LA HABRA CITY SCHOOL DISTRICT

Minutes of the Regular Board of Education Meeting 500 N. Walnut St. La Habra, CA 90631 July 25, 2013

Call to Owden	The formal call to order of the Board of Education Meeting of the La Habra City School District was called by
Call to Order	
Regular Meeting	Board President Sharon H. Brown, at 6:00 p.m.
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Board Members	Board Members Present: Sharon H. Brown, President
	Linda Navarro Edwards, Vice President
	Sandi Baltes, Clerk,
	Elizabeth Steves, Member
	Board Members Absent: John A. Dobson, Member
Administrators	Administrators Present: Susan Belenardo, Superintendent
	Karen Kinney, Chief Business Official
	Administrators Absent: Teresa Egan, Administrative Director Educational Services
	Teri Louer, Administrative Director Student Support Services
	Tori Educi, Administrative Director Student Support Services
Public Comment on	None
	None
Closed Session Items	
Second Call to Order	Board President, Sharon H. Brown, called the Regular Meeting of the Board of Education to order at 7:08 p.m.
Regular Meeting	
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Pledge of Allegiance to	Board President, Sharon H. Brown, asked Anna Dorado to lead the pledge of allegiance to the flag.
the Flag	
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Report from Closed	Board President, Sharon H. Brown, offered congratulations to Anna Dorado as the Board of Trustees had
Session	approved her appointment during Closed Session as the new Principal at Sierra Vista School.
Action Item:	On a motion made by Sandi Baltes, and a second to the motion by Linda Navarro Edwards, Trustees
Adoption of the Agenda	unanimously adopted the agenda for July 25, 2013.
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Minutes of the Regular	The minutes of the Regular Meeting of June 27, 2013 and the Special Meeting of July 18, 2013 were
	unanimously approved by Trustees on a motion made by Elizabeth Steves, and a second to the motion made by
Board Meeting of:	
June 27, 2013 and	Sandi Baltes. ¹
Special Meeting of:	
July 18, 2013	
Correspondence	None
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Superintendent's and	Superintendent, Susan Belenardo, asked Trustees to turn to page six in the La Habra Journal, where it discussed
Trustees' Report	the Summer Academy Steaming forward and gave an update on Measure 'O'. Measure 'O' projects include the
Trustees Teport	Imperial Middle School courtyards that are now dirt in preparation for pavers to be placed and the roofing
	projects at five schools that are also in progress. The Journal page also highlighted constructing 21st Century
	projects at tive schools that are also in progress. The Journal page also inglinging the Collist acting 21 Century
	teaching and learning which shared how the District is addressing the Four C's and creating 21st century learning
	environments. The ad also congratulated the Board on approving a resolution for supporting the Partnership for
	21st Century Education (P21). Back to school dates and kinder orientation dates were also mentioned in the ad
	Dr. Belenardo shared a few more publicity articles from School Boards Class Act which featured an article of
	our School Readiness Program and another from the American School Board Journal which featured a quote
	from Board President, Sharon H. Brown, on test scores in schools.
	Dr. Belenardo presented Trustees with a "Technology in a Bag" hands on activity which explained how
	technology is man-made. The activity reflected what the students learned during summer academy. Using
	Colored Technology is man-made. The activity reflected what the students learned during summer academy. Using
	Science, Technology, Engineering and Math, the students were given supplies to identify an object, draw a
	picture and then decide what the object does and what problem it solves. Dr Belenardo shared pictures of
	students and their projects from the Summer Academy Showcase. She was very grateful to all those who came
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	out to support the students. Board members shared information from the recent School Services of California workshop regarding the Local Control Funding Formula (LCFF). They expressed how very confusing it all is. The money is coming is, but the rules on how the money is used is still unclear.
Public Comment	Board President, Sharon H. Brown, recognized those persons wishing to address the Board on public comment: Kevin Jacobson – Parent – Expressed concern on the earlier start date for students this year and the need to keep focus on keeping the honors programs at the middle schools.
General Matters Action Item: Consent Calendar	 Trustees unanimously approved the Consent Calendar on a motion made by Sandi Baltes, and a second to the motion by Linda Navarro Edwards: 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 as attached to these minutes.⁵ Approval of Donations as attached to these minutes.⁶ Approval of the Expenditures Reports as attached to these minutes.⁷
Instruction and Personnel Information Item: Williams Uniform Complaints	Superintendent, Susan Belenardo, reported that once again, there have been no complaints filed with the District per the Williams legislation
Action Item: Certificated Waivers	On a motion made by Linda Navarro Edwards, and a second to the motion by Sandi Baltes, Trustees unanimously approved certificated waivers for Speech and Language Specialists for the 2013-2014 school year as attached to these minutes. ⁸
Action Item: Student Teaching Agreement	Superintendent, Susan Belenardo, presented the standard student teaching agreements entered into with universities wishing to place student teachers with a master teacher in the LHCSD. On a motion made by Sandi Baltes, and a second to the motion by Linda Navarro Edwards, Trustees unanimously approved of the student teaching agreement with Whittier College as attached to these minutes. ⁹
Business Matters Information Item: Cash Flow Update	Chief Business Official, Karen Kinney, updated Trustees on the June 11- July 10, 2013 cash flow. Karen explained that the actual cash is \$1.5 million under the loan amount. Cash continued low until June 26 th when the Prop. 30 funds came in. Prop. 30 is not new money, it is the cash that the State has been holding since they adopted the 2012 budget pending the outcome of the fall election. In 2013-14 we will receive these funds in quarterly payments. The District anticipates that we will be able to still meet the August 30 th Certificated Payroll without taking a loan.
Information Item: Management Letter from the County Office	Chief Business Official, Karen Kinney, reviewed a management letter from the Orange County Department of Education on the 2012-13 End of Year Projection Annual Report. It discussed how the District submitted a qualified First and Second Interim which indicates that the District may not meet its financial obligations for the current fiscal year or two subsequent years. It also highlights that, at the time this letter was written, a change due to the Local Control Funding Formula may provide more of an optimistic outlook for the State to fund the cost of living adjustment increase for the next couple of years. Based on these factors the County is still recommending that the District closely monitor cash flows; maintain reserves higher than the state recommended minimum level; and, bring ongoing expenditures in line with revenues.
Information Item: Update on the 2013-14 State's Budget	Chief Business Official, Karen Kinney, updated Trustees on the States 2013-2014 Budget. Karen explained that guidance is not yet clear on what the State's new Local Control Funding Formula (LCFF) will mean for La Habra. It is anticipated that the LCFF will fund the gap from where our funding should be and help us meet the funding target in over eight (8) years. This year's funding represents 11.78% of the gap and we anticipate that to equal about \$2.0 million. Included in that funding amount is class size reduction funding which requires us to lower our class sizes a little bit. Karen explained that it is very complicated as it will have to be a school by school process. The target goal is 24-1, but each school may vary slightly. Karen is anticipating that four (4)

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	teachers may need to be added. It is also recommended that a separate reserve be set up for LCFF as this funding is very volatile, not knowing if it will definitely happen next year The net of the LCFF new funding should be about \$1.2 million. The prefunded projections are from Fall of last year which include counts for free and reduced meal applications and English language learners that are about 73%. The entire funding for the year is dependent on this year's meal applications being processed and in the system by October 2 nd . More money will be coming in for Common Core at about \$200 per enrollment, and the Prop. 39 energy efficiency program project at about \$300,000. Right now the State has not been able to update the current budgeting system or provide guidance on how all the money can be used. As soon as we get more information we will able to provide more information on budget.
Action Item: Approval of Fee Proposal and Work Authorization for Management Services	Scott Gardiner, from Caldwell Flores Winters, explained the need for a project inspection firm for the Phase I Measure 'O' work program. As work is completed to modernize the facilities the Division of State Architect must come in and approve the plans. When building is started a full time inspector must be hired to look out for our best interest. When the building process begins then testing and inspection of the work must be inspected by a firm on a full time basis. On a motion made by Elizabeth Steves, and a second to the motion Linda Navarro Edwards, Trustees unanimously approved American Engineering Laboratories, Inc., as the firm to perform the project inspection services for the Phase I Measure 'O' work program to inspect general contractor's work for compliance with the plans, specification and various codes answering to the Divisions of State Architect as attached to these minutes. ¹⁰
Action Item: Approval of Bid #B07- 2013	Chief Business Official, Karen Kinney, explained that the purchasing department advertised for bids on the completion of courtyards at Imperial Middle School and the installation of the marquees at both Imperial and Washington Middle Schools. On a motion made by Sandi Baltes, and a second to the motion by Elizabeth Steves, Trustees unanimously awarded Bid #B07-2013 to Minako American Corporation (dba Minco Construction) as attached to these minutes. ¹¹
Other Business from the Board	Board Clerk, Sandi Baltes and Board Member, Elizabeth Steves, announced the following upcoming events: • Advance! Fundraiser at El Cholo on Wednesday, September 25 th . • 65 th Annual La Habra Corn Festival, August 2 nd – 4 th with a parade on Saturday at 9:30 a.m.
Adjournment	Board President, Sharon H. Brown, announced that the next regular meeting has been changed to Wednesday, August 28, 2013 in order to have a quorum. There being no further business meeting items before the Board, on a motion made by Linda Navarro Edwards, and a second to the motion by Sandi Baltes, the meeting was adjourned at 7:57 p.m.
Board Minutes Approved:	August 28, 2013
	Susan Belenardo, Ed.D. Secretary to the Board
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¹ Minutes

Minutes
 Contracts
 Staff Development
 Extra pay Request
 Resignations
 Membership Renewals
 Expenditures Report
 Certificated Waivers
 Student Teaching Agreements
 Approval of Project Inspection Firm
 Approval of Bid#B07-2013