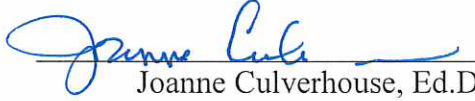


LA HABRA CITY SCHOOL DISTRICT
 Minutes of the Regular Board of Education Meeting
 Meeting was conducted via Zoom Webinar
 500 N. Walnut Street
 La Habra, CA 90631
 May 14, 2020

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| Board Members Present | Sandi Baltes, President John A. Dobson, Clerk/Vice-President Adam Rogers, Member Cynthia Aguirre, Member Ofelia Hanson, Member |
| Administrators Present | Joanne Culverhouse, Ed.D., Superintendent Teresa Egan, Ed.D., Associate Superintendent, Human Resources Sheryl Tecker, Ed.D., Assistant Superintendent, Educational Services. Christeen Betz, Chief Business Official |
| Formal Call to Order | Board President Sandi Baltes 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 Sandi Baltes called to order the Regular Meeting of the Board of Education at 6:00 p.m. |
| Pledge of Allegiance to the Flag | Board President Sandi Baltes 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 Cynthia Aguirre, and a second to the motion made by Adam Rogers, Trustees unanimously adopted by roll call vote the agenda for May 14, 2020. |
| Approval of Minutes of the Regular Meeting | On a motion made by John A. Dobson, and a second to the motion made by Adam Rogers, Trustees unanimously approved by roll call vote the minutes of the Regular Meeting of March 13, 2020 as attached. ¹ |
| Correspondence | No Correspondence |
| Public Comment | No Public Comment |
| Consent Calendar Action Item | On a motion made by Cynthia Aguirre, and a second to the motion made by John A. Dobson, Trustees unanimously approved by roll call vote the Consent Calendar as attached to these minutes: <p style="text-align: center;">Educational Services/Special Education</p> <ul style="list-style-type: none"> ➤ Contracts² ➤ Staff Development³ ➤ Memberships⁴ |

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| | <p>Business Services</p> <ul style="list-style-type: none"> ➤ Contracts⁵ ➤ Expenditure Reports⁶ ➤ Surplus⁷ ➤ Field Contracts⁸ <p>Personnel Services</p> <ul style="list-style-type: none"> ➤ Separations/New Hires⁹ ➤ Change of Status¹⁰ |
| <p>GENERAL MATTERS Information Item Nutrition Services Update</p> | <p>Cheryl Eubanks, Director of Nutrition Services provided Trustees with an update on the Nutrition Services program. During this COVID-19 pandemic, the District continues to feed the students in the community. The team has done an amazing job in planning and putting together the grab ‘n’ go lunches at Washington, Walnut, and Las Lomas. Staff has maintained social distancing and safety as they serve meals daily. The families have been appreciative and happy that we have been able to continue to provide meals to students, especially during these hard times. Each day the team serves over 1,230 lunches and as of today a little less than 48,000 lunch meals have been served. Prior to the pandemic the average daily breakfasts served were at 2,020, which is about an increase in 100 per day. The lunches were averaging at approximately 3,030 per day. Mrs. Eubanks was happy to share the three grants they received this year. No Kid Hungry grant for \$6,000 includes three portable handwashing sinks, St. Jude Hospital grant for \$12,000 that helped to purchase six produce carts, and the 2019 NSLP Equipment grant for \$61,719 to purchase a double over, refrigerator, freezers and steam tables for various kitchen sites. The kitchens will be ready for staff when they are able to return.</p> |
| <p>Action Item Approval of Resolution #3-2020/Staff Appreciation Week</p> | <p>On a motion made by Adam Rogers, and a second to the motion made by John A. Dobson, Trustees unanimously approved by roll call vote Resolution #3-2020 establishing May 18 – 22, 2020 as Staff Appreciation Week as attached to these minutes.¹¹</p> |
| <p>Action Item Order of Biennial Trustee Election and Specification of the Election Order</p> | <p>On a motion made by Cynthia Aguirre, and a second to the motion made by John A. Dobson, Trustees unanimously approved by roll call vote Resolution #5-2020 – Order of Biennial Trustee Election and Specification of the Election Order for the upcoming November 3, 2020 election as attached to these minutes.¹²</p> |
| <p>INSTRUCTION AND PERSONNEL Information Item Williams Third Quarter Report</p> | <p>Williams’s third quarter report showed no complaints were filed with any school in the district between January 2020 – March 2020.</p> |
| <p>Information Item Update on Student Grading Policy</p> | <p>Dr. Tecker, Assistant Superintendent of Educational Services provided an update on the District’s student grading policy and Administrative Regulations 5121.1 Grades and Evaluation of Student Achievement for Distance Learning. Dr. Tecker provided a background of how the protocols and procedures were developed. . On March 30 the District put a pause on grading, and gathered input from an organized TK-5 and 6-8 Committee. Rather than an MOU, the Committe developed an administrative regulation. The TK-5th grade teachers agreed that constant feedback was important during Distance Learning to help students continuetheir learning. Rather than using marks for standards mastery and effort, the final report of progress will include</p> |

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| | <p>feedback in the form of comments. The comments will validate achievement of students during Distance Learning and feedback to families for continued learning. The 6th-8th grade teachers agreed to provide the same feedback, however the final report card will be issued with modifications due to Distance Learning. Students who earn a 70% or better in core classes may receive a letter grade (A,B,C) or a P for pass and those below 70% will receive and I for incomplete. Work habits and citizenship marks will not be assigned. All report cards are due on May 27, printed, and placed in student bags for pick up on last day of school.</p> |
| <p>Information Item Update on Summer Education Activities</p> | <p>Dr. Sheryl Tecker, Assistant Superintendent of Educational Services updated Trustees on the Summer Education Activities (SEA) for 2020. Summer School has traditionally focused on students needing additional support over the summer months and due to the Distance Learning format, it was decided to provide a different model. It also did not seem like a good expenditure of funds and the District decided it was best to save those funds so that when we are able to resume face-to-face learning, we can provide the interventions to help close the achievement gaps that have occurred during Distance Learning. Although the District is still in the planning process for SEA, Dr. Tecker shared each spans, and the weekly modules families can choose from. The goal is continue to have students engaged and learning throughout the summer. SEA will not include a synchronous live element or provide feedback like we do now with Distance Learning, but we are looking at how we can monitor the engagement. Dr. Tecker will be meeting with the TOSA's tomorrow to discuss more SEA ideas.</p> |
| <p>Action Item Approval of Certificated Early Retirement</p> | <p>On a motion made by Cynthia Aguirre and a second to the motion by Ofelia Hanson, Trustees unanimously approved by roll call vote the certificated early retirement request for Diane Ornelas as attached to these minutes.¹³</p> |
| <p>BUSINESS MATTERS Action Item Approval of Notice of Completion for Harik Construction, Inc.</p> | <p>On a motion made by John A. Dobson, and a second to the motion made by Adam Rogers, Trustees unanimously approved by roll call vote the completion of Project #B02-2019 for Walnut School modernization services as being complete and authorize final payment of retention funds to Harik Construction, Inc. as attached to these minutes.¹⁴</p> |
| <p>Action Item Approval of Bid No. B01-2020</p> | <p>On a motion made by John A. Dobson, and a second to the motion made by Adam Rogers, Trustees unanimously approved by roll call vote Bid Number B01-2020 for the El Cerrito parking addition and reconfiguration project to the apparent lowest bidder, Veterans Engineering Services, Inc., as attached to these minutes.¹⁵</p> |
| <p>Action Item Approval of Resolution #4-2020 - Developer Fees</p> | <p>On a motion made by Adam Rogers, and a second to the motion by John A. Dobson, Trustees unanimously approved by roll call vote Resolution #4-2020 for the 2020 School Fee Justification Study to continue levying developer fees as attached to these minutes.¹⁶</p> |
| <p>Action Item Approval of FEMA Form Cal OES 130</p> | <p>On a motion made by Ofelia Hanson, and a second to the motion by John A. Dobson, Trustees unanimously approved by roll call vote the Federal Emergency Management Agency (FEMA) Cal OES 130 form allowing the District to submit reimbursement from FEMA for COVID-19 related expenses as attached to these minutes.¹⁷</p> |
| <p>Board/Superintendent Comments</p> | <p>Trustees thanked teachers and staff for all that they have accomplished during these unprecedented times. Each and every employee has been so extraordinary in supporting the students and community.</p> |

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| | Dr. Culverhouse explained that there is no need for a June 11 meeting due to recent changes in the LCAP and budget. She suggested that the next meeting would be on June 25. She also thanked the Board for their support during this time and thanked David Soto, Chief Technology Officer, and his staff for all they have done for our students. Each technology team member has gone above and beyond to make sure that each of our students could connect with their teachers and continue to learn. She thanked Cabinet for their continued support and long hours. |
| Adjournment | Board President Sandi Baltes adjourned the meeting in honor of Trustee Hanson's brother and announced that the next regular meeting will be held on June 25, 2020 at the District Education Center Board Room at 6:00 p.m. There being no further business meeting items before the Board, on a motion made by John A. Dobson, and a second to the motion by Adam Rogers the meeting was adjourned at 6:41 p.m. by roll call vote. |
| Board Minutes Approved: | June 25, 2020  Joanne Culverhouse, Ed.D. Secretary to the Board |

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- ¹ Approval of Minutes
 - ² Contracts – Ed Services
 - ³ Staff Development
 - ⁴ Memberships
 - ⁵ Contracts – Business Services
 - ⁶ Expenditures
 - ⁷ Surplus
 - ⁸ Field Contracts
 - ⁹ New Hires
 - ¹⁰ Change of Status
 - ¹¹ Resolution #3-2020 – Staff Appreciation Week
 - ¹² Resolution #5-2020 – Biennial Trustee Election and Specification of the Election Order
 - ¹³ Certificated Early Retirement Request
 - ¹⁴ Notice of Completion – Harik Construction Inc.
 - ¹⁵ Bid No. B01-2020
 - ¹⁶ Developer Fee Report
 - ¹⁷ FEMA Form Cal OES 130