


LA HABRA CITY SCHOOL DISTRICT
 Minutes of the Regular Board of Education Meeting
 500 N. Walnut Street
 La Habra, CA 90631
 April 9, 2015

Board Members	Board Members Present: John A. Dobson, President Elizabeth Steves, Clerk/Vice President Ofelia Hanson, Member Ida MacMurray, Member Cynthia Aguirre, Member
Administrators	Administrators Present: Susan Belenardo, Superintendent Teresa Egan, Assistant Superintendent Educational Services Karen Kinney, Chief Business Official
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 5:00 p.m.
Public Comment on Closed Session Items	None
Work/Study Session	The work/study session began at 5:45 p.m. Superintendent, Susan Belenardo, explained how the Local Control Funding Formula (LCFF) is the funding and the Local Control Accountability Plan (LCAP) is the planning. With LCFF and LCAP Districts are now able to decide where they feel the dollars are best fit to meet the needs of the students in the community. These new opportunities also bring challenges, as it is now up to Trustees to decide, with the input from staff and community, how the funds will be spent to meet the needs of the students in the District. Trustees must look at how to use the dollars responsibly to build capacity within the district so that what is built is sustainable. Assistant Superintendent Educational Services, Teresa Egan, provided a summary of the meetings held to receive input on the LCAP from community groups as well as both bargaining units. She explained that the input indicated that the District's continuing area of needs in building capacity are to support students' social emotional needs and literacy skills. Teresa discussed how adding a Special Education Program Specialist could support high risk students, work with community agencies and provide more training and support to staff. Adding Community Liaisons to all sites at 5 hours per day will help assist with parent involvement. The Child Wellness and Welfare area will continue to work on safety plans, provide attendance support and work closely with the La Habra Police Department. Adding Literacy Coaches to the LCAP Plan will support building teacher's capacity in developing students' Literacy skills. Teresa explained how the plan should be reviewed, revised, and modified to meet the needs of our most high risk students. The Orange County Department of Education also requires the District to include in the LCAP services that were in place prior to the adoption of LCFF to support our targeted students.
Second Call to Order Regular Meeting	Board President, John A. Dobson, called the Regular Meeting of the Board of Education to order at 7:03 p.m.
Pledge of Allegiance to the Flag	Board President, John A. Dobson, asked Tori from Ladera Palma to lead the pledge of allegiance to the flag.
Report from Closed Session	Board President, John A. Dobson, reported that during closed session, student identified as Student #1212572 was recommended for expulsion from the La Habra City School District for one calendar year beginning April 10, 2015. A motion was made by Ida MacMurray, and a second to the motion by Elizabeth Steves. A roll call vote was taken to move that Student #1212572 be expelled for one calendar year and complete a rehabilitation plan. Student will be allowed to apply for readmission on/or after April 9, 2016. John A. Dobson – Aye Elizabeth Steves – Aye Ofelia Hanson – Aye Ida MacMurray – Aye Cynthia Aguirre – Aye

Action Item: Adoption of the Agenda	Board President, John A. Dobson, requested a motion to make a correction in the agenda for item #12b to read Board Policy 1312.3 - Uniform Complaint Procedures and item 12c to read Administrative Regulation 1312.3 – Uniform Complaint Procedures. On a motion made by Elizabeth Steves, and a second to the motion by Ida MacMurray, Trustees unanimously adopted the agenda for April 9, 2015 as corrected.
Action Item: Minutes of the Regular Board Meeting of: March 12, 2015	The minutes of the Regular Meeting of March 12, 2015 were unanimously approved by Trustees on a motion made by Ofelia Hanson, and a second to the motion made by Cynthia Aguirre. ¹
Correspondence	Board Clerk/Vice President, Elizabeth Steve, reported the following: <ul style="list-style-type: none"> ➤ Congratulated Garrett Joseph of Troop 871 for completing his requirements for the rank of Eagle Scout and earning the Eagle Award. ➤ The Board was very honored to receive all the thank you notes from the E-girls for attending the event at Cal-Poly Pomona.
Superintendent's and Trustees' Report	<p>George Lopez, Ladera Palma Principal introduced second grade teacher, Denise Olnyk who explained the purpose of the student project was to recreate a story the students read in class and transform it into non-fiction text. They used many different apps on their iPads to write the book. The students have been practicing their depth of knowledge (level of brain power). Since this project supports application and design, the students were very proud to have used four bars of brain power, which is the maximum power. This was a research and writing project that addressed many second grade common core standards. Students used digital tools to produce and publish writing in collaboration with peers. They used an informative text type and went through the writing process using the Step-up to Writing format. They included non-fiction text features and the class participated in collaborative discussions. The Excel class completed the project in two week using ten iPads. Mrs. Olnyk thanked Mr. Lopez for supporting her and the entire staff for using technology in the classroom, even when resources seemed limited. She also thanked Technology Coach, Jody Green for her support on this project. Students from Mrs. Olnyk's second grade Excel group demonstrated their steps and final project to Trustees.</p> <p>Superintendent, Susan Belenardo, presented certificates from the City of La Habra to Imperial Middle School ASB, Administrative Secretary Peggy Madrid and Clerk Typist, Sandra Velez for their support and dedication to Operation Santa. Administrative Secretary, Susan Gallego was recognized for her efforts in helping the District meet the initial CalPads certification deadline for all six data collections. Dr. Belenardo also shared a thank you note from the Orange County Department of Education to Executive Assistant, Danelle Bautista for the preparation and assistance on the recent review of LHCS D's certificated personnel assignments. The District has matched licensed staff to certificated needs for Deciles 1, 2, and 3 ranking at 100% during the 2014-15 school year.</p> <p>Dr. Belenardo shared the District's monthly report in the March 26th La Habra Journal. The article reported on select students from Washington Middle School's attendance at Cal-Poly Pomona's E-girl event. This all girl's event challenges students to think outside the box and construct a solution to solve engineering problems. Assembly Woman Chang will be touring Washington Middle School tomorrow morning to see their engineering program. The journal is also advertising our Kindergarten and Transitional Kindergarten registration. Another article described how 7th grade English Honor students at Imperial Middle School performed two mock trial cases on March 12th and 16th. The students were dressed up and performed the mock trial in the multi-purpose room which was set up to resemble a real court room. She also shared a piece in the Journal on how to access Let's Talk, if anyone has anything they want to share or any concerns they may have regarding the District. On page two of the Journal there is a picture and article with Sierra Vista School Principal Anna Dorado, accepting twelve computers donated from the human resources department at California State University, Long Beach. On page 4 of the Journal, El Cerrito School started their running club. In the April 9th Journal on the front page Director Programs and Assessment, Sheryl Tecker shares some background what we have been doing as a district to make sure our students are prepared for testing.</p>
Public Comment	None

<p>General Matters Action Item: Consent Calendar</p>	<p>Trustees unanimously approved the Consent Calendar on a motion made by Elizabeth Steves, and a second to the motion by Ofelia Hanson:</p> <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 employees' contract provisions and Education Code requirements as attached to these minutes.⁴ ➤ Ratification of Certificated and Classified resignations and new hires as attached to these minutes.⁵ ➤ Approval of changes in select employees' status as attached to these minutes.⁶ ➤ Ratification/approval of the Expenditure Reports as attached to these minutes.⁷
<p>Information/Action Item: Proposed Revision to Board Policies – First/Second Reading</p>	<p>Superintendent, Susan Belenardo, explained that due to the Federal Compliance Monitoring Requirements updates to Board policies 1312.3 and 6174 are being recommended as a first and second reading. On a motion made by Ida MacMurray and a second to the motion by Elizabeth Steves, Trustees unanimously approved Board Policy 1312.3 – Uniform Complaint Procedures and Board Policy 6174 – Education for English Learners as attached to these minutes.⁸</p>
<p>Information Item: Revised Administrative Policies</p>	<p>Superintendent, Susan Belenardo, explained that the Administrative Regulations are to be in alignment with the Board Policies and have been updated per the Compliance Monitoring Requirements.</p>
<p>Information Item: Transportation Department Update</p>	<p>Director of Transportation, Mary Allen, was introduced to provide an update on the Transportation Department. A review of the school bus safety facts and daily requirements for all bus drivers was discussed. The transportation staff currently consists of one director, one dispatcher, ten bus drivers, two sub bus drivers, and two mechanics. The LHCS D currently provides transportation services for the nine district sites, three out-of-district schools, and two daycare centers. They transport 822 students daily at no cost to parents. The District follows the renewal training requirements under Education Code 40085, which states that all school bus drivers are required to successfully complete at least 10 hours of classroom, behind the wheel or in-service training during each 12 months of certificate validity. If a driver fails to complete the training their School Bus Certificate will be canceled. Mary reviewed the State and Federal guidelines that bus drivers must follow and explained the daily pre-trip check list that each driver completes prior to leaving the yard. Buses are inspected daily by the driver and annually by the California Highway Patrol to ensure the buses meet safety standards. In addition to those inspections, District mechanics perform inspections every 45 days or 3,000 miles, whichever comes first. Mary explained that the District received a grant in August 2013 that provided the District with four new CNG buses to replace the four pre-1994 diesel busses. The bus pass program is still in effect and has been working out very well for both the drivers and the students. Last year the District began using a color dot and colored plastic loop for K-2 students for Wednesday early day take home, and the system has been working well. On April 27th notices will be sent with bus riders to alert parents that commitment forms will be going out on May 7th. June 11th will be the deadline to receive those forms as the department needs time to process all passes and get out to students by July 28th.</p>
<p>Transportation Item: Williams Uniform Complaints</p>	<p>Assistant Superintendent Educational Services, Teresa Egan, reported no findings or complaints per the Williams legislation for the January 1 to March 31, 2015 quarter.</p>
<p>Business Matters Action Item: Approval of Resolution #5-2015</p>	<p>After a motion made by Elizabeth Steves, and a second to the motion by Ida MacMurray, Karen Kinney, Chief Business Official provided information on Resolution 5-2015, Establishing Building Fund 26 for "2015 Series B". Karen explained that the District successfully sold the bonds a month ago and it is recommended that the funds be kept in a separate fund for accounting purposes. Trustees unanimously approved Resolution #5-2015, Establishing Building Fund 26 for "2015 Series B" in order to renovate, repair, make improvements and construct classrooms for the purposes described in Measure 'O' and applicable laws as attached to these minutes.⁹</p>
<p>Action Item: Approval of Resolution #6-2015</p>	<p>After a motion made by Ida MacMurray, and a second to the motion by Ofelia Hanson, Chief Business Official, Karen Kinney, explained that the County Treasurer has allowed us to borrow money in the event there is a shortfall of cash. This resolution is good until 2018. Karen explained that if we did have to borrow from the County, the fee is only five basis points over the interest rate which is much lower than a TRANS. Trustees unanimously adopted Resolution #6-2015 authorizing the County Treasurer to issue a temporary transfer to meet its ongoing operating expenses to the La Habra City School District for fiscal years 2015-16, 2016-17, and 2017-18 as attached to these minutes.¹⁰</p>

Action Item: Approval of Resolution #7-2015	After a motion made by Ofelia Hanson, and a second to the motion made by Cynthia Aguirre, Chief Business Official, Karen Kinney, explained that this is a housekeeping resolution that is done each year. In the event there is a shortfall it allows the district to borrow between funds to keep cash flow going. Trustees unanimously adopted Resolution #7-2015 authorizing the District to make temporary transfers between District Funds to ensure enough cash to meet fiscal obligations as attached to these minutes. ¹¹
Other Business from the Board	Trustees were happy to have the opportunity to attend the PTA Honorary Service Awards Dinner last week. They thanked the PTA for having them be a part of this very nice event.
Adjournment	Board President, John A. Dobson, announced that the next meeting will be held on Thursday, April 23, 2015, 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 Elizabeth Steves, and a second to the motion by Ofelia Hanson, the meeting was adjourned at 8:21 p.m.
Board Minutes Approved:	<p>April 23, 2015</p> <div style="text-align: right; margin-top: 100px;">  Susan Belenardo, Ed.D. Secretary to the Board </div>

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- ¹ Approval of Minutes
 - ² Contracts
 - ³ Staff Development
 - ⁴ Extra pay Request
 - ⁵ New Hires/Resignations
 - ⁶ Change of Status
 - ⁷ Expenditures Report
 - ⁸ Approval of Board Policies
 - ⁹ Resolution #5-2015 – Establishing Building Fund 26 for “2015 Series B”
 - ¹⁰ Resolution #6-2015 – Temporary Transfer
 - ¹¹ Resolution #7-2015 – Temporary Borrowing between District funds