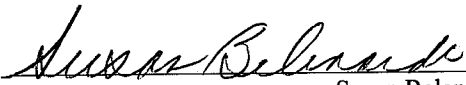


LA HABRA CITY SCHOOL DISTRICT
 Minutes of the Regular Board of Education Meeting
 500 N. Walnut St.
 La Habra, CA 90631
 September 13, 2012

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: Paul S. Rodriguez, President Sharon H. Brown, Clerk Susan M. Hango, Member Sandi Baltes, Member Linda Navarro Edwards, Vice President
Administrators	Administrators Present: Susan Belenardo, Superintendent Teri Louer, Administrative Director Student Support Services Karen Kinney, Chief Business Official Teresa Egan, Administrative Director Educational Services
Work/Study Session	At 6:20 p.m., Trustees met in a work/study on Board Representation, Governance Handbook and Strategic Plan. Trustees reviewed the Board Governance Handbook changes that were made since the last meeting. Updates were made in Board Representation section. Phone numbers and job titles were also updated on the employee information section. Strategic Plan format was discussed and goals 1-3 were reviewed. Minor changes and additions were made to these goals. Trustees will continue with goals 4 -5 at next meeting.
Public Comment on Closed Session Items	None
Second Call to Order Regular Meeting	Board President, Paul S. Rodriguez, called the Regular Meeting of the Board of Education to order at 7:10 p.m.
Pledge of Allegiance to the Flag	Board President, Paul S. Rodriguez, asked Susana Gallego 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 13c. was reviewed and on a motion made by Linda Navarro Edwards, and a second to the motion by Susan M. Hango, Trustees unanimously adopted the agenda for September 13, 2012 with the addendum as attached to these minutes. ¹ Also included in this action was a change in the location for next Board Meeting to be held at Washington Middle School.
Minutes of the Regular Board Meeting of: August 23, 2012	The minutes of the Regular Meeting of August 23, 2012 were unanimously approved on a motion made by Sharon H. Brown, with a second to the motion by Sandi Baltes. ²
Correspondence	Board Clerk, Sharon H. Brown, reported the following correspondence: Teresa Egan sent a thank you note to the Board for their kind words and generous donation to the Boys and Girls Club in memory of her mother-in-law Joan Egan. Her card expressed how Joan enjoyed working in this District for more than seven years and how she made a difference serving as "Grandma Joanie" to hundreds of children in the LHCS.
Superintendent's and Trustees' Report	Superintendent, Susan Belenardo, expressed her pleasure in announcing that the District received notification from CSBA that our Music and Movement – On the Go has been selected as a finalist for the 2012 Golden Bell Awards! Dr. Belenardo presented a video of the first days of school in the District. Video clips highlighted 21 st Century skills at Imperial Middle School, video from Las Positas teachers on making kids excited about writing, Sierra Vista shared pictures of project based learning and iPad training for their students. Other highlights included an article from the Orange County Register of El Cerrito's students going back to school, and the La Habra Journal showed a picture, on the front page, of a mother taking her child to school at Ladera Palma. Walnut shared pictures from Grandparents' Day and Arbolita shared the first day of school rules for kindergarten.

<p>Board Meeting Minutes September 13, 2013 Page 2 General Matters Action Item: Consent Calendar</p>	<p>Trustees unanimously approved the Consent Calendar on a motion made by Linda Navarro Edwards, and a second to the motion by Sharon H. Brown:</p> <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 changes in select employee's status as attached to these minutes.⁷ ➤ Approval of the Expenditures Report for July 12, 2012 and July 13, 2012 as attached to these minutes.⁸
<p>Information Item: Enrollment Report</p>	<p>Superintendent, Susan Belenardo, reported that enrollment is at 117 students over the projected number with a majority of new students in Kindergarten. A class was added at El Cerrito to accommodate the overflow of kindergarten students. Transportation has provided information on students attending CDC and the K-2 Administrators will meet tomorrow to discuss how to balance some of the classes and maximize resources with the least amount of movement. The 3-5 enrollment has been consistent. Las Positas and Sierra Vista will be closed to third grade and any new students will be sent to Walnut at this time. Imperial is down about nine and Washington is up about forty. Imperial opened two Science sections because they had large numbers of students in those classes. Mr. Carlos is working on balancing classes and reorganizing some classes and student schedules at Washington. They are hopeful that all finalizing of classes will be made by the end of next week.</p>
<p>Instruction and Personnel Action Item: Student Teaching Agreements</p>	<p>Administrative Director of Educational Services, Teresa Egan, 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 Susan M. Hango, Trustees unanimously approved of two student teaching agreements with CalStateTECH University and Whittier College as attached to these minutes.⁹</p>
<p>Information Item: 2011-2012 Health Services Report</p>	<p>Susie Kurth, R.N. presented the Health Services Report for 2011-2012. Susie discussed the hot topics in the District with regards to immunization requirements, emergency treatment of seizures, diabetes and individual student health plans. Kindergarten immunizations are 98.2% up to date with the remaining percent on waivers. Another hot topic is the "No Shot, No School" requirement for 7th graders who need the Tdap booster. She reported that as of the end of the first week of school all 7th grade students had their boosters and were back in class. A new topic reported under Senate Bill 161, Emergency Treatment of Seizures, authorizing unlicensed staff to administer Diastat. Under the Bill the District is required to send an electronic notification to school employees asking for volunteers. Training is provided and volunteers are able to rescind their offer up to three days after the training or with a two week notification after the three day window. The current law regarding Diabetes still remains in effect of only allowing a licensed nurse to administer the insulin. All students requiring medication have an individualized health plan and an emergency care plan in place at the health office.</p>
<p>Action Item: 2012-13 Operations Application K-3 Class Size Reduction Program</p>	<p>Superintendent, Susan Belenardo, explained that we do still receive additional funding for class size reduction and this is the application that states we do intend to participate. On a motion made by Sharon H. Brown, and a second to the motion by Susan M. Hango, Trustees unanimously certified the 2012-2013 operations application for k - 3 Class Size Reduction Program funding as attached to these minutes.¹⁰</p>
<p>Business Matters Action Item: Budget Transfers</p>	<p>Chief Business Official, Karen Kinney, explained that budget transfers are related to the 2011-12 fiscal year and are part of the year end closing process. They have been included in the County books and auditors have already reviewed. On a motion made by Susan M. Hango, and a second to the motion by Linda Navarro Edwards, Trustees unanimously approved budget transfers #21-2012 - #27-2012 necessary to close the fiscal year for 2011-2012 as attached to these minutes.¹¹</p>
<p>Action Item: 2011-2012 Unaudited Actuals</p>	<p>Chief Business Official, Karen Kinney, thanked Robbie Gelinas, Fiscal Services Supervisor for her assistance working on the fiscal closing. The numbers have been audited by J. Garcia & Associates and have the assurance that they are accurate. On a motion made by Sandi Baltes, and a second to the motion by Sharon H. Brown, Trustees unanimously certified the filing of the 2011-2012 Unaudited Actuals Financial Report as required by Education Code 42100, along with Budget revision for the 2011-2012 school year as attached to these minutes.¹²</p>

<p>Board Meeting Minutes September 13, 2013 Page 3 Business Matters (cont) Action Item: Gann Appropriations Limit Resolution #28-2012</p>	<p>Chief Business Official, Karen Kinney, explained that the Gann Resolution is an annual statement of the District's estimated appropriations and is required for all Government agencies as a result of Proposition 4. On a motion made by Susan M. Hango, and a second to the motion by Sandi Baltes, Trustees unanimously approved the annual adoption of district's Gann Appropriations Limit Resolution for the current fiscal year and the actual appropriations limit for the preceding fiscal year as attached to these minutes.¹³</p>
<p>Information Item: Management Letter from the County Office</p>	<p>Chief Business Official, Karen Kinney, reviewed a management letter from Orange County Department of Education on the 2012-13 Adopted Budget – Single Adoption District which discusses financials and adopted budget. It discussed how it was prepared on the assumption should the measure pass, and to be proactive and have adequate unrestricted reserves to address declining enrollment and if the initiative should fail. It is a refresher on how the County reviews our budget.</p>
<p>Items Not on the Agenda</p>	<p>Board President, Paul S. Rodriguez, recognized those persons wishing to address the Board on items not on the agenda:</p> <ul style="list-style-type: none"> • John Dobson - Community Member, Substitute Teacher – Mr. Dobson wished to share concerns on Project – Based Learning. He understands the emphasis to get kids to think and discover, and knows the challenges that teachers face to get kids to understand word problems and algebra and applauds this effort. However, he is concerned that in this process we do not turn our back on teaching basic skills. He encourages the Board to pursue project based learning, but be sure students continue to learn their basic math skills.
<p>Other Business from the Board</p>	<p>Board Member, Susan M. Hango, said Back to School Nights have been very interesting and informative and it was nice to get them started off early in the year. Board Member, Sandi Baltes, announced that the City of La Habra will again be hosting a Veteran's Day activity for our 4th and 5th grade students to write thank you notes to our Veterans. The ceremony will take place on Veteran's Day at 1:00 p.m. in front of the Community Center. Board Member, Sharon Brown, announced that she attended a CSBA budget meeting yesterday at the County. The speaker, Kevin Gordon, spoke about both initiatives and how it looks and what may happen. He said it will be very dire if it does not pass. Superintendent, Susan Belenardo, also said that if it was defeated they are not thinking that they will take that much away from schools. It was an informative but rather depressing meeting. Board Member, Linda Navarro Edwards, thanked the candidates for coming out to the information meeting yesterday. Board President, Paul S. Rodriguez, thanked all the Principals for all of the outstanding Back to School Nights and felt everyone did a great job.</p>
<p>Adjournment</p>	<p>Board President, Paul S. Rodriguez, announced that the next meeting will be held on September 27, 2012 at Washington Middle School at 7:00 p.m. There being no further business meeting items before the board, on a motion made by Susan M. Hango, and a second to the motion by Linda Navarro Edwards, the meeting was adjourned at 8:48 p.m.</p>
<p>Board Minutes Approved:</p>	<p>August 23, 2012</p> <p style="text-align: right;"> Susan Belenardo, Ed.D.</p> <p>Secretary to the Board</p>

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- ¹ Addendum to the Agenda
 - ² Minutes of the Regular Board Meeting of August 23, 2012
 - ³ Independent Contractor Agreements
 - ⁴ Staff Development
 - ⁵ Extra Pay Approval
 - ⁶ Certificated and Classified Resignations and New Hires
 - ⁷ Personnel Change of Status
 - ⁸ Expenditures Report
 - ⁹ Student Teaching Agreements
 - ¹⁰ 2012-2013 Operations Application K-3 Class Size Reduction Program
 - ¹¹ Budget Transfer Resolutions #21-2012-#27-2012
 - ¹² 2011-2012 Unaudited Actuals
 - ¹³ Gann Appropriations Limit Resolution #28-2012