

LA HABRA CITY SCHOOL DISTRICT  
 Minutes of the Regular Board of Education Meeting  
 District Office  
 500 N. Walnut Street  
 La Habra, CA 90631  
 September 12, 2019

Board Members Present	Cynthia Aguirre, President Sandi Baltes, Clerk/Vice President John A. Dobson, Member Adam Rogers, Member Ida MacMurray, Member
Administrators Present	Joanne Culverhouse, Superintendent Teresa Egan, Associate Superintendent, Human Resources Sheryl Tecker, Assistant Superintendent, Educational Services. Christeen Betz, Chief Business Official
<b>Formal Call to Order</b>	Board President Cynthia Aguirre 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.
<b>Second Call to Order Regular Meeting</b>	Board President Cynthia Aguirre called the Regular Meeting of the Board of Education to order at 6:00 p.m.
Pledge of Allegiance to the Flag	Board President Cynthia Aguirre asked Kamille Dee and Trajan Abeyta to lead the pledge of allegiance to the flag.
<b>Report from Closed Session</b>	No report from closed session.
Adoption of the Agenda	On a motion made by Ida MacMurray, and a second to the motion by John A. Dobson, Trustees unanimously adopted the agenda for September 12, 2019.
Approval of Minutes of the Regular Meeting	On a motion made by Sandi Baltes, and a second to the motion by John A. Dobson, Trustees unanimously approved the Regular Meeting minutes of August 8, 2019 as attached. <sup>1</sup>
Correspondence	No Correspondence
Public Interest	On behalf of the St. Jude Wellness Center, Tracy Bryars, Director of Community Services, presented the District with the last portion of the grant funding for this year. The money has been used to provide a nutrition analysis program, fitness equipment at Washington Middle School, and increased wellness efforts district wide.  Sharon Hensley, Las Positas Principal, introduced IB Coordinator, Ms. Riggs and her second grade helpers who presented the “Who Are We” provocation. Ms. Riggs explained that the IB Primary Years Programme (PYP) consists of six transdisciplinary themes. The themes are required to be taught in all PYP schools worldwide. Each year students engage in units of inquiry under the umbrella of the six themes. The themes provide the opportunity to incorporate local and global issues. They also present possibilities for inquiry into the curriculum. Each unit begins with

a provocation. Ms. Riggs explained that a provocation is a thoughtfully constructed activity to get students excited and engaged, but a powerful provocation creates cognitive dissonance that throws kids into inquiry and learning. Under the transdisciplinary theme of “Who We Are”, the central idea is how families and communities shape our identities. The students shared a video of their provocation showing how they were able observe and experience artifacts of the past. They reflected and responded, using what they saw and did to formulate their questions and draw conclusions about artifacts. The students at Las Positas IB PYP candidate elementary school in grades TK-5, experience 42 provocation throughout the school year.

Site Administrators introduced and welcomed their 2019-20 new hires to the District.

Public Comment

No Public Comment

**Consent Calendar  
Action Item:**

After a motion made by Ida MacMurray, and a second to the motion by Sandi Baltes, Trustees unanimously approved the consent calendar as attached to these minutes:

**Educational Services**

- Contracts<sup>2</sup>
- Special Education Contracts<sup>3</sup>
- Staff Development<sup>4</sup>
- Memberships<sup>5</sup>
- University Agreements<sup>6</sup>

**Business Services**

- Contracts<sup>7</sup>
- Expenditures<sup>8</sup>
- Surplus<sup>9</sup>
- Field Contracts<sup>10</sup>

**Personnel Services**

- Extra Earnings<sup>11</sup>
- New Hires<sup>12</sup>
- Separations<sup>13</sup>
- Change of Status<sup>14</sup>

**Instruction and Personnel  
Information Item:  
Summer Academy Update**

Summer Academy Leads, Mrs. Sievers and Mrs. Maldonado provided Trustees with an update from the 2019 Summer Academy Program. The theme for this year was “Everyday Heroes.” Academic Coaches created ELA and Math units focused foundational standards students need to be successful at the next grade level. The Extended School Year Program at Las Lomas was successful supporting students with challenging behaviors. The PRIDE program focused on maintaining progress on IEP goals. Students improved their social skills and enjoyed sensory activities such as playing with water balloons.

The achievement data from Summer Academy shows that a majority of the first and second grade students made growth in math. Mrs. Maldonado reviewed third and fourth grade math data also showing that a majority of the students made progress over the course of the program as indicated by the posttest. Fifth and sixth graders showed a growth of over 91%, where seventh and eighth graders had over 79% growth on the Math assessment.


	<p>Attendance was also higher this year due to the incentive programs, and the four-day weeks. Staff was surveyed on the “No Friday” model utilized this year and over 95% said they felt that the program ran much better with the four-day week. They also felt that teaching two groups of students’ one subject was more beneficial and should be continued. In the survey, teachers expressed how thankful they were that the Academic Coaches planned, prepped and supported the daily activities.</p> <p>Strengths to continue for next year are to continue the focus on foundational skills, utilize valid data collection procedures, support instruction with academic coaches, serves ESY students at Las Lomas, and continue using content specific teachers. Improvements to consider would be the expansion of the GATE and Dual Immersion program and focus on English language acquisition.</p>
<p><b>Business Matters</b>  <b>Action Item:</b>  Approval of the 2018-2019 Unaudited Actual Report</p>	<p>After a motion made by Adam Rogers, and a second to the motion made by John A. Dobson, Chief Business Official Christeen Betz provided a presentation on the 2018-19 Unaudited Actuals Financial Report. Per Education Code 42100 school districts are mandated to report financial activity for the preceding fiscal year to the Governing Board by September 15<sup>th</sup>. The report contains revenue and expenditure activity from July 1, 2018 to June 30, 2019. Mrs. Betz reviewed the unrestricted and restricted revenues and expenditures. The unrestricted revenues show a decrease in LCFF of \$58K and an increase of \$96K in other local revenue. The net increase in the fund balance is \$119K, with a net change in the fund balance of less than 1%. The restricted revenues show an increase decrease in federal revenue of \$126K, with an increase of \$48K in other State revenue and \$697K in other local revenue. The total increase in the restricted balance is \$510K, which is attributed mainly to the increase in the Routine Restricted Maintenance contribution from 2.5% to 3%. Mrs. Betz reviewed the ending fund balances for the General Fund, Child Development, Cafeteria, Deferred Maintenance, Building, Capital Facilities, Special Reserve, and Bond Interest and Redemption Funds. The total reserves are \$8.8 million or 15%, and have already been audited by Vavrinek, Trine, and Day who will be here in October to present to the Board.</p> <p>Trustees unanimously approved the 2018-2019 Unaudited Actuals Financial Report as attached to these minutes.<sup>15</sup></p>
<p><b>Action Item:</b>  Approval of Resolution #9-2019/AQMD School Bus Replacement Program</p>	<p>On a motion made by John A. Dobson, and a second to the motion made by Sandi Baltus Trustees unanimously approved Resolution #9-2019 to secure grant funding from South Coast AQMD PA2018-AB923 School Bus Replacement programs as attached to these minutes.<sup>16</sup></p>
<p><b>Action Item:</b>  Approval of Resolution #11-2019 GANN Appropriation Limit</p>	<p>On a motion made by John A. Dobson, and a second to the motion made by Ida MacMurray, Trustees unanimously approved Resolution #11-2019 for the Gann Appropriations Limit as attached to these minutes.<sup>17</sup></p>
<p><b>Action Item:</b>  Approval of Piggyback Bid for Pizza</p>	<p>On a motion made by Ida MacMurray, and a second to the motion made by John A. Dobson, Trustees unanimously approved the District to participate in piggyback bid #201617-6 Pizza with the Norwalk-La Mirada School District as attached to these minutes.<sup>18</sup></p>
<p><b>Information Item:</b>  Refunding Bond Issuance</p>	<p>John Greenlee, Managing Director from Caldwell Flores Winters, Inc., explained the process of the District’s General Obligation Refunding opportunity. A bond refunding is a transaction where previously issued bonds that carry an above-market interest rate are replaced with new refunding bonds bearing a lower interest rate. The purpose of</p>

	<p>the refunding is to provide a benefit to taxpayers by lowering local property taxes, which support the interest payments due on the bonds. Currently interest rates are at historic lows, providing many districts with the opportunity to refund previously issued debt. Mr. Greenlee reviewed the proposed refunding plan for the District. The plan contemplates refunding some previously issued tax-exempt bonds with the proceeds from a new taxable bond issuance, which would bear a lower interest rate due to favorable market conditions. Based on the current market conditions, refinancing a portion of the existing bonds could generate a gross savings of approximately \$1.4 million over the next 19 years. The estimated amount of new bonds to be sold is approximately \$8.8 million, which funds the escrow to make required net interest payments for the bonds until the first repayment date and the payoff amount at the prepayment date, as well as transaction costs of 2%. The proposed 2019 refunding bond issuance includes Capital Appreciation bonds (CABs) and Current Interest Bonds (CIBs). If the District bases the refunding structure using CABs and CIBs, the average interest rate reduction will go from 4.45% to about 2.91%; with a repayment option of 1.47 times, the total savings will be about 12%. He explained that due to high market volatility for taxable municipal bonds, actual savings may vary substantially. The finance team will be in communication with the District and seek permission to proceed with the sale, based on adequate savings, prior to completing the transaction. The only action required by the Board is approval of the resolution. The resolution authorizes staff and the finance team to prepare issuance and to complete the supporting bond documents; specifies bond terms and structuring parameters. The other documents for review only, include the Preliminary Official Statement, Bond Purchase Agreement, and Bank Escrow and Trust Agreement. Mr. Greenlee provided a handout showing a comparison of the refunding options for no action, combining CIBs and CABs and using all CIBs. He reviewed the Refunding Bond Issuance timeline as well the County’s historical tax rate comparisons.</p>
<p><b>Action Item:</b> Approval of Resolution #12-2019 Bond Refunding</p>	<p>On a motion made by John A. Dobson, and a second to the motion made by Sandi Baltes, Trustees unanimously approved Resolution #12-2019 – Bond Refunding as attached to these minutes.<sup>19</sup> The following roll call vote was taken:</p> <p style="text-align: center;">Cynthia Aguirre – aye Sandi Baltes – aye John A. Dobson – aye Adam Rogers – aye Ida MacMurray – aye</p>
<p><b>General Matters</b> <b>Action Item:</b> Approval of Resolution #10-2019 Mental Health</p>	<p>After a motion made by John A. Dobson, and a second to the motion made by Adam Rogers, Dr. Culverhouse explained that there was a change made to the Mental Health Resolution to include language regarding gender and gender identity. She provided a copy of the new resolution for review. John A. Dobson made a motion to approve the resolution as amended, and Adam Rogers made a second to the motion. Trustees unanimously approved Resolution #10-2019 – Mental Health as attached to these minutes.<sup>20</sup> The following roll call vote was taken:</p> <p style="text-align: center;">Cynthia Aguirre – aye Sandi Baltes – aye John A. Dobson – aye Adam Rogers – aye Ida MacMurray – aye</p>

<p><b>Action Item:</b> Approval of Revised 2020-2021 School Calendar</p>	<p>After a motion made by Sandi Baltes, and a second to the motion made by Ida MacMurray, Dr. Egan explained that the calendar was changed to align with the High School Districts president day holidays in February. Trustees unanimously approved the 2020-2021 School Calendar as attached to these minutes.<sup>21</sup></p>
<p><b>Action Item:</b> Second/Final Reading of Select Board Policies</p>	<p>On a motion made by Adam Rogers, and a second to the motion made by John A. Dobson, Trustees unanimously approved a second/final reading of Board Policy (BP) 0410 – Nondiscrimination in District Programs and Activities, BP 0415 – Equity, BP 5113 – Absences and Excuses, and BP 5141.52 – Suicide Prevention as attached to these minutes.<sup>22</sup></p>
<p><b>Information/Action Item:</b> Board Meeting Calendar</p>	<p>On a motion made by Adam Rogers, and a second to the motion made by Sandi Baltes, Trustees unanimously approved the revised 2019 Board Meeting Calendar as attached to these minutes.<sup>23</sup></p>
<p><b>Information Item:</b> First Reading of Select Policies</p>	<p>Trustees discussed and reviewed the first reading of the following Board Policies:</p> <ul style="list-style-type: none"> <li>• Board Policy 5144 – Discipline</li> <li>• Board Policy 5145.12 – Search and Seizure</li> </ul> <p>Policies will be brought back for a second/final reading with any changes that were made.</p>
<p><b>Information Item:</b> Enrollment Report</p>	<p>Dr. Culverhouse explained that the enrollment report will be presented each month showing gains or losses per grade level. Dr. Egan explained that there was a correction to the TK-K enrollment to show an average of 25.09, not 33.7 as shown on the handout. She reviewed the gains and losses of each site, which show an overall District gain of 33 students compared to last year.</p>
<p>Board/Superintendent Comments</p>	<p>Trustees have been busy attending Back to School Night events this past month. The morale is high for both students and teachers, they see a lot of smiles, and are looking forward to a good year. They are excited to see both middle schools addressing Suicide Prevention month and all the information on the classroom doors and walls for those who may need to reach out.</p> <p>Trustees would like to see more information on the nutritional analysis that Tracy Bryars briefly mentioned as well as to know the reason that students are leaving our District on the next enrollment report.</p> <p>Dr. Culverhouse explained that with it being Suicide Awareness month, our school counselors have really been putting in a lot of work to let students know that staff is here to help. The school counselors have provided great training for our teachers on how to address suicide.</p> <p>Mr. Dobson announced that the California School Board Association (CSBA) is working on getting money approved to assist schools with mental health issues.</p>
<p>Adjournment</p>	<p>Board President Cynthia Aguirre announced that the next meeting will be held on October 10, 2019 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 Ida MacMurray, and a second to the motion by John A. Dobson the meeting was adjourned at 7:50 p.m.</p>

Board Minutes Approved:

October 10, 2019

  
Joanne Culverhouse, Ed.D.  
Secretary to the Board

- <sup>1</sup> Approval of Minutes
- <sup>2</sup> Contracts – Ed Services
- <sup>3</sup> Contracts – Special Education
- <sup>4</sup> Staff Development
- <sup>5</sup> Memberships
- <sup>6</sup> University Agreements
- <sup>7</sup> Contracts – Business Services
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- <sup>12</sup> New Hires
- <sup>13</sup> Separations
- <sup>14</sup> Change of Status
- <sup>15</sup> 2018-2019 Unaudited Actuals Financial Report
- <sup>16</sup> Resolution #9-2019- AQMD
- <sup>17</sup> Resolution #11-2019 – GANN Limit
- <sup>18</sup> Piggyback Bid #201617-6 Pizza
- <sup>19</sup> Resolution #12-2019/Bond Refunding
- <sup>20</sup> Resolution #10-2019/Mental Health
- <sup>21</sup> 2020-2021 School Calendar
- <sup>22</sup> Second/Final Reading Board Policies
- <sup>23</sup> 2019 Board Meeting Calendar