

LA HABRA CITY SCHOOL DISTRICT  
 Minutes of the Regular Board of Education Meeting  
 500 N. Walnut St.  
 La Habra, CA 90631  
 September 22, 2011

<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, Linda Navarro Edwards, at 3:00 p.m.
Board Members	Board Members Present: Linda Navarro Edwards, President Susan M. Hango, Vice President Paul S. Rodriguez, Clerk Sharon H. Brown, Member Sandi Baltes, 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	None
Work/ Study Session	At 4:30 p.m., Trustees met in a work/study on Board Governance, Goals and Self-Evaluation. Following discussion related to meeting the goals recently adopted, and the importance of self evaluation, Trustees determined the importance of establishing a Governance Calendar to set timelines as an aide in closely monitoring their set goals, the successful implementation of the Board self-evaluation, and meeting all other important timelines for effective governance. An on-line tool kit for Board self-evaluation will be made available in December by the California School Boards Association and the disk will be ordered. With discussion and review of both the Board Goals and the Superintendent's Goals, Trustees drafted a calendar with key dates for review of strategic goals and long term plans to monitor the effectiveness and implementation. This will assist in setting direction for completion of the goals and monitoring the strategic plan and/or making changes as time goes forward.
<b>Second Call to Order Regular Meeting</b>	Board President, Linda Navarro Edwards, 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, Linda Navarro Edwards, asked Paul Rodriguez to lead the pledge of allegiance to the flag.
<b>Report from Closed Session</b>	None
<b>Action Item:</b> Adoption of the Agenda	On a motion made by Susan M. Hango, and a second to the motion by Paul S. Rodriguez, Trustees unanimously adopted the agenda for September 22, 2011 with taking agenda item #14c out of order and addressing it at the beginning of the meeting.
<b>Action Item:</b> 2011-2012 Operations Application K-3 Class Size Reduction Program	Based on action taken for adoption of the agenda, Agenda Item #14c is taken out of order and addressed at this time. Board President, Linda Navarro Edwards, acknowledged Mr. Fin Waller who had submitted a card to speak to agenda item #14c on Class Size Reduction: <ul style="list-style-type: none"> <li>• Mr. Waller thanked Trustees for resolving the space issue for his son's Kindergarten class by moving the class to a larger classroom. He indicated that this did make for a more harmonious environment. However, there are still 32 students in a class with 1 teacher and he feels this is not acceptable. The undeniable truths are that parent involvement and teacher/student ratio are critical to student success. He wished to raise the concern and asks that the Board please look at the realities.</li> </ul> <p>Chief Business Official, Karen Kinney, explained that this application for class size reduction is addressed within 90 days of the State adopted budget. Being that the State adopted a budget on time this year, it is due on the 28<sup>th</sup> of September. In 2008/09 the rules were changed for penalties and a cap set. The class size penalties have been reduced and are in effect until 2013-2014. The reduction in penalties is to help with the State's economic crisis. For Option 1 in 1<sup>st</sup> and 2<sup>nd</sup> grades, the District is funded at about 70% with 61 classes. We have estimated we will have 34 classes at Option 2 in Kindergarten which requires the addition of a second</p>

<p>Board Meeting Minutes September 22, 2011 Page 2</p> <p><b>Action Item:</b> 2011-2012 Operations Application K-3 Class Size Reduction Program (Cont.)</p>	<p>teacher for half the day to lower the class size per teacher. This works out to two teachers for a class of 30 for half the day in Kindergarten. The estimated revenue to be brought in by the Class Size Reduction program is \$1,187,484, which makes for an important part of the budget.</p> <p>On a motion made by Susan M. Hango, and a second to the motion by Paul S. Rodriguez, Trustees unanimously certified the 2011-2012 operations application for k – 3 Class Size Reduction Program funding as attached to these minutes.<sup>i</sup></p>
<p><b>Minutes of the Regular Board Meeting of:</b> September 8, 2011</p>	<p>The minutes of the Regular Meeting of September 8, 2011 were unanimously approved by Trustees on a motion made by Paul S. Rodriguez, and a second to the motion by Sharon H. Brown.<sup>ii</sup></p>
<p><b>Correspondence</b></p>	<p>Board Clerk, Paul S. Rodriguez, reported the following correspondence:</p> <ul style="list-style-type: none"> <li>• A letter written by parent, Denise Soto, was read. Mrs. Soto commended the Imperial Middle School administration for the care and attention they provide their entire student population.</li> </ul>
<p>Superintendent's and Trustees' Report</p>	<p>Superintendent, Susan Belenardo, introduced Carol Argomaniz, Director of Classified Personnel, to honor two classified employees who have recently retired. Carol first called upon Cynthia Corona, who has worked in the District since 1975 as an Educational Assistant and Noon Duty Supervisor. Following some special words about Cynthia, Bruno Nungaray was honored for his many years of service in the District Grounds Department. Both retirees and their families enjoyed a brief reception in their honor prior to resuming the regular business meeting. Dr. Belenardo then introduced Lauren Myers and Jake Davis, teachers of the R.I.S.E. Program who presented reports on both R.I.S.E. and P.B.I.S. activities for the beginning of the school year. Lauren gave a complete review of the programs as established at the 3 – 5 grade levels while Jake presented on the programs for the middle schools. Lauren explained that R.I.S.E. was just implemented at the 3 – 5 level last year and this is the second year which will service approximately 100 students. Assemblies are scheduled supporting the Code of Conduct at the individual schools and addressing bullying at this level. She explained the process for targeting students and identifying their needs at either the Tier I or Tier II levels. The theme of "Pay It Forward" has been implemented focusing on random acts of kindness. Staff will consult and collaborate often and review data to monitor progress. Jake then reviewed the middle school program which is entering its 4<sup>th</sup> year. He indicated a benefit from the program being in place last year at the 3 – 5 level is that students coming into 6<sup>th</sup> grade have been identified and are known earlier. The goal is to remove barriers to student success with a differentiated program for each student. Jake explained that the School Resource Officer also collaborates with staff and a counseling intern is available. Many intervention modules are taught including self management, school survival skills, tolerance, decision making and communication skills. Approximately 86 students are in modules and receiving services. Parent involvement includes an orientation as well as a Dinner addressing goal setting with the students and their parents. A Ron Morrish parent workshop is scheduled as well. The Board was thanked for their support for this unique Program.</p> <p>Dr. Belenardo announced vacancies on the Personnel Commission. Dawn Stille and Randy Clayton have both submitted resignations. The commission is currently advertising for interested parties to replace Randy Clayton who is the joint appointee. Trustees will be requested to take action to advertise for candidates for Dawn Stille's replacement in the near future. She also reminded everyone of the scheduled parent evening with Ron Morrish on Wednesday, September 28<sup>th</sup> at 6:30 p.m. Ron will be visiting for 3 days and has a full agenda. A Flyer announcing the Apple Learning Tour was provided to Trustees. 26 teachers will be participating in a day of professional development to learn more about using technology to support and extend student learning.</p>
<p><b>General Matters Action Item:</b> Consent Calendar</p>	<p>Trustees unanimously approved the Consent Calendar on a motion made by Susan M. Hango, and a second to the motion by Sandi Baltas:</p> <ul style="list-style-type: none"> <li>➤ Approval of Staff Development for designated employees to attend conferences/workshops as attached to these minutes.<sup>iii</sup></li> <li>➤ Approval of Independent Contractor Agreements as attached to these minutes.<sup>iv</sup></li> <li>➤ Approval of extra pay requests per employee's contract's provisions and Education Code requirements as attached to these minutes.<sup>v</sup></li> <li>➤ Approval of changes in select employee's status as attached to these minutes.<sup>vi</sup></li> <li>➤ Ratification of Certificated and Classified new hires as attached to these minutes.<sup>vii</sup></li> </ul>

<p>Board Meeting Minutes September 22, 2011 Page 3</p> <p>Information Item: Enrollment Report</p>	<p>Superintendent, Susan Belenardo, reported that enrollment is at 58 students over the projected number with a gain of 25 students since the last report. Kindergarten is being monitored daily with Arbolita School being designated as the overflow school. Depending on the findings of the daily monitoring, it is possible that another Kindergarten class could be added at Arbolita if necessary. 1<sup>st</sup> and 2<sup>nd</sup> grade class averages are low, 27 to 1 in some instances. Staff has been added at the 3 – 5 level at two schools with a 4/5 combination class at Las Positas with children just moving into the proficient level bringing averages of 30 to 1 at 4<sup>th</sup> and 5<sup>th</sup> grades. The enrollment at the middle schools was also reviewed and explained and is within the desired averages.</p>
<p>Information Item: Potential General Obligation Bond Program</p>	<p>Superintendent, Susan Belenardo, explained that in the Spring, the Board had authorized Caldwell, Flores Winters, Inc. to go forward with investigating the possibility of a General Obligation Bond and they have been present in the District evaluating the facilities and are present tonight to provide a preliminary report on their findings and recommendations. She introduced Jeremy Cogan and Scott Gaudineer of CFW who presented a Power Point and a handout reviewing their findings at each of the sites and listing their recommendations. Their report was very detailed for each site and gave the estimated cost to bring the sites up to 21<sup>st</sup> Century standards to accommodate new technology and support the best possible learning environment. Their preliminary assessment identified approximately \$31.5 million in school facility needs that could be achieved with projected funding from a General Obligation bond with a goal of transforming the school sites by improving their appearance and functionality. The proposed bond measure would be put on the November 2012 ballot. A detailed list of improvements, both district wide and site specific was presented and the next step will be to obtain additional input from teachers, staff and parents. A capital and financing plan will then be drafted for further review and CFW will return to the Board in November with recommendations for a proposed capital plan. CFW will then conduct a voter opinion survey and begin a public information program.</p>
<p><b>Action Item:</b> Resolution #52-2011 / Classified Employee Layoff</p>	<p>Superintendent, Susan Belenardo, explained that due to a reduction in the number of Special Needs students for this school year, it is necessary to layoff select one on one positions previously assigned to specific students. These Special Needs Assistants will return to the Educational Assistant classification. On a motion made by Sharon H. Brown, and a second to the motion by Sandi Baltes, Trustees unanimously adopted Resolution #52-2011 authorizing a layoff for select classified employees as attached to these minutes.<sup>viii</sup></p>
<p><b>Instruction and Personnel Action Item:</b> Public Hearing- Textbooks/Instructional Materials</p>	<p>Superintendent, Susan Belenardo, explained that each year the District must hold a Public Hearing and certify that each pupil in kindergarten – grade eight has been provided with standards-aligned textbooks and/or instructional materials for each major academic subject for the school year. This is the appropriate time to set the time and date for that Public Hearing. On a motion made by Sandi Baltes, and a second to the motion by Susan M. Hango, Trustees unanimously set the time and date for the required Public Hearing regarding core instructional materials for Thursday, October 13<sup>th</sup>, 2011 at approximately 7:00 p.m.</p>
<p><b>Action Item:</b> Student Teaching Agreements</p>	<p>Superintendent, Susan Belenardo, explained that these are standard student teaching agreements with universities wishing to place student teachers with a master teacher in the LHCS. On a motion made by Susan M. Hango, and a second to the motion by Paul S. Rodriguez, Trustees unanimously approved of two Student Teaching Agreements with Western Governor's University and California State University Dominguez Hills as attached to these minutes.<sup>ix</sup></p>
<p><b>Business Matters: Action Item:</b> Expenditure's Report</p>	<p>Trustee, Sandi Baltes, reported Expenditures dated September 16, 2011 signed by Sharon H. Brown, beginning with check #30-060469 and ending with check #30-060537 totaling \$236,890.84 from the General Fund, \$1,448.58 from Child Development, \$2,500.24 from Deferred Maintenance and \$2,210.70 from Capital Facilities with a Grand Total of \$243,050.36 and expenditures dated September 22, 2011 beginning with check #30-060538 and ending with check #30-060590 totaling \$78,335.05 from the General Fund, \$16.38 from Child Development and \$15,780.00 from Bldg Fnd Bond (S-2001A) for a Grand Total of \$94,131.43. Trustees unanimously approved the Expenditures' payments as presented with a second by Susan M. Hango.</p>
<p><b>Information/Action Item:</b> La Presa Drive Upgrades</p>	<p>Chief Business Official, Karen Kinney, explained that Trustees had been brought up to date on the repairs to La Presa Drive at the previous meeting. Loss control has looked closely at the property and it has been determined that the best course of action would be to attempt to piggyback on the City's bid for the necessary work to what is considered to be the District's portion of the street. Karen is working with Counsel and it is possible that the District may have to go to bid for the work should we be unable to piggyback with the City of La Habra. On a motion made by Sharon H. Brown, and a second to the motion by Susan M. Hango, Trustees unanimously authorized the negotiation of a contract to upgrade La Presa Drive directly in front of El Cerrito School determined to belong to the District as attached to these minutes.<sup>x</sup></p>

Items Not on the Agenda

Board President, Linda Navarro Edwards, recognized those persons wishing to address the Board on items not on the agenda:

- Amber Gould – Community Member – wished to talk about a community group of parents, teachers and citizens that has been put together to help Sharon and Sandi with their Community Relations Committee starting with the Breakfast with the Board. The mission of the group is to lend support and help the community with the public relations with the schools and the community. Two meetings have been held with good people with positive suggestions. She invited all to attend. One thing that came up is that it is not fair to expect the Board to know what you want if you have not told them. The first thing they wish to address is the Board Meeting Agenda and she provided Board Members with a copy of 6 suggestions the committee would like to offer. She asked if this could be put on the agenda for the next meeting or a future meeting for discussion. She outlined the 6 suggestions and also provided copies of other agendas and information for the Board to review prior to their discussion.
- Michelle Davis – Teacher at IMS – She wanted to come behind Amber to become another voice and ask and encourage the Board to consider her comments as she believes parents, teachers and community members are interested in adjustment with the agenda items.
- John Dobson – Community Member, Substitute Teacher – Mr. Dobson wished to share concerns that have been on his mind since last year relating to bad feelings lingering past the job action. He also asked that the Board consider the possible cause for some of those feelings and make adjustments to prevent problems in the future. Mr. Dobson also commented that he has subbed a couple times at Imperial Middle School this year and wished to commend that staff for what he sees as major improvements in student discipline; he enjoyed being there!
- Mary Schultz – District Art Coordinator – Mary was very excited to share with Trustees that artwork by two of our District students is going to be displayed at the old Performing Arts Center which came about from our VSA Art Festival that we display in every year. The students, Adrian Gallegos and Cindy Long, were students in Mindy Stolson’s class last year. Both pieces are self portraits. Also, Mary has been contacted by the Muckenthaler Center in Fullerton as they would like to establish a partnership in Art. She was given a tour through their Center and saw all that they are doing and she sees this as an exciting opportunity for our students in all grade levels. It would not come free, but there is much to offer for a very low price.
- Bert Elishaw – Parent – Mr. Elishaw wished to once again address his request for an Interdistrict Attendance Permit for his son from Ladera Palma School to the Brea District. He feels there are too many students in his son’s class and even if it were to drop by 5, it would be larger than the classes in Brea. There are currently 32 students in his son’s class. He wishes for his son to have the focus of a teacher and doesn’t feel that can happen in a class this size, it just doesn’t work for them as parents. He indicated the class sizes at Arovista School is 14 or would be 12 at Olinda. He asked that his request be reconsidered.
- Kevin Jacobson – Parent – Mr. Jacobson indicated that he supports Amber Gould’s comments. He then addressed concern that term limits for City Council Members in La Habra was challenged recently and asks if term limits for the School Board would be challenged as well since his understanding is that the concern came from a School Board Member.

Other Business from the Board

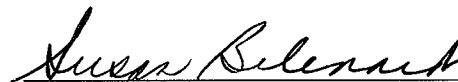
On behalf of the Board, Linda Navarro Edwards thanked Emily Flesher Szary for the El Cerrito Scottie T-Shirts presented to the Board members. Trustees were thanked for their attendance at all the Back To School Nights which all experienced high attendance this year. Sandi Baltes announced that Advance – an organization promoting college attendance for our youth – will be meeting on Sunday, October 9<sup>th</sup> from 10:00 – 2:00 and encouraged attendance for all interested.

Adjournment

There being no further business meeting items before the board, Board President, Linda Navarro Edwards, adjourned the regular meeting at 9:40 p.m.

Board Minutes Approved:

October 13, 2011



Susan Belenardo, Ed.D.  
Secretary to the Board

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- <sup>i</sup> 2011-2012 Operations Application K-3 Class Size Reduction Program
  - <sup>ii</sup> Minutes of the Regular Board Meeting of September 22, 2011
  - <sup>iii</sup> Staff Development
  - <sup>iv</sup> Independent Contractor Agreements
  - <sup>v</sup> Extra Pay Approval
  - <sup>vi</sup> Personnel Change of Status
  - <sup>vii</sup> Certificated and Classified New Hires
  - <sup>viii</sup> Resolution #52-2011 / Classified Employee Layoff
  - <sup>ix</sup> Student Teaching Agreements
  - <sup>x</sup> La Presa Drive Upgrades