

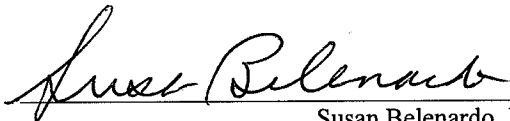
LA HABRA CITY SCHOOL DISTRICT
 Minutes of the Regular Board of Education Meeting
 500 N. Walnut St.
 La Habra, CA 90631
 December 13, 2012

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 Vice President, Linda Navarro Edwards, at 5:00 p.m.
Board Members	Board Members Present: Linda Navarro Edwards, Vice President Sharon H. Brown, Clerk Sandi Baltes, Member John A. Dobson, Member Elizabeth Steves, Member
Administrators	Administrators Present: Susan Belenardo, Superintendent Teresa Egan, Administrative Director Educational Services Teri Louer, Administrative Director Student Support Services Karen Kinney, Chief Business Official
Public Comment on Closed Session Items	There being no public comment on Closed Session Items, Trustees adjourned to Closed Session.
Work/Study Session	At 6:00 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 how the report is a qualified certification. She discussed how the passage of Prop. 30 will keep the District's finances at the level budgeted in June, which is still significantly below the 2007-08 funding levels. Reductions in spending are still necessary to stop the deficit spending in order for the District to remain fiscally solvent. The sooner deficit spending is addressed, the greater the savings which has a positive impact on the District's reserves. Karen requested the Board think about the direction they would like to take in regards to the cuts that need to be made.
Second Call to Order Regular Meeting	Board Vice President, Linda Navarro Edwards, called the Regular Meeting of the Board of Education to order at 7:00 p.m.
Pledge of Allegiance to the Flag	Board Vice President, Linda Navarro Edwards, asked John Dobson to lead the pledge of allegiance to the flag.
Report from Closed Session Expulsion Hearing	Board Vice President, Linda Navarro Edwards, reported that Trustees took action during Closed Session following an Expulsion Hearing and on a motion made by Sharon H. Brown, with a second to the motion by Sandi Baltes, Student #1202204 is expelled from La Habra City School District for one year based on the contingencies set forth by the Board of Trustees.
Action Item: Adoption of the Agenda	On a motion made by Sandi Baltes, and a second to the motion by Sharon H. Brown, Trustees unanimously adopted the agenda for December 13, 2012. Included in this action was a change to information item b. of the consent calendar, Enrollment Report date, to be changed to read as of December 11, 2012 and the addition of Business Matters, item g. – additional surplus items.
Call to Order of the Organizational Meeting	Board Vice President, Linda Navarro Edwards, called to order the Organizational Meeting for the year 2013 at 7:06 p.m.
Oath of Office	Board Vice President, Linda Navarro Edwards, administered the oath of office to newly elected Board Members, John A. Dobson and Elizabeth Steves.
President of the Board 2013	Board Vice President, Linda Navarro Edwards, called for nominations for President for the ensuing year. Sharon H. Brown was nominated to be Board President for the period December 2012 through December 2013 by Linda Navarro Edwards and a second to the motion was made by Sandi Baltes. There being no further nominations, the nominations for President were closed. Trustees unanimously approved Sharon H. Brown as President of the Board of Education for LHCS D for 2013.
Clerk of the Board 2013	The Board President, Sharon H. Brown, called for nominations for Clerk of the Board. Linda Navarro Edwards, nominated Sandi Baltes as Clerk of the Board for 2013; John A. Dobson made a second to the motion, which was unanimously approved by Trustees.

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<p>Committee Appointments: 2013</p>	<p>The Board President, Sharon H. Brown, made the following Board position/committee appointments for 2013:</p> <table border="0"> <tr> <td>Vice President</td> <td>- Linda Navarro Edwards</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>- Sandi Baltes</td> </tr> </table>	Vice President	- Linda Navarro Edwards	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	- Sandi Baltes
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<p>Action Item: Proposed 2013 Board Meeting Calendar</p>	<p>On a motion made by Sharon H. Brown, and a second to the motion by Sandi Baltes, Trustees unanimously approved the proposed 2013 Board Meeting Calendar as attached to these minutes.¹</p>												
<p>Adjournment of Organizational Meeting</p>	<p>Board President, Sharon H. Brown, adjourned the Organizational Meeting at 7:14 p.m.</p>												
<p>Second Call to Order</p>	<p>Board President, Sharon H. Brown, called to order the regular business meeting at 7:22 p.m.</p>												
<p>Minutes of the Regular Board Meeting of: November 8, 2012 & the Special Meeting of November 13, 2012</p>	<p>The minutes of the Regular Meeting of November 8, 2012 and the Special Meeting of November 13, 2012 were unanimously approved by Trustees on a motion made by Linda Navarro Edwards, and a second to the motion made by Sandi Baltes.²</p>												
<p>Correspondence</p>	<p>Board Clerk, Sandi Baltes, reported the following correspondence:</p> <ul style="list-style-type: none"> ➤ Parents, Cecilia and Richard Perez, sent an email to Mrs. Tecker explaining how impressed and satisfied they were with how she handled their son's bullying situation at school. They commended Mrs. Tecker on how she responded swiftly, accurately and professionally and thanked her for the efforts to help their son and any other children that may have been affected. They also extended a sincere thanks to the Boys & Girls Club, Mark, Ofelia, Danelle, Teresa, Lisa and Teri for their aide during the investigation. 												
<p>Superintendent's and Trustees' Report</p>	<p>Superintendent, Susan Belenardo, introduced Mrs. Mayfield's K-2 class from Ladera Palma School who sang "Partridge in a Pair Tree" to the Board of Trustees. The children each held a poster up as they sang their part of the song.</p> <p>Teresa Egan, Administrative Director Educational Services and Sheryl Tecker, Principal of Las Positas School introduced each of the retirees for 2012 and presented them with the traditional engraved school bell on behalf of the Board of Education. Each retiree was honored with a brief description of their service to the District and then shared their plans for their retirement.</p> <p>Superintendent, Susan Belenardo, and Board Member Sandi Baltes were able to attend Imperial Middle School's first official Academy of the Arts Concert last night; it was standing room only, the students were awesome and all did very well. A special thanks to Ms. Seighman, Mrs. Goellrich, Mr. Ornelas and Mrs. DeShazer for their participation in the performance and to the families for their strong support. Dr. Belenardo also spoke about the display of the Golden Bell Award for the School Readiness Music and Movement program. She asked for everyone to take a minute and see the wonderful highlights displayed from the program. Board Members Sharon Brown, Sandi Baltes, and John Dobson reported on highlights of the California School Boards Association Annual Education Conference held in San Francisco last month. Sharon shared what an honor it was to receive the Golden Bell Award and how the luncheon and award presentation was thoroughly enjoyed by Board Members and staff. Sandi and Sharon enjoyed listening to guest speaker, Shawn Anchor, talk about how happiness is the state of mind and you are in charge of your happiness. He also explained how happiness is the key to learning and opens us up not to focus on the stress or the negative. Another workshop was the State of the State by Ron Bennett and unlike past years, everyone seemed more optimistic; it was a very informative workshop. John found the new board member workshop, budgetary issues workshop and common core workshop very informative. They were all very thankful for allowing them to be able to attend the excellent sessions on governance that were offered at the conference.</p>												
<p>General Matters Action Item: Consent Calendar</p>	<p>Prior to taking action on the Consent Calendar, Shannon Belknap spoke in regards to her concern as to why the entire 2013/14 school calendar (Item #9) is on the consent calendar. The Association and the District have only met and conferred on the start date, and it is her hope that the District will only discuss the start of the school year and let the Association and the District confer about the other dates.</p>												

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<p>General Matters Action Item: Consent Calendar (cont.)</p>	<p>After a motion by Sandi Baltes, and a second to the motion by Linda Navarro Edwards, Board President Sharon Brown pulled item #9 from the consent calendar for discussion. The remaining consent calendar items were unanimously approved:</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 to renew select memberships to County and State organizations for 2013 as attached to these minutes.⁵ ➤ Approval of extra pay requests per employees' contract provisions and Education Code requirements as attached to these minutes.⁶ ➤ Ratification of Certificated and Classified new hires as attached to these minutes.⁷ ➤ Approval of a Leave of Absence for a certificated employee as attached to these minutes.⁸ ➤ Approval of changes in select employees' status as attached to these minutes.⁹ ➤ Acceptance of Donations as attached to these minutes.¹⁰ ➤ Approval of the Expenditures Reports for November 16, 2012, November 17, 2012, November 30, 2012 and December 13, 2012 as attached to these minutes.¹¹ <p>Superintendent, Susan Belenardo, explained that the intent of the 2013/14 school calendar was to let parents know that the start date is August 19th, so that they can plan accordingly. The new calendar to be approved shows the start date, the regular holidays, the recesses, the furlough days, which can change, and the last day of instruction of May 27th for a total of 175 school days. The rest will be worked out with the District and LHEA. The 2013/2014 School calendar with start date of August 19, 2013 was unanimously approved by Trustees on a motion made by John A. Dobson, and a second to the motion was made by Elizabeth Steves.¹²</p>
<p>Information Item: Enrollment Report</p>	<p>Superintendent, Susan Belenardo, reported that enrollment as of December 11, 2012 is up by two for a total enrollment of 5,260. We are hoping to see a continued increase with everyone returning after the break. Arbolita is the overflow for K-1 with Mr. Snyder diligently working on getting a teacher to assist with the overflow to open a K-1 class. Third grade classes are a little high and we are closely monitoring the numbers. Middle Schools look good and enrollment is steady.</p>
<p>Information Item: Measure "O" Updates</p>	<p>Jeremy Cogan from Caldwell Flores Winters, Inc. provided an update on Measure "O" certification of election results, oversight committee appointment, bond sales and program implementation. He explained that the District is currently in the process of issuing approximately \$6.5 million in general obligation bonds from its authorization. The District now needs to certify the election, establish a Citizen's Oversight Committee that will review the annual performance, financial audits and bond expenditures. Jeremy announced that the bond sale was targeted to close on December 27th, and he was just informed on his way over that the bonds have sold successfully! He said the focus is now on the when, what, why and how to build the master budgets, schedules and timelines. CFW will continue to work with District staff to develop necessary Request for Proposal documents and will return to the Board in January to present requirement for the surveyor services.</p>
<p>Information Item: Submission of Canvass of Votes from the Orange County Registrar of Voters</p>	<p>Board Clerk, Sandi Baltes, informed Trustees of the official final vote tally for and against Measure "O". The results of the election as provided to the Board by the Orange County Registrar of Voters are attached to this certificate and incorporated here and by this reference. "I hereby certify that the results of said election and the numbers votes cast for and against Measure "O" are as follows: Bond Yes 8,874 votes – 61.2% and Bond No 5,615 votes – 38.8%. These results are officially entered into the minutes of the formal meeting of the Board of Education of the La Habra City School District held tonight, December 13, 2012".</p>
<p>Information Item/Action Item: Resolution #33-2012 Citizen's Oversight Committee Bylaws and appointing the Members of said Committee</p>	<p>Superintendent, Susan Belenardo, explained that the District is responsible for establishing a Citizen's Oversight Committee (COC) within 60 days of the date that the Board certifies the election results. Per Education Code, the Board must appoint the COC members to represent six specific categories. Board Clerk, Sandi Baltes, announced the Committee and their category: Guillermo Marquez Tello, Business Representative; Dan Casey, Senior Citizen Representative; Mark Lawton, Representative of Taxpayer Organization; Anita Lomeli, Parent or Guardian of enrolled student in the District; Nancy Landa, Parent or Guardian of enrolled student in the District, who is active in a parent-teacher organization; Juana Avila, Member at Large; Morrison Clements, Member at Large. On a motion made by John A. Dobson, and a second to the motion by Sandi Baltes, Trustees unanimously approved Resolution #33-2012 approving the Citizen's Oversight Committee Bylaws and appointing the Members of said Committee as attached to these minutes.¹³</p>

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<p>Information Item/Action Item: First Reading/Board Policy 1312.3</p>	<p>Administrative Director Student Support Services, Teri Louer, explained that due to changes in legislation pertaining to anti-bullying, the District must modify Board Policy 1312.3 – Uniform Complaint Procedures to define the term discrimination, harassment and bullying. The District is asking for a first and second reading and final adoption of Board Policy 1312.3 – Uniform Complaint Procedures. On a motion made by Sandi Baltes, and a second to the motion by Linda Navarro Edwards, Trustees unanimously approved the first and second reading and final adoption of revised Board Policy 1312.3 – Uniform Complaint Procedures as attached to these minutes.¹⁴</p>
<p>Information Item: Administrative Regulations 1312.3</p>	<p>In addition to the policy listed above, Ms. Louer explained that minor changes also need to be made to the Administrative Regulations 1312.3 Uniform Complaint Procedures which are affected by changes in legislation pertaining to anti-bullying to define the term discrimination, harassment and bullying and a change in the reporting officer contact information.</p>
<p>Information Item: Reappointment of Joint Appointee to the Personnel Commission</p>	<p>Board President, Sharon H. Brown, announced that Jessica Taylor, Joint Appointee for the La Habra City School Personnel Commission, has been reappointed to another term of office beginning December 1, 2012 through November 30, 2015.</p>
<p>Business Matters Action Item: Certification of the First Interim Financial Report</p>	<p>Chief Business Official, Karen Kinney, reviewed specifics 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 2012-13. On a motion made by Sandi Baltes, and a second to the motion by John A. Dobson, Trustees unanimously certified the First Interim Financial Report per State criteria/requirements as attached to these minutes.¹⁵</p>
<p>Action Item: Developer Fee Report</p>	<p>Chief Business Official, Karen Kinney, reviewed the 2011-12 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 Linda Navarro Edwards, and a second to the motion by Sandi Baltes, Trustees unanimously approved the 2011-2012 Annual Capital Facilities Fund Report as attached to these minutes.¹⁶</p>
<p>Action Item: Resolution #34-2012, Sequestration</p>	<p>Board President, Sharon H. Brown, explained that the National School Boards Association has asked Districts across the country to pass a resolution to urge Congress to amend the Budget Control Act so that we will not face the sequestration which would cause the District to lose \$156,650. On a motion made by John A. Dobson, and a second to the motion by Linda Navarro Edwards, Trustees unanimously approved Resolution #34-2012 urging Congress to amend Budget Control Act.¹⁷</p>
<p>Action Item: Surplus Classroom Equipment and Furniture</p>	<p>Superintendent, Susan Belenardo, explained that the warehouse has office desks, chairs, overhead projectors, and misc furniture that are unserviceable or beyond economical repair and do not meet District ergonomic standards. On a motion made by Sandi Baltes, and a second to the motion by John A. Dobson, Trustees unanimously declared obsolete or unusable classroom equipment and furniture as surplus for the purpose of disposal as attached to these minutes.¹⁸</p>
<p>Action Item: Declaration of Surplus</p>	<p>Superintendent, Susan Belenardo, explained that Manuel Tafoya is trying to make room in the warehouse and would like approval to declare old editions of textbooks and related materials as unusable and obsolete. On a motion made by Linda Navarro Edwards, and a second to the motion by Sandi Baltes, Trustees unanimously approved the declaration of surplus as attached to these minutes.¹⁹</p>
<p>Information Item: Cash Flow Update</p>	<p>Chief Business Official, Karen Kinney, updated Trustees on the recent cash flow for the current period. She gave an overview of how the cash flow has dropped since the November payroll. The reserves are at a \$3 million level, but there will be various months where financial obligations may not be met without interfund transfers or a loan from the County. In April the loan from the treasury will bring in some more funds, but explained how at various times during each month cash is a major concern even though Proposition 30 has passed and some Revenue Limit deferrals have been eliminated.</p>
<p>Action Item: Declaration of Surplus</p>	<p>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 Elizabeth Steves, and a second to the motion by Linda Navarro Edwards, Trustees unanimously approved a list of obsolete or unusable equipment for disposal as attached to these minutes.²⁰</p>

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Items not on the Agenda	None
Other Business from the Board	<p>Board Member, John A. Dobson, thanked Tim Shaw, Senator Huff, and Michelle Steel for the complimentary letters he received congratulating him.</p> <p>Board Member, Sandi Baltes, congratulated Donors Choose recipients Sue Pritchard, Melissa Johansen, and Tawnya Sievers. Sandi thanked those who were responsible for putting together the Community Resource Guide. She shared it at the La Habra Community Collaborative who expressed their thanks on what a great thing this guide is for the community. She also shared that the Collaborative's three areas of focus for next year will be Teen Pregnancy, Childhood Obesity and Juvenile Crimes.</p> <p>Board President, Sharon H. Brown, announced Teri Jackson's class project, "The Voice of Islam", has been selected to participate in the 2013 Orange County CUE Technology Showcase on Saturday, February 2nd at the Serra Catholic School in Rancho Santa Margarita. This makes them eligible to participate in the State technology Showcase held later on this year. Congratulations to Ms. Jackson and her students.</p> <p>Superintendent, Susan Belenardo, invited Trustees to attend Arbolita's walk-thru on Monday at 9:15 and Wednesday at Washington Middle School at 9:30. A list of dates and times was given to all Trustees for future walk-thrus at other sites.</p> <p>Sharon congratulated and welcomed John and Elizabeth to the Board and wished everyone a very happy holiday.</p>
Adjournment	Board President, Sharon H. Brown, announced that the next meeting will be held on January 10, 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 John Dobson, and a second to the motion by Sandi Baltes, the meeting was adjourned at 9:09 p.m.
Board Minutes Approved:	<p>January 10, 2013</p> <div style="text-align: right;">  Susan Belenardo, Ed.D. Secretary to the Board </div>

- ¹ 2013 Board Meeting Calendar
- ² Approval of Minutes
- ³ Independent Contract Agreements
- ⁴ Staff Development
- ⁵ Memberships
- ⁶ Extra pay Request
- ⁷ New Hires
- ⁸ Leave of Absence
- ⁹ Change of Status
- ¹⁰ Donations
- ¹¹ Expenditures Report
- ¹² 2013-14 School Calendar
- ¹³ Resolution #33-2012 Citizen's Oversight Committee Bylaws and appointing the Members of said Committee
- ¹⁴ Board Policy 1312.3 – Uniform Complaint Procedures
- ¹⁵ First Interim Financial Report
- ¹⁶ Developer Fee Report
- ¹⁷ Resolution #34-2012, Sequestration
- ¹⁸ Declaration of Surplus
- ¹⁹ Declaration of Surplus
- ²⁰ Declaration of Surplus