

LA HABRA CITY SCHOOL DISTRICT  
Minutes of the Regular Board of Education Meeting  
500 N. Walnut St.  
La Habra, CA 90631  
May 22, 2014

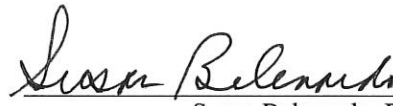
Board Members	<p>Board Members Present: Sandi Baltes, President Sharon H. Brown, Vice President John A. Dobson, Clerk Elizabeth Steves, Member</p> <p>Board Members Absent: Linda Navarro Edwards, Member</p>
Administrators	<p>Administrators Present: Susan Belenardo, Superintendent Teresa Egan, Administrative Director Educational Services Karen Kinney, Chief Business Official Teri Louer, Administrative Director Student Support Services</p>
Work/Study Session	<p>Trustees began a Work/Study session at 4:10 p.m. Administrators from both middle schools were present to discuss their reorganization plan for a seven period day. Mr. Carlos and Mr. Lopez from Washington Middle School presented their plan for full year classes for Science and Social Studies. They explained their approach is to incorporate math intervention in the Project Lead the Way (PLTW) elective that will be taught by a teacher trained in PLTW with a single subject authorization in Math. The support will still be provided to those students required to enroll in math intervention. All students will have a double period block of Language Arts, and continue with Read 180 and Expert 21 for those students who are at-risk. Washington will be looking at adding another P.E. teacher and possibly a few more elective courses. Shelly Lyon will be incorporating art within mathematics and see if there is an opportunity to offer as a full period.</p> <p>Superintendent, Susan Belenardo then initiated the discussion on the district policy on 8<sup>th</sup> grade retention for students. Mrs. Seighman explained that Board policy states students cannot have four (4) or more failing grades for the entire 8<sup>th</sup> grade year. If they do they do not meet the requirement they cannot promote to the ninth grade, but because there is no retention in 8<sup>th</sup> grade, the high school places the students in an opportunities program. Students attend a summer school program and if are successful they go into the regular program, if they are not, they go into Opportunities. Before it gets to that point the schools have parent meetings, have parents sign a form acknowledging what is going on, and let them know what needs to be done and what the school is providing to assist the students in passing. This year Imperial and Washington have a minimal number of students not graduating. Ms. Seighman explained that there is so much extra time and support to help the students improve their grades. Mr. Carlos explained how Ms. Myers is a great support to these at-risk students. Ms. Seighman and Mrs. Goellrich explained that unlike Washington, they are looking at half-year classes for their students. They determined that by offering the half year classes they can offer electives to those at-risk students, which they feel will help to motivate and turn the kids back on to learning. The teachers at IMS feel that it is important to support students in math and keep them in a half year social studies and science. Without this extra support they will not be able to pass the high school exit exam. The math classes will include projects that apply social studies and science content so that the students are still accessing that content. Sixth grade P.E. will return to previous levels this year and they will hire another teacher. A list of electives was provided to Trustees. There will be study skills, pre-AVID and 6<sup>th</sup> grade band, elective wheels will be offered to include technology, art, drama, ceramics, digital art, guitar, Spanish and photography. Trustees expressed their concern about the half year classes, but are supportive of the teachers and asked that Ms. Seighman and Mrs. Goellrich make sure that they are monitoring that it works and to make necessary changes sooner rather than later.</p> <p>Trustees reviewed self-evaluation and had discussion on what they wanted to change, add or delete.</p>
Public Comment on Closed Session Items	None
Second Call to Order Regular Meeting	Board President, Sandi Baltes, called the Regular Meeting of the Board of Education to order at 7:05 p.m.
Pledge of Allegiance to the Flag	Board President, Sandi Baltes, asked Samantha to lead the pledge of allegiance to the flag.

<b>Report from Closed Session</b>	None
<b>Adoption of the Agenda</b>	An addendum to the agenda for item 13g. under consent calendar was made to correct a typo made. Where it reads La Habra Education Association it should read California School Employees Association, Chapter #135. On a motion made by John A. Dobson, and a second to the motion by Elizabeth Steves, Trustees unanimously adopted the agenda for May 22, 2014 with changes.
<b>Special Presentations</b> <ul style="list-style-type: none"> <li>Teacher of the Year Nominees for 2015</li> <li>Certificated/ Classified Retirees</li> <li>English Learner Recognition</li> <li>La Habra Education Association Scholarship</li> </ul>	<p>Superintendent, Susan Belenardo expressed her pleasure in beginning the meeting with some very special honors.</p> <p>First, Nominees for Teacher of the Year were introduced and presented with a certificate. Special recognition was given to Debby Viveros as the District nominee submitted to the County and being selected as a semi-finalist. Congratulations Debbye! Shannon Belknap presented Debbye with a gift on behalf of the La Habra Education Association.</p> <p>Director of Classified Personnel, Carol Argomaniz recognized classified retirees and presented each one with the traditional La Habra City School District bell on behalf of the Board of Education. Carol and Administrators provided a description of the role each classified employee had contributed in the various schools and departments they worked in. Superintendent, Susan Belenardo shared some wonderful words on the Districts "Art Historian" Mary Shultz and all of the great work she has displayed at the District throughout the years. Teacher Bea Betley presented Mary with a gift on behalf of all the teachers in the District.<sup>1</sup></p> <ul style="list-style-type: none"> <li>Classified Retirees: Mary Butler, Diane Isley, Mary Schultz, Mary Dominguez, Beverly Molyneux, and Olga Goodman</li> </ul> <p>Superintendent Susan Belenardo and Administrative Director Educational Services, Teresa Egan recognized Principal Rick Snyder for his years of service to the students in the District and wished him well in his retirement.</p> <p>Administrative Director Educational Services, Teresa Egan, recognized classified employees Patricia Meili and Erika Moreno as well as certificated employees, Danette Brown and Lori Varela for being nominated for the 2014 Celebrating English Learner Nominees.</p> <p>Susan Pritchard announced the winners of this year's La Habra Education Association Scholarships to Chelsea Hart who will be attending Cal Poly Pomona and get her doctorate in electrical engineering, Samuel Kurth who will be going to Oregon Tech and Livia Varela who will be attending Cal Poly Pomona after Mt. Sac to study bio-chemistry.</p>
<b>Minutes of the Regular Board Meeting of: May 8, 2014</b>	The minutes of the Regular Meeting of May 8, 2014 were unanimously approved on a motion made by Sharon Brown, with a second to the motion by Elizabeth Steves. <sup>2</sup>
<b>Correspondence</b>	None
<b>Superintendent's and Trustees' Report</b>	<p>Board President, Sandi Baltes, talked about the board room display for the 21<sup>st</sup> century learners at Las Lomas School. The students and staff have shared their mathematical knowledge using Cognitive Guided Instruction along with wonderful examples of Common Core Writing, these young scholars are demonstrating their early readiness for college, career and beyond. Even the little ones are able to express themselves by using explanatory, narrative, and opinion writing. On the north wall there are exploratory writings and lovely pictures displayed in Ruby Bridges. Behind Liz and John there are works of art from the kindergartners demonstrating problem solving techniques using cookies. The students have written many great ideas about things that can be done on a rainy day like: light a fire, play monster high dolls and make cupcakes. Mrs. Phemister and Mrs. Yoo's class created a banner showing the integration of 21<sup>st</sup> century skills through CGI, narrative, informative and close reading with common core writing. Thank you Las Lomas students and staff for such a wonderful display.</p> <p>Superintendent, Susan Belenardo shared the article on page 6 of the La Habra Journal. The article recognizes the Orange County Music and Arts Educators Awards, the Masonic Lodge Public Schools Program Awards for our certificated and classified employees of the year, and the celebrating English learner success winners. The article also mentioned how GATE students from Las Positas, Walnut and Sierra Vista entered and competed for the first time in Cal Poly Pomona's Robot Rally. Detail on the Academic Pentathlon and Arbolita being named as a 2014 California Distinguished School. Dr. Belenardo reminded Trustees of the P21 Sustainability Showcase this Saturday at Cal State Fullerton. Students from Walnut will be participating</p>

	<p>with their teacher Gabriela Quintanilla. She also shared that the Orange County Environmental Health Division awarded Washington Middle School with the 2014 Award of Excellence for consisting maintaining high food and safety standards.</p> <p>Chief Business Official, Karen Kinney, shared the detail of her recent Moody's conference call. Karen explained that they were concerned about our cash in June. She explained that even we borrowed a 2.0 million dollar loan in April; we are looking at negative cash in June and may be downgraded to a double A2 rating. Karen expressed the importance of keeping reserves up.</p> <p>Trustees shared information on the School Services, May revise update they attended yesterday. They explained that with all of the reform and influx of the new funding, California is still 49<sup>th</sup> overall in pupil funding and we need to continue to push for adequate finding for our students. The Governor has decided to help the PERS and STRS pension funds to remain solvent. In order to do this the burden will eventually fall on district budgets as we will have to pay 20% of the employee's retirement. CSBA and groups are working to advocate different changes to this.</p>
<b>Public Comment</b>	None
<b>General Matters</b> <b>Action Item:</b> Consent Calendar	<p>Trustees unanimously approved the Consent Calendar on a motion made by Elizabeth Steves, and a second to the motion by Sharon H. Brown:</p> <ul style="list-style-type: none"> <li>➤ Approval of Independent Contractor Agreements as attached to these minutes.<sup>3</sup></li> <li>➤ Approval of Staff Development for designated employees to attend conferences/workshops as attached to these minutes.<sup>4</sup></li> <li>➤ Approval of extra pay requests per employee's contract's provisions and Education Code requirements as attached to these minutes.<sup>5</sup></li> <li>➤ Approval of Certificated and Classified resignations and ratification of new hires as attached to these minutes.<sup>6</sup></li> <li>➤ Approval of Leave of Absence requests as attached to these minutes.<sup>7</sup></li> <li>➤ Approval of Annual Budget of Personnel Commission as attached to these minutes.<sup>8</sup></li> <li>➤ Approval of Resolution #4-2014, Order of Biennial Trustee Election and Specifications of the Election Order as attached to these minutes.<sup>9</sup></li> <li>➤ Approval of the Expenditures Report for May 23, 2013 as attached to these minutes.<sup>10</sup></li> </ul>
<b>Instruction and Personnel</b> <b>Information Item:</b> DELAC/DAC Report	<p>Superintendent, Susan Belenardo, asked to move item 14b. DELAC/DAC report before the consent calendar so that the parents and their children do not have to wait until the end.</p> <p>Administrative Director Educational Services, Teresa Egan, was happy to introduce DELAC President, Lydia Fuentes. Mrs. Fuentes thanked the Board for having them here tonight. She informed Trustees that all legal requirements were met for 2013-2014. Other member of the Committee explained that this year they learned about the Local Control Accountability Plan which was presented to their group on May 9<sup>th</sup>. They also were able to learn about the Average Yearly Program, Academic Performance Index and the California Standards Test. In DELAC they learned about the proper ways to feed their kids and the importance of vegetables, juices and meats and size proportion in regards to nutrition. In Common Core Standards they were able to learn about the new challenges for the students and teachers and the Smarter Balanced Field tests and how the students will have new tools and technology to take the test. The committee met with the middle school principals and were provided with information on the electives available for the students. Information on Dual Immersion, Parent Institute for Quality Education and Technology Integration in the classrooms was also provided to the DELAC parents this year. They thanked Mrs. Egan for all the support that she has provided to them this year.</p>
<b>General Matters</b> <b>Information Item:</b> Enrollment Report	<p>The enrollment update as May 20<sup>th</sup> is at a net zero. We are at 5145, down one. We are projecting about 4870 for next year as we lost a very large class in eight grade last year and are currently at 635 for kinder and projecting 611 for next year, but not quite there yet. No adjustments to staff will be made at this point except for an additional class at Arbolita for the Dual Immersion program.</p>
<b>Information/Action Item:</b> Board Meeting Schedule	<p>Following discussion of the necessity for two Board Meetings in the months of July and August, it was determined that the optional meetings for July 10<sup>th</sup> and August 14<sup>th</sup> will be canceled to accommodate schedules and attendance. On a motion made by John A. Dobson, and a second to the motion by Sharon H. Brown, Trustees unanimously approved the changes in meeting dates for the 2014 Board Meeting Schedule as attached to these minutes.<sup>11</sup></p>



<b>Information/Action Item:</b> First Reading/Board Policy 5123 (revised)	Trustees are requested to consider approval of the first reading of revised Board Policy 5123 – Promotion/Acceleration/Retention. After a motion made by Sharon H. Brown, and a second to the motion by John A. Dobson, recommendation to change language regarding movement to grades one and two, two and three and three and four for clarification. Dr. Belenardo explained that this update is to make sure that we are in compliance, and to include language on how retention is decided. Trustees also recommended to approve this policy as a first and second reading. After further discussion the item was unanimously approved with the suggested changes as a first and second reading as attached to these minutes. <sup>12</sup>
<b>Information Item:</b> Administrative Regulations 5123	Superintendent, Susan Belenardo, explained that the administrative regulation is how management puts the policy into place. Some of the changes made were because of the rollback with the kindergarten start date which was not in our policy. It also includes the retention policies and who determines retention and how it happens. The policy is what we need to do and the regulation is how we do it.
<b>Action Item:</b> Public Hearing: Initial Contract Proposals	Board President, Sandi Baltes, declared open an official public hearing to receive input on the District's Initial Contract Proposal to the California School Employees Association, Chapter #135 and the Initial Contract Proposal to the District by the California School Employees Association, Chapter #135 as attached to these minutes. <sup>13</sup> On a motion made by Sharon H. Brown and a second to the motion made by John A. Dobson, trustees unanimously agreed to the public meeting  Superintendent, Susan Belenardo, read the proposals for both and explained how they are similar to what the district opened with the La Habra Education Association which are now sunshined.  There being no public comment, the Hearing was closed.
<b>Action Item:</b> Initial District Proposal	On a motion made by Elizabeth Steves, and a second to the motion by Sharon H. Brown, Trustees unanimously adopted the District's Initial Contract Proposal to the California School Employees Association, Chapter #135 as attached to these minutes. <sup>14</sup>
<b>Information/Action Item:</b> Board Appointments to La Habra City School District Foundation	After a motion made by Sharon H. Brown, and a second to the motion by John A. Dobson, Trustees discussed the Board appointments to the La Habra City School District Foundation. Board Member, Elizabeth Steves recommended the following for appointment: Michele Bernier, Ray Fernandez and Ann Richards. She will follow-up with Ray and Michele, then contact Ann. After discussion Trustees unanimously approved to move forward with appointing members to the La Habra City School District Foundation <sup>15</sup> .
<b>Instruction and Personnel Action Item:</b> Classified Early Retirements	On a motion made by John A. Dobson, and a second to the motion by Elizabeth Steves, Trustees unanimously approved the Classified Early Retirement Request as attached to these minutes. <sup>16</sup>
<b>Action Item:</b> Transportation/Maintenance Department Job Description	On a motion made by Elizabeth Steves, and a second to the motion made by John A. Dobson, Trustees unanimously approved the Transportation/Maintenance Department Job Description as attached to these minutes. <sup>17</sup>
<b>Business Matters Action Item:</b> Surplus Unusable Technology Equipment	On a motion made by Sharon H. Brown, and a second to the motion by John A. Dobson, Trustees unanimously declared two lists as obsolete or unusable technology equipment to be disposed of at public auction, private sale, donated charity or by other means allowed as per Education Codes 17545 and 17546 as attached to these minutes. <sup>18</sup>
<b>Information Item:</b> <b>Action Item:</b> Approval of Bid #B02-2014	Chief Business Official, Karen Kinney, explained that the purchasing department advertised for bids on the completion of courtyards at Imperial Middle School and the installation of the marquees at both Imperial and Washington Middle Schools. On a motion made by Sandi Baltes, and a second to the motion by Elizabeth Steves, Trustees unanimously awarded Bid #B07-2013 to Minako American Corporation (dba Minco Construction) as attached to these minutes. <sup>19</sup>
<b>Other Business from the Board</b>	Trustees discussed having an extra work study and closed session to discuss Dr. Belenardo's evaluation and the Arts Advantage Plan on Friday, May 30 <sup>th</sup> from 10:00 a.m. – 12:00 p.m. Board Clerk, John Dobson, was excited to mention the published books and artwork at the La Habra Library's literary fair from students and teachers in our district.
<b>Adjournment</b>	Board President, Sandi Baltes, announced that the next meeting will be held on June 26, 2014 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 Sharon H. Brown, and a second to the motion by Elizabeth Steves, the meeting was adjourned at 9:08 p.m.

Board Minutes Approved:	June 12, 2014 ( <i>corrected and submitted for approval on August 28, 2014</i> )
	 Susan Belenardo, Ed.D. Secretary to the Board

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- <sup>1</sup> 2014 Retirees
  - <sup>2</sup> Minutes of the Regular Board Meeting of May 8, 2014
  - <sup>3</sup> Independent Contractor Agreements
  - <sup>4</sup> Staff Development
  - <sup>5</sup> Extra Pay Approval
  - <sup>6</sup> Certificated and Classified Resignations and New Hires
  - <sup>7</sup> Leave of Absence
  - <sup>8</sup> Annual Budget of Personnel Commission
  - <sup>9</sup> Resolution #4-2014
  - <sup>10</sup> Expenditures Report
  - <sup>11</sup> 2014 Board Meeting Schedule
  - <sup>12</sup> Board Policy 5123
  - <sup>13</sup> Public Hearing - Initial Contract Proposals
  - <sup>14</sup> Initial Contract Proposals
  - <sup>15</sup> La Habra City School District Foundation
  - <sup>16</sup> Classified Early Retirement
  - <sup>17</sup> Job description
  - <sup>18</sup> Declaration of Surplus
  - <sup>19</sup> Approval of Bid#B02-2014