


LA HABRA CITY SCHOOL DISTRICT  
Minutes of the Regular Board of Education Meeting  
Imperial Middle School  
1450 S. Schoolwood Drive  
La Habra, CA 90631  
November 14, 2013

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 Teri Louer, Administrative Director Student Support Services Teresa Egan, Administrative Director Educational Services (present for work study) Karen Kinney, Chief Business Official
Work/Study Session	<p>A work/study session began at 4:00 p.m. Administrative Director Educational Services, Teresa Egan, reviewed the Common Core Implementation and Spending Plan with Trustees. She explained that the process of this implementation plan is to share the proposed plan with Trustees and the public, take any input needed for revisions and bring the plan back to Trustees for approval on December 12<sup>th</sup> for approval. The District will receive \$1 million dollars to spend on Common Core implementation between July 1, 2013 and June 20, 2015. The State allows the money to be spent on Professional Development, Instructional Materials and technology related to Common Core. For Common Core professional development the District will focus on Writing Across the Curriculum, Complex Text &amp; Close Reading and Mathematical Thinking Skills. In order to teach the higher levels needed to help students succeed teachers will focus more on Cognitively Guided Instruction in Math, Extending Children's Mathematics and GLAD. The Common Core emphasizes reading non-fiction and the District needs to purchase additional non-fiction materials as well as upgrade current ST Math programs to be more applicable on the iPad. While Measure O has allowed the District to be steps ahead of our surrounding districts in preparing for Common Core State testing, the District will need to purchase additional technology devices and accessories such as headphones and keyboards. Teresa provided Trustees with a handout on the proposed spending plan for Common Core State Standards. She estimated professional development expenditures at 64% (\$674,000), instructional materials expenditures at 22% (\$226,000) and estimated technology expenditures at 14% (\$150,000), which brings the total estimated funding over two years to \$1,050,000.</p> <p>Superintendent, Susan Belenardo, provided an update on K12 Insight's online virtual academy and the delivery options available for the District. Dr. Belenardo explained that in order for the District to offer a virtual academy and collect ADA the school would have to operate as a dependent charter or we would have to develop an plan to train teachers to teach an online course and develop curriculum. The benefits of a blended and virtual learning academy are the one-to-one focus that students will receive with more flexibility for teacher and student, however these options are not implementable at this time. The District is looking to offer an on line world language course. Dr. Belenardo shared facts on K12 Insight and their partnership with Middlebury College. She also shared that 26% of Americans speak a second language as opposed to 56% in other countries. Students that know a second language are more competitive in a global marketplace and have improved academic performance. There are different ways of putting the course together and as we look at the needs of the students we can create what best fits our district. With the current contract we have we can propose an exploratory world language to start in March in 6<sup>th</sup> grade as an elective course. The course could be six weeks of two languages or four weeks of three languages. The District is able to select any from five languages – French, Spanish, German, Mandarin, and Latin. It is suggested to select languages the local high schools offer. Dr. Belenardo met with the middle school principals who expressed their excitement about doing this as it moves us towards 21<sup>st</sup> century learning. Dr. Belenardo will have someone out come out in January to share a more comprehensive plan with Trustees.</p> <p>Trustees took the remainder of the time to review Title I surveys.</p>
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 5:30 p.m.

Public Comment on Closed Session Items	Following no public comment, Trustees adjourned to closed session.
Second Call to Order Regular Meeting	Board President, Sharon H. Brown, called the Regular Meeting of the Board of Education to order at 7:00 p.m.
Pledge of Allegiance to the Flag	Board President, Sharon H. Brown, asked Susan Goellrich to lead the pledge of allegiance to the flag.
Report from Closed Session	<p>Board President, Sharon H. Brown, reported that after discussion during closed session the Board recommends the rejection of the Claim #487393 to allow for the six month statute of limitations. On a motion made by Sandi Baltes, and a second to the motion by John A. Dobson, Trustees unanimously rejected claim #487393.</p> <p>President Brown also reported that Student identified as #1203785 has been recommended for a suspended enforcement of the expulsion from the La Habra City School District. On a motion made by John A. Dobson, and a second to the motion by Linda Navarro Edwards, trustees unanimously revoked the suspended enforcement of Student #1203785.</p>
<b>Action Item:</b> Adoption of the Agenda	On a motion made by Linda Navarro Edwards, and a second to the motion by Sandi Baltes, Trustees unanimously adopted the agenda for November 14, 2013.
<b>Action Item:</b> Minutes of the Regular Board Meeting of: October 24, 2013	The minutes of the Regular Meeting of October 24, 2013 were unanimously approved by Trustees on a motion made by Sandi Baltes, and a second to the motion made by John A. Dobson. <sup>1</sup>
Correspondence	None
Superintendent's and Trustees' Report	<p>Superintendent, Susan Belenardo, informed Trustees that Mrs. Egan was absent from the Board meeting this evening as she is attending the Spark Imagination event put on by the National Academy of Science and Engineering, the event will be honoring Mr. Carlos. She wished and congratulated Mr. Carlos all the best.</p> <p>Imperial Middle School Principal, Cathy Seighman, invited the Board to see the Arts Showcase display in the multi-purpose. The showcase was last Wednesday and was very successful. At the showcase they introduced students from the drum line that will be performing tonight. Mr. Hollon explained that this will be the drum line's second performance. They will be playing two short routines on buckets and sticks and the next time they perform it will be with real instruments thanks to the District. Carol Mortle and Ali Smith discussed the medieval history field trip that came out to the students. The field trip was through Chivalry Today and demonstrated a real medieval experience bringing history to La Habra. The demonstrations were broken down into six separate stations consisting of a display of mounted games and real jousting and chivalry on the field; a demonstration of the power of medieval siege engines with a full-size cantaloupe catapult in the field; a performance of medieval-style music; a medieval fashion show, with displays of clothing from medieval culture; a calligraphy lesson in the library and a performance of tales of King Arthur and his Knights. Two students shared their experience of the field trip stating that overall this field trip has expanded their learning and experiences of the middle ages. When learning in class there is much to take in and having this experience allowed them to better understand the concepts in history. The students overall felt that having people talk to them and demonstrate is so much better than sitting in class going over a book. Ms. Mortle and Ms. Smith also agreed that the students seemed to take in much more from this experience. They noticed that during the lessons, students referenced what they had learned from the field trip. Hands down this is the best field trip that they have ever taken.</p> <p>Superintendent, Susan Belenardo, asked Trustees to volunteer for the Arts Advantage Training held at the District on November 21<sup>st</sup>, December 8<sup>th</sup> and December 11<sup>th</sup>. A plan will need to be developed to establish ways to infuse arts into education.</p>
Public Comment	None

<b>General Matters</b> <b>Action Item:</b> 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"> <li>➤ Approval of Independent Contractor Agreements as attached to these minutes.<sup>2</sup></li> <li>➤ Approval of Staff Development for designated employees to attend conferences/workshops as attached to these minutes.<sup>3</sup></li> <li>➤ Approval of 2013-2014 Membership renewals as attached to these minutes.<sup>4</sup></li> <li>➤ Approval of extra pay requests per employees' contract provisions and Education Code requirements as attached to these minutes.<sup>5</sup></li> <li>➤ Ratification of Certificated and Classified resignations and new hires as attached to these minutes.<sup>6</sup></li> <li>➤ Approval of changes in select employees' status as attached to these minutes.<sup>7</sup></li> <li>➤ Approval of Donations as attached to these minutes.<sup>8</sup></li> <li>➤ Approval of the Expenditure Reports for November 6, 2013 and November 14, 2013 as attached to these minutes.<sup>9</sup></li> </ul>
<b>Information Item:</b> California Coalition Partnership for 21 <sup>st</sup> Century Education	Michael Matsuda, Co-Chair for the California Coalition for 21 <sup>st</sup> Century Education updated Trustees on the focus of P21 to support the preparation of all students in order to be successful in the 21 <sup>st</sup> Century. Mr. Matsuda thanked the Board for adopting Resolution #20-2013 in support of the California Coalition for P21. He shared a YouTube video ( <a href="http://www.youtube.com/watch?v=KFStKvQu4T8">http://www.youtube.com/watch?v=KFStKvQu4T8</a> ) of students from Anaheim Union High School District who spoke at the City Council on the importance of P21. Mr. Matsuda shared facts of how other countries want to send their children to America to study. He explained how P21 helps to build a strong foundation for education and achieve student goals. With the Board commitment to 21 <sup>st</sup> Century Education we can become very intentional about a building capacity with our kids with the Four C's where they can come up and make presentations and think on their feet. With that, Mr. Matsuda commended the Board for taking the next step towards 21 <sup>st</sup> Century Education.
<b>Action Item:</b> Annual Organizational Meeting	On a motion made by Sandi Baltes, and a second to the motion by John A. Dobson, Trustees unanimously set the date and time for the annual Board of Education Organizational Meeting for Thursday, December 12, 2013 at 7:00 p.m.
<b>Information Item:</b> Board Committee Assignments for 2014	Trustees reviewed this past year's local/county Board Committee assignments to consider their individual assignments for 2014. Appointments to committees will take place at the Organizational Meeting on December 12 <sup>th</sup> .
<b>Information Item:</b> Enrollment Report	Superintendent, Susan Belenardo, reported enrollment up by eight for a total of 5166 students. We are within our numbers for class size reduction in k-3 and still over our projected enrollment at this time.
<b>Information Item:</b> Community Forum Update	Superintendent, Susan Belenardo, updated Trustees on the dates and times of the five community forums. December 9 <sup>th</sup> : <ul style="list-style-type: none"> <li>• 9:30 – LHCS D – District Office</li> <li>• 3:15 – Washington Middle School</li> <li>• 6:00 - LHCS D – District Office</li> </ul> December 10 <sup>th</sup> : <ul style="list-style-type: none"> <li>• 3:15 – Imperial Middle School</li> <li>• 7:00 – LHCS D – District Office</li> </ul> <p>The purpose of the Community Forum is to gather input for the Board as they update their strategic plan. Four questions will be presented and brought back to the Board for review. The District will advertise for community participation.</p>
<b>Information/Action Item: First Reading/Board Policy 1325 (revised)</b>	Superintendent, Susan Belenardo, explained that due to the number of requests for distribution of flyers to schools the District felt the need to revise Board policy 1325 to include language regarding the distribution of flyers. A first reading was presented and a second reading and possible adoption will be on the agenda for December 12, 2013. On a motion made by Linda Navarro Edwards, and a second to the motion by Sandi Baltes, Trustees unanimously approved of a first reading of revised Board Policy 1325 as attached to these minutes. <sup>10</sup>
<b>Information Item:</b> Administrative Regulations 1325 (revised)	Superintendent, Susan Belenardo, explained that with the revision of Board Policy 1325, it was important to also revise the Administrative changes to also include language on the distribution of flyers.

<b>Instruction and Personnel</b> Information Item: Technology Update	<p>Technology Supervisor, Olga Goodman, provided an update on technology throughout the District. School Sites are currently developing and updating site technology plans focusing on staff development for integrating technology into the curriculum and at their sites. E-rate discounts for Priority 1 items 2013-14 were over \$400,000 however there has been no update on the Priority 2 discounts. The application window will be opening soon for the 2014-15 E-rate and the District plans to continue to apply for discounts. The wireless infrastructure is nearing completion at the two middle schools, which will allow increased density for multiple mobile devices to access the network at one time. The new District wireless controller will increase the number of access points the District is able to support. IT staff are currently implementing an upgrade of our uninterruptable power supply (UPS) for all nine sites and the District office in preparation for the new phone system. This upgrade will be funded by the Microsoft voucher money. All mobile devices have been deployed out to the sites and the IP phone system will be rolling out in January. Age appropriate apps have been installed on all iPads and teachers were provided professional development by Jody Green on the use and integration of technology within the curriculum. Olga explained that Sierra Vista is piloting Google docs. The technology department is constantly assisting teachers in loading of new apps and upgrading of Microsoft windows and office. Technology is working on the required testing upgrades for keyboard software at grades 3-5 utilizing Mavis Beacon as a pilot for Las Positas. Another item on the IT departments list is to upgrade all of the emails for Microsoft exchange. The department is busy working to get all the upgrades and requests taken care of.</p>
Information Item: Common Core State Standards Spending Plan	<p>Superintendent, Susan Belenardo, explained that Trustees had the opportunity to hear at the work/study session on the proposed spending plan for Common Core. The District has \$1,050,000 to spend over two years. With 64% going to Professional Development, 22% on instructional materials and 14% on technology. The proposed plan for Common Core is 100% spent. This is an information item for suggestions or input on the plan. We are hopeful we can have this plan approved at the next meeting and start utilizing it on December 20<sup>th</sup> for professional development.</p>
<b>Business Matters</b> <b>Action Item:</b> Bids for School & office Furnishings and Equipment	<p>Superintendent, Susan Belenardo, explained that the purpose of this action item is to allow the District to piggyback off other districts and not have to go out to bid. On a motion made by Linda Navarro Edwards, and a second to the motion by John A. Dobson, Trustees unanimously approved the use of bids (piggyback) from Los Angeles Unified School District, Newport Mesa Unified School District, Redlands Unified School District and Jurupa Unified School District for furniture and equipment purchases related to construction projects authorized by Measure 'O' as attached to these minute. <sup>11</sup></p>
Other Business from the Board	<p>Board Clerk, Sandi Baltes, thanked the students of Imperial Middle School for their kind thank you letters she received for attending their career day.</p> <p>Board Member, Elizabeth Steves, reminded everyone about the Car and Bike Show on December 8<sup>th</sup> to raise money for iPads for the La Habra City School District. The event will be held at CVS Distribution Center on the corner of Harbor and Lambert.</p>
Adjournment	<p>Board President, Sharon H. Brown, announced that the next meeting will be held on Thursday, December 12, 2013, 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 Sandi Baltes, the meeting was adjourned at 8:28 p.m.</p>
Board Minutes Approved:	<p>December 12, 2013</p> <div style="text-align: right;">   Susan Belenardo, Ed.D.  Secretary to the Board </div>

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- <sup>1</sup> Approval of Minutes
  - <sup>2</sup> Contracts
  - <sup>3</sup> Staff Development
  - <sup>4</sup> Membership Renewals
  - <sup>5</sup> Extra pay Request
  - <sup>6</sup> New Hires/Resignations
  - <sup>7</sup> Change of Status
  - <sup>8</sup> Donations
  - <sup>9</sup> Expenditures Report
  - <sup>10</sup> Board Policy 1325
  - <sup>11</sup> Bids (piggyback)