


LA HABRA CITY SCHOOL DISTRICT  
Minutes of the Regular Board of Education Meeting  
500 N. Walnut St.  
La Habra, CA 90631  
December 12, 2013

<b>Call to Order Regular Meeting</b>	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 4:15 p.m.
<b>Board Members</b>	<p>Board Members Present: Sharon H. Brown, President Sandi Baltes, Clerk John A. Dobson, Member Elizabeth Steves, Member</p> <p>Board Members Absent: Linda Navarro Edwards, Vice President</p>
<b>Administrators</b>	<p>Administrators Present: Susan Belenardo, Superintendent Teresa Egan, Administrative Director Educational Services Teri Louer, Administrative Director Student Support Services Karen Kinney, Chief Business Official</p>
<b>Public Comment on Closed Session Items</b>	There being no public comment on Closed Session Items, Trustees adjourned to Closed Session.
<b>Work/Study Session</b>	<p>At 5:40 p.m., Trustees met to review the First Interim Financial Report prior to taking action later in the business meeting. Karen Kinney, Chief Business Official, provided a handout and PowerPoint presentation of the District's financial status at the First Interim Report. She explained that the report this year is a positive certification primarily due to the new Local Control Funding Formula (LCFF). Her presentation detailed examples of the calculation of the LCFF. Karen also explained that the Proposition 39 money will support modernization for new energy efficient windows, lighting, etc. which in turn will help save on utilities and lower the general fund costs. A review of the unrestricted and restricted general fund revenue and expenditures was provided along with multi-year projections for the next two years. The Governor's Budget Proposal in January should provide a better estimate for the 2014-15 gap funding percent. Due to the uncertainty of State Funding the Board may want to consider retaining one year of gap funding in addition to the 3% reserve for economic uncertainties. Overall the District is in better shape than we were last year; however we are still deficit spending.</p> <p>Administrative Director Student Support Services, Teri Louer, provided Trustees with a sample of questions for middle school students regarding the healthy kids survey. The survey is provided by the California Department of Education and asks questions related to the school, health and well-being. The survey is anonymous and is helpful when looking at strengths, weaknesses and resilience of school and health programs. All parents will be notified prior to students taking the survey in the spring.</p>
<b>Second Call to Order Regular Meeting</b>	Board President, Sharon H. Brown, called the Regular Meeting of the Board of Education to order at 7:05 p.m.
<b>Pledge of Allegiance to the Flag</b>	Board President, Sharon H. Brown, asked Rosa Murillo to lead the pledge of allegiance to the flag.
<b>Report from Closed Session Mediated Agreement/ Expulsion Hearing</b>	<p>Board President, Sharon H. Brown, reported that during closed session Trustees reviewed the mediated agreement for Student #1202399. On a motion made by Sandi Baltes, with a second to the motion by John A. Dobson, a roll call vote was taken to move that Student #1202399 be provided with services as per the mediated agreement.</p> <p>Sandi Baltes – Aye Sharon H. Brown – Aye John A. Dobson – Aye Elizabeth Steves – Aye Linda Navarro Edwards – Absent</p>

	<p>Board President, Sharon H. Brown, reported that Trustees took action following an Expulsion Hearing in Closed Session, and on a motion made by John A. Dobson, with a second to the motion by Sandi Baltes, a roll call vote was taken to move that Student #1201129 be expelled from all schools of the La Habra City School District and that the term of this expulsion be for two semesters, through June 4, 2014. Student may petition for readmission for the Fall of 2014.</p> <p>Sandi Baltes – Aye Sharon H. Brown – Aye John A. Dobson – Aye Elizabeth Steves – Aye Linda Navarro Edwards – Absent</p> <p>Board President, Sharon H. Brown, reported that Trustees took action following an Expulsion Hearing in Closed Session, and on a motion made by John A. Dobson, with a second to the motion by Sandi Baltes, a roll call vote was taken to move that Student #1204925 be expelled from all schools of the La Habra City School District and that the term of this expulsion be for two semesters, through June 4, 2014. Student may petition for readmission for the Fall of 2014.</p> <p>Sandi Baltes – Aye Sharon H. Brown – Aye John A. Dobson – Aye Elizabeth Steves – Aye Linda Navarro Edwards – Absent</p>												
<b>Action Item:</b> Adoption of the Agenda	Board President, Sharon H. Brown, and a second to the motion by John A. Dobson, Trustees unanimously adopted the agenda for December 12, 2013.												
<b>Call to Order of the Reorganizational Meeting</b>	Board President, Sharon H. Brown, called to order the reorganizational Meeting for the year 2014 at 7:10 p.m.												
President of the Board 2014	Board President, Sharon H. Brown, called for nominations for President for the ensuing year. Sandi Baltes was nominated to be Board President for the period December 2013 through December 2014 by John A. Dobson and a second to the motion was made by Elizabeth Steves. There being no further nominations, the nominations for President were closed. Trustees unanimously approved Sandi Baltes as President of the Board of Education for LHCS D for 2014.												
Clerk of the Board 2014	Board President, Sandi Baltes, called for nominations for Clerk of the Board. Sharon H. Brown, nominated John A. Dobson as Clerk of the Board for 2014; Elizabeth Steves made a second to the motion, which was unanimously approved by Trustees.												
Committee Appointments: 2014	<p>Board President, Sandi Baltes, made the following Board position/committee appointments for 2014:</p> <table> <tr> <td>Vice President</td><td>- Sharon H. Brown</td></tr> <tr> <td>Certificated Rep.</td><td>- Sharon H. Brown/John A. Dobson</td></tr> <tr> <td>Classified Rep.</td><td>- Sandi Baltes/Linda Navarro Edwards</td></tr> <tr> <td>Community Outreach Rep.</td><td>- Sandi Baltes/Sharon H. Brown/Elizabeth Steves</td></tr> <tr> <td>Political Action Representative</td><td>- Sharon H. Brown/John A. Dobson</td></tr> <tr> <td>Nominating Representative</td><td>- Elizabeth Steves</td></tr> </table>	Vice President	- Sharon H. Brown	Certificated Rep.	- Sharon H. Brown/John A. Dobson	Classified Rep.	- Sandi Baltes/Linda Navarro Edwards	Community Outreach Rep.	- Sandi Baltes/Sharon H. Brown/Elizabeth Steves	Political Action Representative	- Sharon H. Brown/John A. Dobson	Nominating Representative	- Elizabeth Steves
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<b>Action Item:</b> Proposed 2014 Board Meeting Calendar	On a motion made by Sharon H. Brown, and a second to the motion by Elizabeth Steves, Trustees unanimously approved the proposed 2014 Board Meeting Calendar as attached to these minutes. <sup>1</sup>												
Adjournment of Reorganizational Meeting	Board President, Sandi Baltes, asked for a motion to adjourn the reorganizational Meeting. On a motion made by Sharon H. Brown, and a second to the motion by John A. Dobson, Trustees unanimously adjourned the reorganizational meeting at 7:16 p.m.												
<b>Second Call to Order</b>	Board President, Sandi Baltes, called to order the regular business meeting at 7:17 p.m.												

<b>Minutes of the Regular Board Meeting of:</b> November 14, 2013	The minutes of the Regular Meeting of November 14, 2013 were unanimously approved by Trustees on a motion made by Elizabeth Steves, and a second to the motion made by John A. Dobson. <sup>2</sup>
Correspondence	<p>Board Member, John A. Dobson, reported the following:</p> <ul style="list-style-type: none"> <li>➤ Congratulated Ian D. Villaescusa for completing his requirements for the rank of Eagle Scout and earning the Eagle Award.</li> </ul> <p>Board President, Sandi Baltes pointed out the current Board Room display provided by Las Positas students and staff. Samples of student work demonstrate the 21<sup>st</sup> century skills of collaboration, communication, creativity and critical thinking. From opinion writing on exercise, dance and what students are thankful for to an in-depth book review using depth and complexity icons. Las Positas students are working hard on their critical thinking and communication skills and are actively engaged as they solve real world type problems. Trustees thanked Las Positas students and staff for this terrific Board room display.</p>
Superintendent's and Trustees' Report	<p>Superintendent, Susan Belenardo, introduced Principal, Mrs. Murillo and Teacher, Ms. Ordaz from Ladera Palma School. Mrs. Murillo shared her presentation that she gave to her teachers on Close Reading strategies using ELA Common Core State Standards. The goal is to have fun with reading and have the students look at reading closely. She explained that Close reading is having the students keep their eyes on the text to read the content very carefully and pay attention to detail. Ms. Ordaz used Close reading strategies using complex text and had her students analyze a Christmas carol. She explained how she taught her students the rules of Close Reading by utilizing the 12 Days of Christmas. The more the students practiced the more they understood and became excited about the song. Ms. Ordaz shared a video presentation of the students understanding and sharing their Christmas carol "Up on the Housetop".</p> <p>Board Members Sharon Brown, Sandi Baltes, and John Dobson reported on highlights of the California School Boards Association Annual Education Conference held in San Diego last week. There were several different workshops that they attended, but all seemed to focus on the topics of Common Core State Standards (CCSS) and Local Control Funding Formula (LCFF). Board Vice President, Sharon H. Brown shared her thoughts on presenter Linda Darling-Hammond who addressed developing and assessing of teaching for CCSS. Ms. Hammond focused on teaching kids not just to memorize, but how to learn. Sandi, John and Sharon enjoyed listening to guest speaker, Yong Zhao as he shared information on education in the United States. Trustees all walked away from the conference with the understanding that our District is on the right path and we seem to be ahead of many other districts. They were thankful to be able to attend the conference and share what they had learned.</p> <p>Superintendent, Susan Belenardo, shared a couple of announcements and upcoming events happening in our district:</p> <ul style="list-style-type: none"> <li>➤ Two out of three of our teachers have been accepted for the technology showcase; Gaby Quintanilla from Walnut School and Csilla Koppany from Imperial Middle School.</li> <li>➤ Friday, December 20<sup>th</sup> will be a professional development day for staff, we will have 30 breakout sessions of teachers presenting to teachers and keynote speaker Nigel Nesbit from Mind Institute to present a session on SI Math for middle schools.</li> <li>➤ A special thank you to Helen Manesh and her department for getting the free and reduced lunch applications processed so quickly allowing us to get the numbers reported for LCFF.</li> <li>➤ 700 students participated in the Macy's believe campaign and 27 winners – 3 from each grade level were selected to have their artwork displayed in Macy's Brea.</li> <li>➤ The next Arts Advantage meeting will be on January 8<sup>th</sup>.</li> <li>➤ Debbye Viveros received a Target field trip grant for \$700</li> <li>➤ The Community Forums were on Monday and Tuesday of this week. There was a good cross-section of attendees. We are still waiting for full results.</li> </ul>
Public Comment	None
<b>General Matters Action Item:</b> Consent Calendar	After a motion by Sharon H. Brown, and a second to the motion by John A. Dobson, a discussion was held regarding attachment #2a. Board Member, John A. Dobson, expressed his concern for the security guard contract. After further discussion the item was unanimously approved and the topic of LHCSd security and safety will be brought back as a work/study session at the next Board meeting:

	<ul style="list-style-type: none"> <li>➤ Approval of Independent Contractor Agreements as attached to these minutes.<sup>3</sup></li> <li>➤ Approval of Staff Development for designated employees to attend conferences/workshops 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 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 the Expenditures Reports for November 21, 2013, November 22, 2013, December 6, 2013 and December 12, 2013 as attached to these minutes.<sup>8</sup></li> </ul>
<b>Information Item:</b> Enrollment Report	Superintendent, Susan Belenardo, reported that enrollment as of December 11, 2013 is down by one for a total enrollment of 5,166. Class sizes at the K-5 levels are all well under 30. The numbers are holding and all is looking good for enrollment.
<b>Action Item:</b> Second Reading/Adoption of Board Policy 1325	On a motion made by Sharon H. Brown, and a second to the motion by Elizabeth Steves, Trustees unanimously approved a second and final reading to Board Policy 1325 – Community Relations as attached to these minutes. <sup>9</sup>
<b>Information Item:</b> Reappointment of CSEA Appointee to the Personnel Commission	Board President, Sandi Baltes, announced that Faye Ross, CSEA Appointee for the La Habra City School Personnel Commission, has been reappointed to another term of office beginning December 1, 2013 through November 30, 2016.
<b>Instruction and Personnel Action Item:</b> Common Core State Standards Spending Plan	On a motion made by John A. Dobson, and a second to the motion by Elizabeth Steves, Trustees unanimously approved the Common Core State Standards Implementation Funding Plan effective July 1, 2013 through June 30, 2015 as required by Assembly Bill (AB) 86 (Chapter 48, Statutes of 2013) as attached to these minutes. <sup>10</sup>
<b>Business Matters Action Item:</b> Certification of the First Interim Financial Report	Chief Business Official, Karen Kinney, asked the Board to certify a positive certification of the report she had presented in the work/study held earlier in the evening. Trustees are requested to certify the report per State criteria/standards. Included in this action will be authorization to make budget transfers and adjustments for the select budget categories and beginning balances for 2013-14. On a motion made by John A. Dobson, and a second to the motion by Sharon H. Brown, Trustees unanimously certified the First Interim Financial Report per State criteria/requirements as attached to these minutes. <sup>11</sup>
<b>Action Item:</b> Developer Fee Report	Chief Business Official, Karen Kinney, reviewed the 2012-13 Annual Capital Facilities Fund Report for the La Habra City School District which focuses on the amount of developer fees collected and expended throughout the fiscal year. On a motion made by John A. Dobson, and a second to the motion by Sharon H. Brown, Trustees unanimously approved the 2012-2013 Annual Capital Facilities Fund Report as attached to these minutes. <sup>12</sup>
<b>Action Item:</b> Surplus Technology Equipment	Superintendent, Susan Belenardo, explained that Olga Goodman has compiled a list of unusable technology equipment that needs to be declared as surplus for disposal. On a motion made by John A. Dobson, and a second to the motion by Elizabeth Steves, Trustees unanimously approved a list of obsolete or unusable technology equipment as surplus for the purpose of disposal as attached to these minutes. <sup>13</sup>
<b>Action Item:</b> Change Order	On a motion made by Sharon H. Brown, and a second to the motion by John A. Dobson, Trustees unanimously approved Change Order #2 by Minako American Corporation dba Minco Construction for the Bond Measure 'O', Phase 1 project at Imperial Middle School pertaining to unforeseen conditions that necessitated postponing work for limited time on the marquee signs at Imperial Middle School, as well as changes made to deter skateboard use on bench seating around the quads as attached to these minutes. <sup>14</sup>
<b>Other Business from the Board</b>	Board President, Sandi Baltes, thanked Sharon for doing such a great job as President this past year. Board Member, Elizabeth Steves, was happy to announce that the La Habra Lions 2013 project had a very successful turnout this past weekend. They were \$700 under the goal of \$14,000 and received 430 pairs of pajamas that will go to children in social services as well as 1,200 pounds of food products. As a result of the proceeds from the Santa Claus Car Show hosted by La Habra Lions, technology products will be purchased and donated to the 3-5 schools. The Co-Chair will be in touch after the holidays regarding a possible presentation of the donations.

	<p>Sharon thanked Liz and the Lions Club for their support to our schools. Board Members, John A. Dobson and Sharon H. Brown shared how fascinating the Arts Advantage workshops were. Teachers were fully engaged in learning how to infuse the arts into our schools and curriculum. They were very impressed with how the Orange County Department of Education is trying to re-instill the arts.</p> <p>Board President, Sandi Baltes, reminded everyone about Operation Santa at the La Habra Community Center on Saturday, December 14th.</p>
Adjournment	Board President, Sandi Baltes, announced that the next meeting will be held on January 9, 2014 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 John Dobson, and a second to the motion by Sharon H. Brown, the meeting was adjourned at 8:45 p.m.
Board Minutes Approved:	<p>January 9, 2014</p> <div style="text-align: right;">   Susan Belenardo, Ed.D.  Secretary to the Board </div>

- <sup>1</sup> 2014 Board Meeting Calendar
- <sup>2</sup> Approval of Minutes
- <sup>3</sup> Independent Contract Agreements
- <sup>4</sup> Staff Development
- <sup>5</sup> Extra pay Request
- <sup>6</sup> New Hires
- <sup>7</sup> Change of Status
- <sup>8</sup> Expenditures Report
- <sup>9</sup> Board Policy 1325 – Community Relations
- <sup>10</sup> Developer Fee Report
- <sup>11</sup> First Interim Financial Report
- <sup>12</sup> Developer Fee Report
- <sup>13</sup> Declaration of Surplus
- <sup>14</sup> Change Order #2