

LA HABRA CITY SCHOOL DISTRICT  
 Minutes of the Regular Board of Education Meeting  
 500 N. Walnut St.  
 La Habra, CA 90631  
 February 9, 2012

<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, 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 Linda Navarro Edwards, Vice President Sharon H. Brown, Clerk Sandi Baltes, Member Susan M. Hango, 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
Work/Study Session	A work/study session was held at 4:00 with an update from the middle school administrators on the planning for next year's academies. The administrators from each school will be visiting the three 3 <sup>rd</sup> – 5 <sup>th</sup> grade schools and parents will be invited to Open House at the two middle schools for more information on the academies. Open House for Imperial is February 29 <sup>th</sup> and at Washington on March 15 <sup>th</sup> . Teachers and administrators from Imperial have visited Benton Middle School that offers an arts academy and viewed their program and gathered information on implementing the academy structure for next year infusing the arts into the curriculum. They are also looking at Grants. At the March 8 <sup>th</sup> Board Meeting being held at Imperial Middle School Multi-use Room, Betsy Olson will be presenting a preview of the Music programs this year. Washington Middle School is building on their successful pilot of TSMA (Technology Science & Math Academy) to offer more challenges and opportunities for students in these subject areas. They are working on an additional P.E. Science component for next year. These classes will be offered on an elective wheel and students will be placed on a skill level as opposed to grade level. Training is being scheduled for administrators and teachers by Apple on the 28 <sup>th</sup> and 29 <sup>th</sup> of February for implementation of new technology. Discussion was held as to continuing Transitional Kindergarten and offering a Full Day Kindergarten program which El Cerrito School would like to pilot for next year.
Public Comment on Closed Session Items	None
<b>Second Call to Order Regular Meeting</b>	Board President, Paul S. Rodriguez, called the Regular Meeting of the Board of Education to order at 7:04 p.m.
<b>Pledge of Allegiance to the Flag</b>	Board President, Paul S. Rodriguez, asked Tracy Cary to lead the pledge of allegiance to the flag.
<b>Report from Closed Session</b>	Board President, Paul S. Rodriguez, reported that in Closed Session, Trustees unanimously approved the appointment of Mr. James Fahey as the Director of Maintenance, Operations and Facilities for LHCS. Mr. Fahey was introduced and welcomed.  Also in Closed Session, on a motion made by Sharon H. Brown, and a second to the motion by Susan M. Hango, Trustees voted 5 to 0 to readmit student #202193 to the La Habra City School District with placement at Washington Middle School.
<b>Adoption of the Agenda</b>	On a motion made by Susan M. Hango, and a second to the motion by Linda Navarro Edwards, Trustees unanimously adopted the agenda for February 9, 2012.
<b>Minutes of the Regular Board Meeting of: January 26, 2012</b>	The minutes of the Regular Meeting of January 26, 2012 were unanimously approved by Trustees on a motion made by Linda Navarro Edwards, with a second to the motion by Sharon H. Brown. <sup>1</sup>

**Correspondence**

None

**Superintendent's and Trustees' Report**

Superintendent, Susan Belenardo, reviewed the Journal featuring an Ad for Kindergarten and Transitional Kindergarten registration information for the 2012-2013 school year. She then introduced Network Specialist, David Soto, who gave a presentation on the new District website and its extended capabilities for displaying information from all sites and departments. He provided a demonstration of the *School Wires Web Management Console* and the ease with which teachers and staff can update information and share links to valuable data. With schools, departments and teachers having the capability of maintaining their individual sites, information will be shared more efficiently and provide parents with a constant update on their children's class activities and assignments. Parents will be able to subscribe to different feeds throughout the site and receive updates as they are available relating to their children and District events or activities. The website is about 90% complete at this time and will launch soon. Access to the District's student information system will be an integral part of the new website. A demonstration of the Aeries Parent Portal showed how parents will be able to view current assignments, historical test data, and attendance. The next step will be to secure the new site with the use of an SSL certificate and set up new parent portal and website domains. Prior to opening the portal to parents, staff will meet with administrators and provide workshops for staff in working with the website and establishing access to their information. Dr. Belenardo then introduced Jessica Taylor, PTA Parent for Ladera Palma and Sierra Vista who provided a demonstration of the website she has set up for the Ladera Palma / Sierra Vista PTA. Jessica shared that the idea came to her to help with communication to families as being an organization serving two sites, getting information to all families had been a challenge. The website facilitates access to information for both sites in one place and has been received quite well. Parents can access the site and actually join the PTA on line and/or communicate with the leadership, sign up to volunteer or assist with fundraisers. Jessica also shared that they are the first PTA in Orange County where parents are able to use PayPal to pay online for fundraisers. Dr. Belenardo shared that the District Food Service Department just finished a complete program review and she had participated in the exit interview with the State officials who conducted the review. The officials were most complimentary and indicated this was their first "perfect" review! The District is ahead on new meal planning and is in compliance with all federal and state regulations in the planning and preparation of meals for students. Many compliments were given to staff at the sites for their pleasant interaction with students and they were particularly impressed with Grandma Alice at Ladera Palma who volunteers her time and makes the cafeteria a cheerful place with added TLC for our students.

**General Matters  
 Action Item:  
 Consent Calendar**

Trustees unanimously approved the Consent Calendar on a motion made by Linda Navarro Edwards, and a second to the motion by Susan M. Hango:

- Approval of Staff Development for designated employees to attend conferences/workshops as attached to these minutes.<sup>ii</sup>
- Approval of Independent Contractor Agreements as attached to these minutes.<sup>iii</sup>
- Approval of extra pay requests per employee's contract's provisions and Education Code requirements as attached to these minutes.<sup>iv</sup>
- Ratification of Certificated and Classified new hires as attached to these minutes.<sup>v</sup>
- Approval of the Expenditures Reports for January 26, 2012 as attached to these minutes.<sup>vi</sup>
- Denial of liability claims as attached to these minutes.<sup>vii</sup>

**Information Item:  
 Enrollment Report**

Superintendent, Susan Belenardo, indicated that the District has lost 5 students since the last report. In reviewing past reports and trends at this time of the school year, we have not lost as many students as in past years. Enrollment seems to be maintaining at a better pace this school year. Class sizes have remained consistent and class size averages are within all Education Code requirements.

**Information/Action  
 Item:  
 First Reading Board  
 Policy 5111 / 6170.1**

Superintendent, Susan Belenardo, presented proposed changes to Board Policy 5111 and 6170.1 as a first reading for Trustees to review and consider for possible future adoption.

**Information Item:  
 Administrative  
 Regulations 5111 /  
 5116.1**

Superintendent, Susan Belenardo, presented changes made to Administrative Regulations 5111 and 5116.1 which support implementation of Board Policies 5111 and 5116.1.

**Instruction and  
 Personnel  
 Action Item:**

Administrative Director Educational Services, Teresa Egan, explained that six certificated employees had submitted applications for early retirement. On a motion made by Sandi Baltes, and a second to the motion by

**Instruction and Personnel**

**Action Item:**  
Certificated Early Retirement Requests (Cont.)

Sharon H. Brown, Trustees unanimously approved certificated employees' requests for Early Retirement as attached to these minutes.<sup>viii</sup>

Lupin Cao – Las Positas School  
Kathleen Collier – Sierra Vista/Ladera Palma  
Adele Foster – Las Positas School  
Richel Nash – Las Positas School  
Robyn Ospital – Walnut School  
Susan Young – Las Positas School

**Business Matters:**  
**Action Item:**  
Resolution #1-2012 / Bridge Transfer

Chief Business Official, Karen Kinney, explained that the Orange County Board of Supervisors withholding property taxes from local Districts creates an additional cash flow issue for the District until the State backfills the funds. As a result the District would like to take advantage of the County's 'bridge' transfer, to ensure the District meets its financial obligations until deferred revenues are received. District is to be reimbursed for interest cost by the County of Orange. On a motion made by Susan M. Hango, and a second to the motion by Sandi Baltes, Trustees unanimously adopted Resolution #1-2012 authorizing the County Treasurer to make a Bridge Transfer of funds to the District for fiscal year 2011-2012 as attached to these minutes.<sup>ix</sup>

**Action Item:**  
Resolution #2-2012 / Temporary County Transfer of Funds

Chief Business Official, Karen Kinney, explained that the County is willing to transfer funds to aid the District in meeting expenses through this year. Although there will be a fee for this type of transfer, it will save the District approximately \$20,000 to \$25,000 in Trans fees. On a motion made by Sharon H. Brown, and a second to the motion by Linda Navarro Edwards, Trustees unanimously adopted Resolution #2-2012 authorizing the County Treasurer to issue a temporary transfer to meet its ongoing operating expenses to the La Habra City School District for fiscal years 2011-12 and 2012-13 as attached to these minutes.<sup>x</sup>

Items Not on the Agenda

No requests.

Other Business from the Board

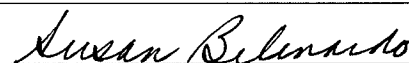
Board Member Sandi Baltes reminded everyone of the State of the City Address next Wednesday morning as well as the upcoming Citrus Fair April 20 – 22<sup>nd</sup> and the 5K Run, still time to sign up! Member Sharon Brown also reminded all of the Breakfast with the Board scheduled for Saturday, February 18<sup>th</sup> at 10:00 a.m. at Carrows on Beach Blvd. in La Habra. Board President Paul Rodriguez thanked the Children's Museum for recognizing the District at their upcoming annual Open House on February 27<sup>th</sup>. Teresa Egan reminded all of the Literacy Fair being held on Saturday, February 25<sup>th</sup> at Las Lomas School. Free books will be available for all children. Board Members will be attending the County's State of Education presentation on the 23<sup>rd</sup>. Board Members are actively participating in professional development through the Masters in Governance Program and attending workshops consistently. Sharon Brown has graduated from the program and others plan to in the near future. A special thank you was extended to all nine school sites for accommodating Board Member visitations with an opportunity to see all the wonderful things happening in all our schools! Thank you Mary Schultz for the special Valentine treat!

Adjournment

Board President, Paul S. Rodriguez, announced that the next meeting will be held on February 23, 2012 at the District Offices. There being no further business meeting items before the board, Board President, Paul S. Rodriguez, adjourned the regular meeting at 8:00 p.m.

Board Minutes Approved:

February 23, 2012



Susan Belenardo, Ed.D.  
Secretary to the Board

<sup>i</sup> Minutes of the Regular Board Meeting of January 26, 2012

<sup>ii</sup> Staff Development

<sup>iii</sup> Independent Contractor Agreements

<sup>iv</sup> Extra Pay Approval

<sup>v</sup> Certificated and Classified New Hires

<sup>vi</sup> Expenditures Reports

<sup>vii</sup> Denial of liability claims

<sup>viii</sup> Certificated Early Retirement Requests

<sup>ix</sup> Resolution #1-2012 / Bridge Transfer

<sup>x</sup> Resolution #2-2012 / County Transfer of Funds