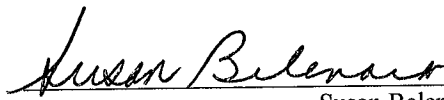


LA HABRA CITY SCHOOL DISTRICT
Minutes of the Regular Board of Education Meeting
500 N. Walnut Street
La Habra, CA 90631
March 13, 2014

Board Members	<p>Board Members Present: Sandi Baltes, President John A. Dobson, Clerk Elizabeth Steves, Member Linda Navarro Edwards, Member</p> <p>Board Members Absent: Sharon H. Brown, Vice President</p>
Administrators	<p>Administrators Present: Susan Belenardo, Superintendent Teri Louer, Administrative Director Student Support Services Teresa Egan, Administrative Director Educational Services Karen Kinney, Chief Business Official</p>
Work/Study Session	<p>The work/study session began at 4:10 p.m. Trustees were provided with a demonstration of an online agenda program. The demonstration was provided via webcast through EduPortal. Trustees would like to have a demonstration from another online agenda company so that they are able to make a decision that best fits the districts needs. They also suggested having a trial period to test out the online agenda system prior to finalizing any decisions.</p> <p>Administrative Director Educational Services, Teresa Egan, presented the Board with a list of priorities she had gathered from the different groups she visited with. Trustees were focused on placing the top priorities they felt were important to the LHCS D on the LCAP 3 year plan. Teresa asked Trustees to focus on what they feel creates a 21st Century Classroom and what support they want to use to enhance the curriculum. The goals were organized by climate, engagement and achievement. Karen gave an estimated cost of what each plan would cost. Teresa will clean up the list and put it together for approval at the next Board meeting. The draft plan must be submitted by the April 30th deadline.</p>
Forman Call to Order	The formal call to order of the Board of Education Meeting of the La Habra City School District was called by Board President Sandi Baltes at 6:50 p.m.
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 Tracy Bryars of the La Habra City School District Wellness Committee to lead the pledge of allegiance to the flag.
Report from Closed Session	None
Action Item: Adoption of the Agenda	On a motion by John A. Dobson, and a second to the motion by Linda Navarro Edwards, Trustees unanimously adopted the agenda for March 13, 2014.
Action Item: Minutes of the Regular Board Meeting of: February 27, 2014	The minutes of the Regular Meeting of February 27, 2014 were unanimously approved by Trustees on a motion made by John A. Dobson, and a second to the motion made by Linda Navarro Edwards. ¹
Correspondence	None

<p>Superintendent's and Trustees' Report</p>	<p>Frank Felix, President of the La Habra Host Lions Club along with Board Member, Elizabeth Steves, presented a check in the amount of \$13,200 to the La Habra City School District. The funds were raised from the Car and Bike Show held on December 8th. Elizabeth explained that the money will go towards the purchase of iPads for the 3-5 schools. Mr. Felix thanked Elizabeth for all of her hard work in chairing the event and raising the money for the schools.</p> <p>Superintendent, Susan Belenardo, reported that Arbolita is a California Finalist for the Distinguished School award and had their walk-through today. She explained that everything went well very well, but the final announcement will not be received until late April.</p> <p>Dr. Belenardo's favorite part of the evening is the announcement of the student performers. She introduced Principal, Pam Cunningham from Las Lomas school and her First Grade Rocks students. Ms. Cunningham was happy to introduce Ms. Cabrera's first grade class who performed three songs - "Rock and Roll is here to Stay", "Blueberry Hill", and "The Twist." Students invited Trustees to join them as they performed "The Twist". The students were all dressed in their rock and roll attire and did an excellent job as they performed each song and dance.</p> <p>Dr. Belenardo and the Board shared their experience on the play they attended at Imperial Middle School. Imperial Middle School students had an awesome performance of the "Big Bad". It was amazing to see how well they remembered their lines. Many people attended and the staff showed great support to the students. Mr. Worden did an amazing job. Trustees were also amazed at the PIQUE graduations; they were very pleased to see how this program inspires the parents and felt that their enthusiasm was just incredible. A total of 78 parents from Imperial Middle School and 58 from Washington Middle School graduated from the program. Administrative Director Educational Services, Teresa Egan, said that all of the parents involved felt that this program has allowed them to understand more and has provided them with the opportunity to help their children. All were very thankful to have this wonderful resource available. Trustees also shared their open house experience at Sierra Vista school. They were pleased to see how teachers are embracing the Common Core Standards and the student's writings on the walls were all so powerful. Overall there was just a great feeling when you walk through the campus.</p>
<p>Public Comment</p>	<p>None</p>
<p>General Matters Action Item: Consent Calendar</p>	<p>Trustees unanimously approved the Consent Calendar on a motion made by John A. Dobson, and a second to the motion by Elizabeth Steves:</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 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 ➤ Approval of changes in select employees' status as attached to these minutes.⁶ ➤ Ratification of Certificated and Classified resignations and new hires as attached to these minutes.⁷ ➤ Approval/Ratification of the Expenditure Report for March 13, 2014 as attached to these minutes.⁸
<p>Information Item: Enrollment Report</p>	<p>Superintendent, Susan Belenardo, reported as of March 11, 2014 there were a total of four (4) additional students. She explained that this time of year is when the numbers are pretty solid and not much change is happening. The K-3 grades are maintaining at 30 per class and the 4-5 grades range from 26-30. There were not many changes since the last report.</p>
<p>Information Item: Proposed Revision to Board Policies – First Reading</p>	<p>Superintendent, Susan Belenardo, explained that CSBA provides quarterly notices of suggested updates to Board policies due to changes in the Education Code or legislation. Updated policies will be presented to the Board in a first reading for review and/or changes and a second reading for approval. Trustees reviewed the first reading of Board Policy 3551 – Food Service Operations/Cafeteria Fund and Board Policy 5131.62 – Tobacco, no changes were made. The policies will be brought back for a second and final reading at the next board meeting.</p>
<p>Information Item: Administrative Regulations</p>	<p>In addition to the policies listed above, the District must also revise and apprise Trustees of Administrative Regulation 3554 – Other Food Sales and Administrative Regulation 3551 – Food Service Operations/Cafeteria Fund. No further action is needed for these regulations.</p>

<p>Action Item: Approval of 2014-2015 School Calendar</p>	<p>Superintendent, Susan Belenardo, explained that after review of the tape from last Board meeting it was found that a motion to approve the calendar was never completed. Board Clerk, John Dobson asked why the LHCS D does not end and begin the same time as the FJUHS D. Dr. Belenardo explained that it was discussed in negotiations with the teachers and this is what the teachers wanted. She also explained that there is a challenge to totally align with the high school district because of the furlough days, and pre-service days, but we do the best we can to keep the holiday breaks the same. On a motion made by Linda Navarro Edwards and a second to the motion by Elizabeth Steves, Trustees unanimously approved the 2014-2015 School Calendar as attached to these minutes.⁹</p>
<p>Instruction and Personnel Information Item: Update of Food Services and Wellness</p>	<p>Administrative Director Student Support Services, Teri Louer and Food Services Director, Helen Manesh, provided Trustees with an update on wellness policies and a Network for Healthy California. Teri Louer explained that the Wellness Policy (BP 5030) was established to recognize the relationship between student health and academic performance. The policy was last updated in 2008 and needs to be reviewed and updated by July 2014. The policy helps to promote healthy eating and physical activity during the day and before and after school for students and early childhood students. As part of the policy a committee must meet three to four times during the school year to discuss nutrition and physical activity related topics. The committee must develop an implementation and evaluation plan to promote nutrition and physical education. Members of the Committee consist of the Administrative Director of Student Support Services, Food Service Director, nutrition leads from each school site, volunteers from the school readiness program, school nurse, community partners and parents. The goals set by the plan are to make nutrition an integral part of the program, allow opportunities for physical education and activities and develop community partnerships. Tracy Bryars who partners with St. Jude and Cal State Fullerton spoke on the physical activities program. She explained how the Lunchtime Exercise Activity Program (LEAP) has been piloted at Sierra Vista, Walnut and Las Positas. Once a week trained students from Cal State Fullerton will go to the schools and conduct exercise activities with students during their lunch break. A training program is being established for parents, noon-duty staff and teachers who would like to do the lunchtime exercise at the K-2 sites, as they heard how great it is going at the other schools and wanted it at their sites as well. She explained that the program offers lots of great things to help improve the health of the students here in the district. Teri explained that School Readiness program has continued to offer Nutrition Wednesdays, A Yoga Program, Kids Run the OC, The Literacy Fair and Free Health Screenings. Food Services Director, Helen Manesh updated Trustees on the nutritional guidelines that are in place. She explained that all guidelines discussed last year have successfully been established throughout the district. We now offer a healthy and nutritious breakfast, lunch and snacks. Fresh fruits and vegetables are offered using California produce when possible, the portion control based on age of students has also been in effect and all food and beverages sold are in compliant with the guidelines. Helen also explained that all school affiliated organizations will have to start using non-food alternative fundraising strategies and all class parties and celebrations will need to consist of healthy snacks. Helen explained that she and her staff will be attending a workshop tomorrow on the new guidelines that are coming up over the next few years. With April being Nutrition and Wellness month the schools are all ready with their different wellness activities.</p>
<p>Action Item: School Accountability Report Cards</p>	<p>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 Linda Navarro Edwards, Trustees unanimously approved the individual School Accountability Report Cards for each of the nine schools as attached to these minutes.¹⁰</p>
<p>Action Item: Title III Action Plan</p>	<p>After a motion made by Linda Navarro Edwards and a second to the motion by Elizabeth Steves, discussion of the Title III Action Plan was given by Administrative Director Educational Services, Teresa Egan. Teresa explained to Trustees that because the District did not meet its AMAO 1 and 3 goals we were placed on a year 4 plan. The reason for not meeting these goals was because the students were reclassified on both sides of the testing window and just missed the requirement by a few students. Teresa explained the testing and reclassification process for EL students and stated that the District met the AMAO-2 requirements. It is great for the kids and great for us, but it does not look good on paper. Trustees unanimously approved the Title III, Year 4 plan as attached to these minutes.¹¹</p>
<p>Business Matters Action Item: E-Rate Approval for Gigabit Metropolitan Network</p>	<p>After a motion made by John A. Dobson and a second to the motion by Elizabeth Steves, discussion of the Gigabit Metropolitan Network was given by Technology Supervisor, Olga Goodman. Olga explained that the District has had a gigabit network in place for the past five years but the contract has expired and in order to receive the E-rate discount the District must go out to build to get the best vendor rate. The District received two bids, one from Time Warner and the other from Tele-Pacific. Olga pointed out the reason for the huge</p>

	discrepancy in the price is for the set up. Since Time Warner initially set up the network, they do not have to charge again for that, where Tele-Pacific does. 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: Measure O Bond Administration – Annual Bond Performance and Financial Audit	On a motion made by John A. Dobson and a second to the motion made by Linda Navarro Edwards, Trustees unanimously approved the “Report on Internal Control Over Financial Reporting and on Compliance and other Matters based on an Audit of Financial Statements performed in accordance with Government Auditing Standards” and the Auditors Report on State Compliance” produced for the fiscal year ending June 30, 2013 as attached to these minutes. ¹³
Action Item: Measure O Bond Administration – Approval of Measure ‘O’ Citizen’s Oversight Committee Annual Report	On a motion made by Linda Navarro Edwards and a second to the motion made by John A. Dobson, Trustees unanimously approved the Measure ‘O’ Citizen’s Oversight Committee Annual Report as attached to these minutes. ¹⁴
Action Item: Approval of Contract with School Facility Consultants	On a motion made by Linda Navarro Edwards and a second to the motion made by John A. Dobson, Trustees unanimously approved a contract with School Facility Consultants to analyze Proposition 39 opportunities, file the California Energy Commission Energy Plan and assist with other required analysis and documentation as attached to these minutes. ¹⁵
Other Business from the Board	Board Member, Elizabeth Steves, congratulated Board Clerk, John A. Dobson, for completing his Masters in Governance program. She has one more class to complete before she is also finished. John and Liz both felt that the sessions have been very valuable in learning how to be a Trustee.
Adjournment	Board President, Sandi Baltes, announced that the next meeting will be held on Thursday, April 10, 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 John A. Dobson, and a second to the motion by Linda Navarro Edwards, the meeting was adjourned at 8:27 p.m.
Board Minutes Approved:	<p>April 10, 2014</p> <div style="text-align: right;">  Susan Belenardo, Ed.D. Secretary to the Board </div>

¹ Approval of Minutes

² Contracts

³ Staff Development

⁴ Membership Renewals

⁵ Extra pay Request

⁶ Change of Status

⁷ New Hires/Resignations

⁸ Expenditures Report

⁹ 2014-15 School Calendar

¹⁰ School Accountability Report Cards

¹¹ Title III Year 4 Plan

¹² E-Rate Approval for Gigabit Metropolitan Network

¹³ Annual Bond Performance and Financial Audit

¹⁴ Measure ‘O’ Citizen’s Oversight Committee Annual Report

¹⁵ Contract with School Facility Consultants