures, the District is deficit spending an estimated \$1.9 million annually and will not be able to maintain a 3% Reserve for Economic Uncertainties through 2014-15 based on the information that we have at this time. She explained to Trustees that they have the option to certify as Positive and commit to maintain fiscal solvency to maintain the 3% reserve. The commitment to fiscal solvency would require a plan to implement spending reductions for 2013-14 and be prepared to make additional reductions to reduce deficit spending for fiscal year 2014-15 by March 2014. Trustees also have the option to certify the budget as Qualified indicating they may not have sufficient funds to maintain the required 3% reserve in the two subsequent years.</p>
Pledge of Allegiance to the Flag	Board President, Sharon H. Brown, asked Board Member, John A. Dobson, to lead the pledge of allegiance to the flag.
Action Item: Adoption of the Agenda	On a motion made by Sandi Baltes, and a second to the motion by Elizabeth Steves, Trustees unanimously adopted the agenda for February 28, 2013.
Minutes of the Regular Board Meeting of: February 14, 2013	The minutes of the Regular Meeting of February 14, 2013 were unanimously approved by Trustees on a motion made by John A. Dobson, and a second to the motion made by Elizabeth Steves. ¹

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Correspondence	None
Superintendent's and Trustees' Report	<p>Superintendent, Susan Belenardo, introduced, Principal, Mike Klewer, from Walnut School who was very excited to introduce his Special Education teacher, Jenna Carmichael, to demonstrate the wonderful things she is doing with her students using 21st Century skills. Mrs. Carmichael explained how they have been really trying to use iPads in the classroom to support instruction especially with writing. They have been using Dragon Dictation, practicing prewriting, doing final drafts and using their typing skills. It is a big motivator for the students and encourages them to want to write more. Mrs. Carmichael introduced five of her students. The students each shared their "My Pirate Adventure" stories they created using the "My Story" application on the iPad. Each story ranged from one to three paragraphs. In creating the stories, the students showed how they used prewriting skills, drew pictures and used the step-up pages to create the final draft. The "My Story" app allowed them to type in their story, illustrate it and record their voices making the stories come to life. Mrs. Carmichael stated it is especially great for students with speech problems to hear their own voices and go back and re-record until they get it to sound how they want it.</p> <p>Dr. Belenardo directed Trustees to turn to page 6 in the La Habra Journal. She pointed out the information on Kindergarten registration indicating the packets for Kindergarten and Transitional Kindergarten orientation are now available at the four primary schools. The was information on the Literacy Fair held this past Saturday and was a great success. The article also alerted parents to the start date for the 2013-14 school year, which is August 19th. Dr. Belenardo congratulated Officer Morrison on being recognized as the American Legion Officer of Year and thanked him for the support he provides to the District. Congratulations also to Betsy Olson for being nominated as the 2014 Teacher of the Year, the announcement was made at Imperial Middle School's Open House last night. Board Clerk, Sandi Baltes, was very impressed to see how many people attended the Open House; it was a great turnout.</p> <p>Trustees attended the State of the Community event and were all very impressed with the positive comments they heard after the presentation by the three local Superintendents on what has been going on at the schools. The presentation helped to educate the community on the forward thinking going on in the District.</p>
Public Comment	<p>Public Comment – Items not on the Agenda</p> <ul style="list-style-type: none"> ➤ Taryn McDonald from American Cancer Society presented Dr. Belenardo and Ms. Seighman with a plaque thanking them for their time, dedication and commitment to Relay for Life. This year's Relay for Life event will be held on June 22 – 23, 2013 at Imperial Middle School.
General Matters Action Item: Consent Calendar	<p>Trustees unanimously approved the Consent Calendar on a motion made by Linda Navarro Edwards, and a second to the motion by Sandi Baltes:</p> <ul style="list-style-type: none"> ➤ Approval of County and State Memberships 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 employees' contract provisions and Education Code requirements as attached to these minutes.⁴ ➤ Ratification of Certificated and Classified new hires as attached to these minutes.⁵ ➤ Approval of changes in select employees' status as attached to these minutes.⁶ ➤ Approval of the Expenditures Reports for February 21, 2013 and February 28, 2013 as attached to these minutes.⁷
Information/Action Item: Authorization of Public Meeting	<p>Administrative Director Student Support Services, Teri Louer, explained to Trustees, that regarding interdistrict transfer requests, the District must release a minimum of 75 students per Education Code 48204 (Allen Bill). For the 2013-14 school year, the District will have some openings and in order to fill those spaces, the District must have a lottery. On a motion made by Linda Navarro Edwards, and a second to the motion by Sandi Baltes, Trustees unanimously approved for Teri Louer and a minimum of one other individual to hold a public meeting to select by lottery the approved interdistrict transfers based on Ed Code 48204.</p>
Action Item: 2013 California School Boards Association Delegate Assembly Election	<p>Trustees discussed their ballot to be submitted to elect candidates for the 2013 California School Boards Association (CSBA) Delegate Assembly. Trustees are recommended to vote for up to nine candidates for the 2013 CSBA Region 15 Delegate Assembly. On a motion made by Sandi Baltes, and a second to the motion by John A. Dobson, Trustees unanimously voted to cast the ballot for the nine incumbents as attached to these minutes.⁸</p>

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<p>Action Item: Second Reading/Board Policy 1312.3</p>	<p>Administrative Director Student Support Services, Teri Louer, indicated that after review and approval of the first reading of Board Policy 1312.3, it is appropriate at this time for the Board to approve a second reading of the policy. On a motion made by Linda Navarro Edwards, and a second to the motion by Sandi Baltes, Trustees unanimously approved a second reading and adopted revisions to Board Policy 1312.3 (Uniform Complaint Procedures) as attached to these minutes.⁹</p>
<p>Instruction and Personnel Action Item: School Accountability Report Cards</p>	<p>Administrative Director Educational Services, Teresa Egan, explained that each year, all schools must update their accountability report card and present them to Trustees for approval. On a motion made by Elizabeth Steves, and a second to the motion by John A. Dobson, Trustees unanimously approved the individual School Accountability Report Cards for each of the nine schools as attached to these minutes.¹⁰</p>
<p>Information Item: School Readiness Update</p>	<p>Administrative Director Educational Services, Teresa Egan, introduced Oralia Birakos to present an update on the District's School Readiness Program. Oralia provided a powerpoint which included an overview of the program and explained that the mission is to work with parents and children from birth to 5 years to develop skills that build strong families and healthy children. The program focuses on encouraging children to explore and discover the world, develop friendships and be sensitive to other people's feelings. It also encourages children to make choices to foster self-esteem and confidence. The overall program has approximately 450 children registered. The Golden Bell-winning Music and Movement program is offered Monday – Friday with classes located in five different locations. Oralia announced that Lowell Joint has just added a Music and Movement class at El Portal. The Young Artists workshop, Mathland, and Learning Connection introduce children to early math concepts and science along with vocabulary skills and literacy and language development. Building Blocks inspires creative role play as the children take fieldtrips to local places in the community. Nutrition Wednesdays meets once a week and focuses on Harvest of the Month. There is a "My Plate" activity where the "Chef in Classroom" comes out to teach parents and children about healthy eating lifestyles and shares meals and recipes. Nutrition Wednesdays also focuses on health and safety by teaching the children how to practice routine healthy behaviors such as hygiene care and home safety. The Just Dance program offered through School Readiness helps keep the children active through dance and connects with others in the community. Mommy & Me Classes focus on exercise, exploration and bonding with babies. Teri Louer and Renee Gray have provided an intern counselor who provides individual one to one counseling to parents and their children by helping parents identify and work toward short and long term goals. Oralia described some upcoming events including the OC Marathon on May 4th where for the first time; this age group is being allowed to participate. There will be ten mandatory training days for those that have signed up for this event. Kindergarten/TK registration is on March 11th, Spring Family Eggstravaganza is on March 30th at El Centro Lions Park and Kindercaminata will be held on April 26th with approximately 570 kindergarten students participating. The Annual Literacy Fair took place last Saturday at Las Lomas from 9 – 12 with over 400 children and 300 parents attending. All children attending the Literacy Fair went home with a book for their personal library to practice their reading skills with their family. Parents have been very active and the numbers of children participating in School Readiness have grown over the past year.</p>
<p>Business Matters Information Item: Cash Flow Update</p>	<p>Chief Business Official, Karen Kinney, updated Trustees on the cash flow from January 10th – February 9th and indicated there were no low cash days during the current period. The levels have maintained, but the cash balance will drop in March and April before the District receives the April property tax revenues. Karen said she also anticipates a problem in June and the District may have to take a loan from the County Treasury to make payroll. Cash is still an issue and the 3% reserve does not cover payroll.</p>
<p>Other Business from the Board</p>	<p>Board Member, Elizabeth Steves, attended the Literacy Fair over the weekend and felt it was all very nice event and staff, parents and children were all very inviting. Elizabeth reminded Trustees about the Citrus Fair on April 19 – 21, and feels that the District should have a booth emphasizing the School Readiness program and Middle School Academies. Keeping the visibility up in the community is very important.</p> <p>Board Clerk, Sandi Baltes, reminded Trustees about the La Habra 5K on Saturday, March 23rd, and \$2.00 goes back to the schools for every student that participates.</p> <p>Dr. Belenardo reported how Ms. Seighman and Mr. Carlos had the opportunity to present at the La Habra Rotary meeting today on what is going on in their schools. There were many questions and comments and many were very interested in hearing about the academies.</p>

Suzar Belenart

Susan Belenardo, Ed.D.
Secretary to the Board

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- 2 Memberships
- 3 Staff Development
- 4 Extra pay Request
- 5 New Hires
- 6 Change of Status
- 7 Expenditures Report
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- 9 Board Policy 1312.3-Uniform Complaint Procedures
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