


LA HABRA CITY SCHOOL DISTRICT
 Minutes of the Regular Board of Education Meeting
 500 N. Walnut Street
 La Habra, CA 90631
 March 12, 2015

Board Members	Board Members Present: John A. Dobson, President Elizabeth Steves, Clerk/Vice President Ofelia Hanson, Member Ida MacMurray, Member Cynthia Aguirre, Member
Administrators	Administrators Present: Susan Belenardo, Superintendent Teresa Egan, Assistant Superintendent Karen Kinney, Chief Business Official
Work/Study Session	<p>The work/study session began at 5:05 p.m. Chief Business Official, Karen Kinney reviewed the Second Interim Report with Trustees. Karen provided a review of the contents and requirements along with the charts and documents included in the Second Interim Report.</p> <p>Assistant Superintendent, Teresa Egan, provided Trustees with an LCAP update. Objectives for the update include results from Student Engagement Survey, Common Core implementation Survey, Measures of Academic Progress (MAP), and LCAP committee. Students in grades 5-8 were invited to complete the Engagement survey. The survey was completed online using the K12 Insight platform. The participation rate was at 83%, which is an increase from 71% in 2013-2014. The survey consisted of questions regarding student engagement level, school environment and general satisfaction. 93% of students are highly engaged or engaged and patterns of encouragement are consistent with last year's findings. The students indicated that their teachers are supportive of their learning and are willing to help them succeed. They also noted they had good principals, school is fun and safe, and rules are fair. Students had some suggestions for improving cafeteria food and changing the dress code. The Common Core implementation survey was measured on the teacher's familiarity with the new standards. 83% of our teachers took the survey implemented by K12 Insight. Results showed an increase in the implementation of Project Based Learning, CGI/ECM, Close Reading, Common Core Writing, text dependent questions and student showcases. MAP results showed student growth at every level. The test was administered in Fall and again in the Winter. There will be more analysis done this summer on how student RIT scale scores on the MAP test correspond to other state measures of proficiency. Director of Programs and Assessment, Sheryl Tecker explained that students have more growth to make when they are younger, so we will observe more growth at the lower levels than the upper. MAP is aligned with Common Core and provide teachers with areas of student strength and weaknesses to help them adjust instruction, if needed. We are in the beginning stages of gather data from the MAP and still have a lot more to learn. Teresa shared progress on stakeholder input from the LCAP Committee. She provided a timeline of meetings which began on January 22nd. Teresa shared that she also met with both CSEA and LHEA to gather input for the LCAP and will present to the Board at the April 9th meeting.</p>
Formal Call to Order	The formal call to order of the Board of Education Meeting of the La Habra City School District was called to order by Board President, John A. Dobson at 6:00 p.m.
Public Comment on Closed Session	None
Second Call to Order	Board President, John A. Dobson, called the Regular Meeting of the La Habra City School District to order at 7:07 p.m.
Pledge of Allegiance to the Flag	Board President, John A. Dobson, asked Olivia Lopez to lead the pledge of allegiance to the flag.
Report from Closed Session	<p>Board President, John A. Dobson, reported that Trustees took action during Closed Session to expel student #1208778. A motion was made by Elizabeth Steves, and a second to the motion by Ida MacMurray. A roll call vote was taken to move that Student #1208778 be expelled for the remainder of the 2014-2015 school year and be placed on a rehabilitation plan. Student will be allowed to apply for readmission in August 2015.</p> <p>John A. Dobson – Aye Elizabeth Steves – Aye Ofelia Hanson – Aye</p>

	Ida MacMurray – Aye Cynthia Aguirre - Aye
Action Item: Adoption of the Agenda	On a motion made by Ida MacMurray, and a second to the motion by Ofelia Hanson, Trustees unanimously adopted the agenda for March 12, 2015.
Action Item: Minutes of the Regular Board Meeting of: February 26, 2015	On a motion made by Ofelia Hanson, and a second to the motion made by Cynthia Aguirre, Trustees unanimously approved the minutes of the regular Board meeting of February 26, 2015 as attached. ¹
Correspondence	Board Vice President/Clerk, Elizabeth Steves, thanked Sierra Vista School for their wonderful Board room themed display on “After High School Comes College!” Students selected their University of choice and displayed samples of 21 st Century learning. The students from DePaul have developed new “apps” for the future, such as “Donut Design”, Mr. Monster”, and “Fashion Boutique”. Some of the Oregon Ducks have received letters from their favorite things like Aryanna’s Skates, Joey’s Black Expo Marker, and Isaac’s Old Playstation. Next to these heartfelt letters are masterpieces, which have been created by the ULV Leopards. The accordion wall displays student “Dot” artwork by Southern Utah University and graphic organizers and writing by the University of Michigan students. University of Hawaii students’ exploration of the past and UCSB’s study of California regions can also be observed. Students at Stanford wrote cooperative poetry while the Arizona Wildcats have to wear shades because their future is so bright.
Superintendent’s and Trustees’ Report	<p>Superintendent, Susan Belenardo introduced the Dual Immersion Kindergarten students from Arbolita School. Principal, Rosa Murillo, explained how the program prepares students to become global citizens in a multi-lingual/multi-cultural world by providing them with the opportunity to become proficient in English and Spanish. Teachers, Mrs. Ceballos and Mrs. Navarro provide the students’ academic instruction in 80% Spanish and 20% English. Mrs. Murillo explained how she will be providing the explanations to the Board this evening as teachers must never break the language code in front of the students, as it is necessary for true immersion. The students sang a song in Spanish and shared their writings of why the program is important to them. Mrs. Murillo explained that not only are the students becoming bilingual but biliterate as well and are required to write all of their assignments in Spanish. There has been so much wonderful research and value found in the Dual Immersion Program. Board President, John A. Dobson, praised the tremendous skills that these children have learned in this pilot program. He feels that this program has been very successful and thanked the parents for entrusting the District in getting this going.</p> <p>Superintendent, Susan Belenardo, reported that the state has suspended the API assessment measure for another year, which provides the District time to focus on implementing the Common Core and analyzing the initial Smarter Balance Assessment. She announced that Washington Middle School had their site validation visit today for their Golden Ribbon nomination for the Read 180 program. They evaluators were very impressed with what they saw and with the community support. They are going to share with other Districts what we are doing here in La Habra. Board President, John A. Dobson, commented on how thrilled the visitors from the County were with the students at WMS. He stated that one visitor stated how they had never been on a campus where the students were so welcoming. The visitors were extremely complementary. Dr. Belenardo thanked teachers, Mrs. Mortle and Ms. Ross from Imperial Middle School for their student’s mock trial presentation. Students studied a legal case, analyzing informational text and then formulated their arguments for the Defense and the Prosecution. Students then dressed in character and had the awesome opportunity to reenact a real courtroom trial. Dr. Belenardo was happy to announce that our Fit Kid Centers were highlighted in an article in District Administration a national magazine.</p>
Public Comment	None
General Matters Action Item: Consent Calendar	<p>On a motion made by Elizabeth Steves and a second to the motion made by Ida MacMurray, Trustees unanimously approved the Consent Calendar:</p> <ul style="list-style-type: none"> ➤ Approval of Independent Contractor Agreements as attached to these minutes.² ➤ Approval of Staff Development for designated employees to attend conferences/workshops as attached to these minutes.³ ➤ Approval of the 2014/2015 Membership renewals as attached to these minutes.⁴ ➤ Approval of extra pay requests per employees’ contract provisions and Education Code requirements as attached to these minutes.⁵ ➤ Ratification of Certificated and Classified resignations and new hires as attached to these minutes.⁶ ➤ Approval of donations as attached to these minutes.⁷

	➤ Approval/Ratification of the Expenditure Reports for as attached to these minutes. ⁸
Action Item: Public Hearing: Initial Contract Proposals	Board President, John A. Dobson, declared open an official public hearing to receive input on the District's Initial Contract Proposal to the La Habra Education Association and the initial Contract Proposal to the District by the La Habra Education Association. There being no public comment, the Hearing was closed.
Action Item: Initial Contract Proposal	On a motion made by Elizabeth Steves, and a second to the motion by Ofelia Hanson, Trustees unanimously adopted the District's initial contract proposal to the La Habra Education Association as attached to these minutes. ⁹
Action Item: Public Hearing: Initial Contract Proposals	Board President, John A. Dobson, declared open an official public hearing to receive input on the Board appointment of Sharon H. Brown to the Personnel Commission of the La Habra City School District. There being no public comment, the Hearing was closed.
Action Item: Personnel Commission Appointment	On a motion made by Elizabeth Steves, and a second to the motion made by Cynthia Aguirre, Trustees unanimously approved the appointment of Sharon H. Brown as their appointee to the Personnel Commission of the La Habra City School District.
Instruction and Personnel: Technology Department/Job Description	After a motion made by Ida MacMurray, and a second to the motion made by Ofelia Hanson, Superintendent, Susan Belenardo provided some history within the technology department and the needs to meet the growing demands presented by the advancement of technology throughout the District. She explained that the position of Systems Analyst II will provide support above the PC Technician but below a Network Specialist level. After further discussion, Trustees unanimously approved the job description for System Analyst II in the technology department as attached to these minutes. ¹⁰
Action Item: School Accountability Report Cards	Administrative Director Educational Services, Teresa Egan, explained that each year, all schools must update their accountability report card and present them to Trustees for approval. On a motion made by Elizabeth Steves, and a second to the motion by Ida MacMurray, Trustees unanimously approved the individual School Accountability Report Cards for each of the nine schools as attached to these minutes. ¹¹
Business Matters E-Rate approval for Gigabit Network Fibers Circuit	After a motion made by Ofelia Hanson and a second to the motion by Ida MacMurray, discussion of the Gigabit Metropolitan Network was presented by Technology Director, David Soto. David provided Trustees with a vendor recommendation list showing the vendor selection as Time Warner Cable. He explained that in order to receive the E-rate discount the District must go out to bid to obtain the best vendor rate. The District received one bid from current vendor, Time Warner Cable. David explained that because Time Warner initially set up the network, they do not have to charge again for that, which could be the reason no other vendors participated in the bidding. The three-year contract amount is \$81,000, however E-rate will pick up 90% of that amount and the CTF discount will pick up 50% after E-rate, which brings the total out of pocket expense for the District to \$4,050 over the three-year contract period. Trustees unanimously approved Time Warner as the vendor for the installation of the Gigabit Metropolitan Network fiber circuits as attached to these minutes. ¹²
Action Item: Certification of Second Interim Report	After a motion made by Ida MacMurray, and a second to the motion by Ofelia Hanson, Chief Business Official, Karen Kinney, reported that the District will be able to file a positive status for the Second Interim Financial Report indicating the District is able to meet its financial obligations for this year and two subsequent years. This also includes making the required 3% reserves over that period. She provided background on the budget Assumptions, used to develop the budget, which are provided by the County Office of Education and other State wide educational organizations. The current assumptions are based on the January 2015 Governor's State approved budget, which include the Local Control Funding Formula (LCFF). Karen discussed how the GAP funding is structured and what the Department of Finance projects our allocation to be. She reviewed changes in the GAP funding, unduplicated percentages and CBEDS enrollment since the budget adoption, to first interim, and to the current second interim. She also shared slides on how the LCFF-FCMAT calculator works. Karen presented where we were in revenue before we had LCFF and how in 2012-2013, based on the growth and the government, we should have received 32.9 million, but the State deficit was cut by 22.3% and we received 25.8 million. Also in 2012-2013 the District received money for categorical grants. The categorical grant dollars are now rolled into the LCFF which gives the District more control on where to spend those allocation dollars. Karen explained now that the categorical money is unrestricted; the District will discuss recommendations from stakeholders on the program expenditure plan for the LCAP. However, it is ultimately up to the Board to make the final decision. She reviewed three of the major areas, previously restricted, for the

	<p>Board to keep in mind: deferred maintenance, instructional materials and economic impact aid. Karen explained that the District is working off the current unduplicated pupil percentage of 79.24% at a two-year modified average. The targets minus the floor calculate the GAP for the District's upcoming funding at 36.9 million. An overview of the 2015-16 and 2016-17 multiyear projection assumptions were discussed with an anticipation of declining enrollment, the reduction of 1 to 3 teachers and the increased contribution for STRS and PERS. Per ADA, the percent of increase comes out to 10.8%, but with declining enrollment the District is at 7.72%. The base is made up 1.7 million and the LCFF supplemental & concentration grant is at about 1.1 million. The projection included base expenses for step movement, declining enrollment, STRS and PERS increases and textbooks. Increases for the 2015-16 LCAP as currently written will include PE teachers, routine restricted maintenance, 2 days of professional development, community liaisons at the 3-5 grades and technology. A minimum proportionally calculation includes a percentage by which services for unduplicated students must be increased or improved over services provided for all students in the LCAP year. She provided a recap on the revenues, expenditures financing sources and fund balances. The District's budget is prepared on the Department of Finance projections which are the most optimistic. School Services of California recommends districts retain one year of GAP funding in reserves in addition to 3% reserve for economic uncertainties. Projected reserves for 2014-15 are 6.5%, 2015-16 will end with 8.2% and 2016-17 will end with 9.2%. Karen cautioned about the impact of declining enrollment and how it could affect the LCFF. She is recommending the Board be watchful and concerned about declining enrollment. It is important to maintain reserves since the State funding is so volatile. After minor discussions on Karen's report, Trustees unanimously certified the Second Interim Financial Report including Budget Transfers and Adjustments for select budget categories for 2014-2015 as attached to these minutes.¹³</p>
<p>Action Item: Approval of Measure 'O' Citizen's Oversight Committee Annual Report</p>	<p>On a motion made by Elizabeth Steves and a second to the motion made by Ofelia Hanson, Trustees unanimously approved the Measure 'O' Citizen's Oversight Committee Annual Report as attached to these minutes.¹⁴</p>
<p>Action Item: Measure O Bond Administration – Annual Bond Performance and Financial Audit</p>	<p>After a motion made by Elizabeth Steves and a second to the motion made by Ida MacMurray, Chief Business Official, Karen Kinney, explained that the Measure 'O' audit had no findings after auditors from Vavrinek, Trine, Day & Co., LLP, tested 79% of the transactions. Trustees unanimously approved the Annual Bond Performance and Financial Audit for fiscal year ending June 30, 2014 for the La Habra City School District as attached to these minutes.¹⁵</p>
<p>Other Business from the Board</p>	<p>Trustees shared their experiences from recent school site visits. Sierra Vista's college theme is very dynamic. Dr. Belenardo explained how Ms. Dorado based her college theme on a book called "No Excuses University". The programs at Washington Middle School are working well and the Special Education services at Las Lomas are amazing. The visits were impressive, and the students were so well educated. Trustees stressed the importance of communicating with the community about how good the schools are in La Habra City School District. As the new development comes in on Harbor Blvd., it is crucial to that this communication get out about the wonderful programs LHCS D has to offer.</p>
<p>Adjournment</p>	<p>Board President, John A. Dobson, announced that the next meeting will be held on Thursday, April 9, 2015, 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 Elizabeth Steves, and a second to the motion by Ofelia Hanson, the meeting was adjourned at 8:37 p.m.</p>
<p>Board Minutes Approved:</p>	<p>April 9, 2015</p>
	 Susan Belenardo, Ed.D. Secretary to the Board

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- ¹ Approval of Minutes
 - ² Contracts
 - ³ Staff Development
 - ⁴ 2014/15 Memberships
 - ⁵ Extra pay Request
 - ⁶ New Hires/Resignations
 - ⁷ Change of Status
 - ⁸ Expenditures Report
 - ⁹ Initial District proposal
 - ¹⁰ Technology Department/Job Description
 - ¹¹ School Accountability Report Cards
 - ¹² E-Rate Approval for Gigabit Metropolitan Network
 - ¹³ Second Interim Report
 - ¹⁴ Measure 'O' Citizen's Oversight Committee Annual Report
 - ¹⁵ Annual Bond Performance and Financial Audit