

LA HABRA CITY SCHOOL DISTRICT
Minutes of the Regular Board of Education Meeting
District Office
500 N. Walnut Street
La Habra, CA 90631
June 14, 2018

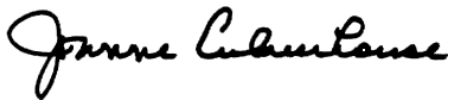
Board Members Present	Ida MacMurray, President Cynthia Aguirre, Vice President/Clerk John A. Dobson, Member
Board Members Absent	Sandi Baltes, Board Member Ofelia Hanson, Member
Administrators Present	Joanne Culverhouse, Superintendent Teresa Egan, Associate Superintendent, Human Resources Sheryl Tecker, Assistant Superintendent, Educational Services. Christeen Betz, Chief Business Official
Work/Study Session	A work/study session began at 4:05 p.m. Chief Business Official Christeen Betz updated Trustees on the Orange County Grand Jury request. Each year the Orange County Grand Jury releases a report titled “Safer Schools-What We Can Do.” The report gathers data from K-12 school districts in Orange County and includes findings and recommendations for schools. Penal Code 933.05 requires districts to respond to the findings and recommendations by August 1, 2018. Mrs. Betz explained that the report consists of two sections: finding and recommendations and a questionnaire that must be answered by all districts. The Orange County Department of Education (OCDE) legal has provided districts with a template for answering the questionnaire portion of the report. A review of the findings and recommendations were discussed. Mrs. Betz reminded Trustees to refer to the template from OCDE while reviewing the answers to the questionnaire. The legal department at OCDE is adamant that districts follow the template when replying to the Grand Jury report to limit any liability placed on districts in the future. Trustees were given the opportunity to make any recommended changes to the questionnaire answers that were provided by the District.
Formal Call to Order	Board President Ida MacMurray made the Formal Call to Order at 5:00 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 Ida MacMurray called the Regular Meeting of the Board of Education to order at 6:00 p.m.
Pledge of Allegiance to the Flag	Board President Ida MacMurray welcomed the audience and explained that in observance of Flag Day, Boy Scouts of America – Troop 1814 will perform a Color Guard ceremony and lead the pledge of allegiance to the flag.
Report from Closed Session	No report from Closed Session.

Adoption of the Agenda	On a motion made by John A. Dobson, and a second to the motion by Cynthia Aguirre, Trustees unanimously adopted the agenda for June 14, 2018.
Approval of Minutes of the Regular Meeting	On a motion made by Cynthia Aguirre, and a second to the motion by John A. Dobson, Trustees unanimously approved the Regular Meeting minutes of May 24, 2018 as attached. ¹
Correspondence	Board Vice President/Clerk Cynthia Aguirre read the following correspondence: <ul style="list-style-type: none"> • Thank you card from Marilyn Phemister for her retirement recognition at the last Board meeting.
Public Interest	Superintendent Joanne Culverhouse and Associate Superintendent Teresa Egan recognized Alexis Castillo and Daniel Hernandez from Imperial Middle School for their perfect attendance from Kindergarten through eighth grade. Both students were presented with a certificate of perfect attendance, and a letter of acknowledgment.
Public Comment	No Public Comment
Consent Calendar Action Item:	<p>After a motion made by John A. Dobson, and a second to the motion by Cynthia Aguirre, Superintendent Joanne Culverhouse pulled item 12.b.5. Trustees unanimously approved items 12.a.1-4, 12.b.1-4, and 12.c.1-4 as attached to these minutes:</p> <p style="padding-left: 40px;">Educational Services</p> <ul style="list-style-type: none"> ➤ Contracts² ➤ Staff Development³ ➤ Memberships⁴ ➤ University Affiliation Agreements⁵ <p style="padding-left: 40px;">Business Services</p> <ul style="list-style-type: none"> ➤ Contracts⁶ ➤ Field Contracts⁷ ➤ Expenditures⁸ ➤ Donations⁹ <p style="padding-left: 40px;">Personnel Services</p> <ul style="list-style-type: none"> ➤ Extra Earnings¹⁰ ➤ Separations/New Hires¹¹ ➤ Change of Status¹² ➤ Summer Staff Schedule¹³ <p>After a motion made by John A. Dobson, and a second to the motion made by Cynthia Aguirre, Superintendent Joanne Culverhouse explained that there was a change in the second reading of Board Policy 6142.92 Mathematics Instruction to include “a strong fluency in basic mathematical skills, and the ability to apply mathematics to solve problems.” Trustees unanimously approved Item 12.b.5 of the consent calendar as amended.</p> <p style="padding-left: 40px;">Business Services</p> <ul style="list-style-type: none"> ➤ Second/Final Reading Select Board Policies¹⁴

<p>General Matters Information Item No Excuses University</p>	<p>Sierra Vista Principal Ms. Dorado and Teachers Olga Cammer, and Amy VanCleave provided a recap on the No Excuses University (NEU) program. The Schools culture aligns with the NEU program as they both value education, rigor, and hard work. The program provides a network of over 200 schools throughout the United States, and many professional development opportunities for teachers. Mrs. Cammer and Mrs. VanCleave provided a summary of the six exceptional steps in what they believe: Culture of Universal Achievement, Collaboration, Standards Alignment, Assessment, Data Management, and Interventions. Culture of Universal Achievement allows students to have a growth mindset and be in a safe risk free environment. There is a collaboration with the School Instructional Leadership Team (SLT) and Innovate Ed, and the Professional Learning Communities (PLC). Teachers can get together on a professional level and communicate on how they can improve their approach to learning. Standards Alignment is set at the teacher, student, and parent level to allow for a home-school connection. Assessments, Data Management, and Interventions all work together to help teachers and students set and reach their goals. The assessments are always purposeful and standards aligned. The data is collected and put into a data folder with their scores. The information is utilized by teachers during conferences, differentiated instruction and RtI's. The students can reflect and celebrate their accomplishments. The interventions are based on tier levels and allow the students to take charge of their own learning. The next steps of the NEU journey is to go deeper and include the Tk-6 reconfiguration, expand career exploration, articulation with Washington Middle School and Sonora High School, and continue to outreach and educate more parents to get 100% participation.</p>
<p>Action Item: Approval of Revised Second Amendment and Third Amendment to the Superintendent's Contract</p>	<p>On a motion made by John A. Dobson, and a second to the motion made by Cynthia Aguirre, Trustees unanimously approved the revised Second Amendment and Third Amendment to the Contract for Employment of Superintendent of Schools between the La Habra City School District and Joanne Culverhouse, Ed.D. as attached to these minutes.¹⁵</p>
<p>Action Item: Approval of a One-time Salary Increase for the La Habra Education Association</p>	<p>On a motion made by John A. Dobson, and a second to the motion made by Cynthia Aguirre, Trustees unanimously approved a one-time 2% off-schedule salary increase for certificated employees in the La Habra Education Association (LHEA). In addition, the District shall pay the increase to premium costs for health and welfare benefits for the 2018-19 benefits plan for all LHEA members as attached to these minutes.¹⁶</p>
<p>Action Item: Approval of a One-time Salary Increase for all Certificated Administrators, Classified Management, and Confidential Personnel</p>	<p>On a motion made by Cynthia Aguirre, and a second to the motion made by John A. Dobson, Trustees unanimously approved a one-time 2% off-schedule salary increase for Certificated Administrators, Classified Management, and Confidential Personnel. In addition, the District shall pay the increase to premium costs for health and welfare benefits for the 2018-19 benefits plan for all Certificated Administrators, Classified Management, and Confidential Personnel as attached to these minutes.¹⁷</p>
<p>Action Item: Approval of School Lunch Price Increase</p>	<p>On a motion made by John A. Dobson, and a second to the motion made by Cynthia Aguirre, Trustees unanimously approved a \$.30 increase the Middle School Lunch Program as attached to these minutes.¹⁸</p>
<p>Action Item: Approval Seamless Summer Feeding Option</p>	<p>On a motion made by John A. Dobson, and a second to the motion made by Cynthia Aguirre, Trustees unanimously approved the federally funded Seamless Summer Feeding Option (SSFO) for Las Lomas and Washington Middle School as attached to these minutes.¹⁹</p>

<p>Information Item: First Reading New/Revised Board Policies</p>	<p>Trustees reviewed the first reading of the following Board Policies:</p> <p>BP 3552 - Summer Meal Program BP 5125 - Student Records BP 5131.2 - Bullying BP 5145.3 - Nondiscrimination-Harassment BP 5145.9 - Hate-Motivated Behavior BP 5145.13 - Response to Immigration Enforcement</p> <p>Administrative Director of Special Education and Student Services Dr. Nguyen provided information on the first reading of new/revised board policies. She explained that in 2018, the California Legislature passed AB 699 – Educational Equality: Immigration and Citizenship Status Bill. The bill required districts to include policies to ensure public schools remain safe and accessible to all California residents, regardless of immigration status. The new policy included practices on gathering and managing student/family information, sharing student information, and responding to immigration enforcement issues. Board Policies (BP) 5125 – Student Records, BP 5131.2 – Bullying, BP 5145.3 – Nondiscrimination/Harassment, BP 5145.9 – Hate Motivated behavior, and BP 5145.13 – Response to Immigration Enforcement have all been revised to include language pertaining to AB 699. Dr. Nguyen provided a brochure to Trustees that will be made available to all of the LHCS D families. The brochure outlines the new Bill as well as resources for the families.</p>
<p>Information Item: Department Name Change</p>	<p>Director of Nutrition Services Cheryl Eubanks shared with Trustees the vision for the recent name change to the Food Services Department. In order to help in supporting the District’s wellness and fitness goals, the department has also increased their services beyond food. Mrs. Eubanks explained that they now serve more than just food; they serve nutrition, opportunities to make better choices, and support lifelong health for the students. Being involved with the Wellness Committee has allowed the department to make many changes this year. Some of those changes include Second Chance Breakfast, more menu options, faster lunch lines, and a new nutrition focused website for parents and students. Changing the name from Food Services to Nutrition Services will give the department a more focused image on nutrition and be better aligned with the District’s goals on wellness.</p>
<p>Instruction and Personnel Public Hearing – Local Control Accountability Plan</p>	<p>Board President MacMurray declared open a public meeting at 6:45 p.m. for comment on the District’s Local Control Accountability Plan (LCAP).</p> <p>Associate Superintendent of Human Resources Dr. Egan provided an overview of the 2018-2019 LCAP draft for the District. She explained the history and goal of the LCAP to improve student achievement. A review of the continued services and added services for the 2018-2019 school year were reviewed for each of the five goals: Goal 1 - Academic Excellence, Goal 2 - Business and Finance, Goal 3 - School Safety and Student Wellness, Goal 4 – Parent and Community Partnerships, and Goal 5 – Human Resources Development. She will develop a two-page summary for Trustees in regards to what is new or modified in the LCAP. Trustees asked for clarification on some of the newly added programs.</p> <p>Following no additional public comment, the Public Hearing was closed.</p>

<p>Business Matters Public Hearing – Annual Budget</p>	<p>Board President MacMurray declared open a public meeting at 6:56 p.m. for comment on the District’s Annual Budget for 2018-2019.</p> <p>Chief Business Official Christeen Betz provided Trustees with an overview of the proposed 2018-2019 Annual Budget. The District is reporting a positive certification, which means we will meet the financial obligations for the current and subsequent two fiscal years. Mrs. Betz reviewed noteworthy trends that included student enrollment, change in average daily attendance (ADA), operational costs, and pension reform. She shared slides that showed a loss in student enrollment of 719 and projections since 2010-11, which indicate an additional decline of 313 students through 2020-21. She compared the basic operational costs versus the amount of additional LCFF that the District will receive. The assumptions are based on the May revise, and the State did not adopt the final trailer bill until yesterday. There was a slight change, but not much of a difference from what was budgeted. Mrs. Betz explained that the amount of operational costs is increasing far greater than the amount of money received from the Local Control Funding Formula (LCFF), which will cause the District to deficit spend. There was a slight cost increase of about \$100,000 to our budget in CalPERS from the second interim to the May revise. The increase in pension reform will cost the District \$6.0 million from 2014-15 to 2020-21. Mrs. Betz reviewed the budget assumptions for 2018-19 and the subsequent two fiscal years 2019-20 and 2020-21. Some major budget variances from second interim to estimated actuals include a decrease of \$53k to LCFF county students and an increase of \$217k to local revenue. Expenditures show an increase of \$249k in benefits and an increase of \$318k in services and operating costs. In total, the ending balance decreased by \$497k. A review of the 2018-19, 2019-20, and 2020-21 budget assumptions were provided. The 2018-19 revenues are budgeted for K-12 student based funding, decline of ADA (budgeted at 134 remains the same), 3% cost of living adjustment, one-time mandated funds of \$344 per ADA, and updated lottery funding for declining enrollment. The expenditures showed \$483K for step and column, \$644k for pension reform, no change in budgeted expenditures for materials and supplies, \$250k for special education, and state mandated contribution of \$333k for routine restricted maintenance. Personnel staffing remains budgeted for declining enrollment. The multi-year projection shows the District deficit spending in 2019-20 and 2020-21. The amount of funding is not increasing with the amount of costs, which means many districts will be deficit spending.</p> <p>Following no additional public comment, the Public Hearing was closed.</p>
<p>Action Item: Approval of Piggyback Bid for Dairy Products</p>	<p>On a motion made by Cynthia Aguirre, and a second to the motion made by John A. Dobson, Trustees unanimously approved the District to participate in piggyback bid with Fontana Unified School District for Milk, Dairy, Fruit Juice and Ice Cream Products for the 2018-2019 as attached to these minutes.²⁰</p>
<p>Action Item: Approval of Final Acceptance of Project #B01-2017/Walnut School</p>	<p>On a motion made by John A. Dobson, and a second to the motion made by Cynthia Aguirre, Trustees unanimously approved the final completion of Project #B01-2017 for Walnut School Modernization projects in buildings 300 and 600 as being complete, and authorize a final Notice of Completion and payment of retention funds to Two Brothers Construction Corporation as attached to these minutes.²¹</p>

Board/Superintendent Comments	<p>Trustees shared their experience from the recent promotion ceremonies at Washington and Imperial Middle School. Mr. Dobson was very impressed with Imperial's ceremony. Mrs. MacMurray and Ms. Aguirre attended Washington's ceremony and were happy to see former WMS students from Sonora volunteering. They enjoy alternating between the two school's each year and seeing how different each ceremony is.</p> <p>Dr. Culverhouse shared the WINS from the recent Leadership meeting. She explained it was the last meeting of the school year and each group took the time to share their wins for their department and the District.</p>
Board Member Requests for Information and/or Possible Future Agenda Items	<ul style="list-style-type: none"> • More information and clarification on Immigration Enforcement
Adjournment	Board President Ida MacMurray announced that the next meeting will be held on June 28, 2018 at the District Office Board Room at 6:00 p.m. There being no further business meeting items before the Board, on a motion made by Cynthia Aguirre, and a second to the motion by John A. Dobson the meeting was adjourned at 7:20 p.m.
Board Minutes Approved:	<p>June 28, 2018</p> <div style="text-align: right;">  <hr/> Joanne Culverhouse, Ed.D. Secretary to the Board </div>

¹ Approval of Minutes

² Contracts – Ed Services

³ Staff Development

⁴ Memberships

⁵ University Affiliation Agreements

⁶ Contracts – Business Services

⁷ Field Contracts

⁸ Expenditures

⁹ Donations

¹⁰ Extra Earnings

¹¹ Separations

¹² Change of Status

¹³ Summer Staff Schedule

¹⁴ Second/Final Reading Select Board Policies

¹⁵ Second and Third Amendment to Superintendents Contract

¹⁶ One-time Salary Increase for the La Habra Education Association

¹⁷ One-time Salary Increase for Certificated Administrators, Classified Management, and Confidential Personnel

¹⁸ Lunch Price Increase

¹⁹ Seamless Summer Feeding Option

²⁰ Piggyback Bid for Dairy Products

²¹ Final Completion of Project #B01-2017