


LA HABRA CITY SCHOOL DISTRICT
Minutes of the Regular Board of Education Meeting
500 N. Walnut Street
La Habra, CA 90631
April 10, 2014

Board Members	Board Members Present: Sandi Baltes, President Sharon H. Brown, Vice President John A. Dobson, Clerk Elizabeth Steves, Member Linda Navarro Edwards, Member
Administrators	Administrators Present: Susan Belenardo, Superintendent Teresa Egan, Administrative Director Educational Services Teri Louer, Administrative Director Student Support Services Karen Kinney, Chief Business Official
Formal 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 5:30 p.m.
Public Comment on Closed Session Items	None
Work/Study Session	The work/study session began at 6:20 p.m. Administrative Director Educational Services, Teresa Egan, discussed with the Board the need to develop a timeline for implementing their priorities in order to develop a 3-year LCAP implementation Plan. She shared that in developing the LHCS D LCAP, it was important to make it easy for the public to read and understand. She also explained that the goal is to add to existing services rather than take away. Teresa reviewed the programs that are currently in place that were previously supported by EIA funds and the additional funds that will be required to continue to support these programs. The Board then reviewed the list of priorities developed at the previous work study session based on the input from all the stakeholder groups. Trustees then developed a three year timeline for implementing their priorities that will be developed into the Local Control Accountability Plan. The initial draft of the plan must be sent to the Orange County Department of Education for their review by the end of April. The final LCAP will be presented for approval in June.
Second Call to Order Regular Meeting	Board President, Sandi Baltes, called the Regular Meeting of the Board of Education to order at 7:15 p.m.
Pledge of Allegiance to the Flag	Board President, Sandi Baltes, asked Ruby from Las Positas to lead the pledge of allegiance to the flag.
Report from Closed Session	Board President, Sandi Baltes, reported that during closed session, student identified as Student # 1202304 was recommended for expulsion from the La Habra City School District for the remainder of this semester and next. A motion was made by John A. Dobson, and a second to the motion by Sharon H. Brown. A roll call vote was taken to move that Student #1202304 be expelled for the remainder of this semester and next and complete a rehabilitation plan. Student will be allowed to apply for readmission to a public school for August 2014. If Student #1202304 does not complete and comply with the rehabilitation plan, student will be recommended to continue the expulsion until January 2015 or until the rehabilitation plan is completed. Sandi Baltes – Aye Sharon H. Brown – Aye John A. Dobson – Aye Elizabeth Steves – Aye Linda Navarro Edwards – Aye
Action Item: Adoption of the Agenda	On a motion by Linda Navarro Edwards, and a second to the motion by John A. Dobson, Trustees unanimously adopted the agenda for April 10, 2014.

Action Item: Minutes of the Regular Board Meeting of: March 13, 2014	The minutes of the Regular Meeting of March 13, 2014 were unanimously approved by Trustees on a motion made by John A. Dobson, and a second to the motion made by Elizabeth Steves. ¹
Correspondence	<p>Board Clerk, John A. Dobson, reported the following correspondence:</p> <ul style="list-style-type: none"> ➤ Diane West Boothe, Dean of the College of Administration of Boise State University, sent a letter of appreciation to the teachers and leaders in the La Habra City School District for making such a positive impact on her life and her family's life. Dean Boothe attended the LHCSd schools beginning in kindergarten. She moved on to La Habra and Sonora High Schools and graduated in 1969. She took Spanish classes while attending Washington Jr. High and commented that every position that she successfully applied for, the determining factor was her ability to speak Spanish. She is convinced that being offered Spanish in seventh and eighth grades made all the difference in the trajectory of her career path and thanked the LHCSd for giving her a good start!
Superintendent's and Trustees' Report	<p>Superintendent, Susan Belenardo, introduced students from Las Positas who gave a presentation on their Project Based Learning garden project. A student from each third grade classroom provided an update on what they have been doing in the garden. The students were able to plant seeds and make observations as they watch their garden grow. They shared what they have learned on how to grow food and being able to work together. They enjoy being able to get a break from academic subjects and being outdoors. They especially like eating all of the healthy fruits and vegetables that they have grown. The garden has given them lots of responsibility allowing each grade to be part of the planning process. The 5th grade students designed and named the garden, the 4th grade students wrote donation letters and the 3rd grade students planned the celebration. They thanked Home Depot, St Jude Health Foundation, Blue Hills Nursery and community partners for all of their support in getting the garden up and ready for the students.</p> <p>Alexis Cugini, daughter of teacher Linda Cugini, shared her Girl Scout Gold Award Project which she will pilot at Las Positas school. She explained that her quest is to put art back in the schools. With recent budget cuts, many schools have eliminated art classes; she is focusing her project on providing art lessons to students without high costs. Her project has been developed to feature an artist each month; she will develop a PowerPoint about the artist for the teachers to share with the class. Students will then develop their artwork based on what they learned using the tools they already have available to them. These projects have been developed to benefit the students both academically and psychologically. She has also put the four C's into her art program. Students will first understand the piece of art they are creating using their critical thinking skills, they will use communication to discuss the purpose of the piece, and collaborate with each other to get new ideas, also the creativity part of the four C's is the art itself. Each artist selected will allow the students an opportunity to be different and express their talents through art. She is very excited about her project and is looking forward to getting it piloted in the fall.</p> <p>Superintendent, Susan Belenardo, provided some updates from around the District. The recent earthquake felt in our area has prompted the District to re-evaluate their emergency preparedness plan. There will be an article in the La Habra Journal next week on what District will do in the event of an emergency and keeping students safe. We have also updated our website under the "Our District" tab to include emergency procedures where it shows specific protocols and procedures to assist in an emergency. The earthquake allowed Administrative staff the opportunity to debrief on what areas need to be improved. Dr. Belenardo reported no significant damage to our schools. All classes resumed as normal the following Monday despite some of our local districts having to cancel classes. There were a few classrooms closed at Washington Middle School due to damage to lights and one ASes classroom closed at Sierra Vista due to water damage, classes normally meeting in those rooms were moved to other locations. There was also a technical challenge with the new Blackboard system used which recently replaced Teleparent. Training will be provided to staff on the system for better communication in the future. Dr. Belenardo thanked Dan Ortiz for working hard at all the schools and pulling everything together. Karen Kinney and Teresa Egan were also helpful in making sure that Admin was informed of what was going on and that all classrooms passed inspection. Trustees thanked Dan and the maintenance and custodial staff for working so quickly and getting everything ready for the students. They also wanted to know what their roles were as Board members in the event of an emergency and what the chain of command would be.</p> <p>Administrative Director Educational Services, Teresa Egan, provided an update on the Smarter Balanced testing that began this week. She explained that testing has begun in the 5th grade and will go out to the other grades over the next six weeks. The testing is different than what the students have been used to, but overall everything has been going well.</p>

Public Comment	None
General Matters Action Item: Consent Calendar	<p>Trustees unanimously approved the Consent Calendar on a motion made by Sharon H. Brown, and a second to the motion by Linda Navarro Edwards:</p> <ul style="list-style-type: none"> ➤ Approval of Independent Contractor Agreements as attached to these minutes.² ➤ Approval of recent donations to the District as attached to these minutes.³ ➤ Approval of Staff Development for designated employees to attend conferences/workshops 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 changes in select employees' status as attached to these minutes.⁷ ➤ Ratification of the Expenditure Reports for March 31, 2014 and April 3, 2014 and approval of expenditure report for April 10, 2014 as attached to these minutes.⁸
Action Item: Approval of the Tentative Contract Agreement with CSEA	<p>Superintendent, Susan Belenardo, reported that on March 20, 2014, California Schools Employee Association (CSEA) and its Chapter 135 membership ratified the Tentative Agreement. The agreement is now being brought to the Board for approval. On a motion made by John A. Dobson and a second to the motion made by Elizabeth Steves, Trustees unanimously approved the Tentative Agreement with CSEA Chapter 135 as attached to these minutes.⁹</p>
Action Item: Proposed Revision to Board Policies – Second Reading	<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. The proposed revisions are being brought as a second reading for final approval. On a motion made by John A. Dobson and a second to the motion by Sharon H. Brown, Trustees unanimously approved Board Policies 3551- Food Service Operations/Cafeteria Fund and Board Policy 5131.62 – Tobacco as attached to these minutes.¹⁰</p>
Instruction and Personnel Information Item: La Habra City School District Arts Advantage Strategic Plan	<p>Administrative Director Educational Services, Teresa Egan, introduced the representatives from the Arts Advantage Team to present the La Habra City School District Arts Advantage Strategic Plan. She explained that the plan was developed in three full days of collaboration between the Orange County Department of Education, staff representatives and community members. Teacher, Betsy Olson, described the plan as a road map towards achieving an exemplary visual and performing arts program in which all students will have the opportunity to develop their appreciation, skills, and literacy in the arts. The Arts Education Plan was written to support the arts goals in the District's mission statement and get the arts back in schools. The plan will allow students to become more effective communicators enhancing and expanding their academic and life experiences. The rationale is to help students become tenacious, team-oriented problem solvers who are confident and able to think creatively while including the P21 skills of creativity, collaboration, critical thinking, and communication.</p> <p>Members of the task force explained the five focus areas of the plan along with the timeline, action step, outcome, person responsible and funding applications. The strategic plan focus areas include: Staffing, Comprehensive Curriculum, Professional Development, Equal Access for all Students to Experience all of the Art Disciplines, and Expanded Parent and Community Collaboration and Awareness. These areas address the specific needs of a comprehensive arts program.</p>
Information Item: Transportation Department Update	<p>Director of Transportation, Mary Allen, was introduced to provide an update on the Transportation Department. A review of the school bus safety facts and daily requirements for all bus drivers was discussed. The LHCSO currently provides transportation services for the nine district sites, three out-of-district schools, and two daycare centers. They transport 715 students daily at no cost to parents. The District follows the renewal training requirements under Education Code 40085, which states that all school bus drivers are required to successfully complete at least 10 hours of classroom, behind the wheel or in-service training during each 12 months of certificate validity. If a driver fails to complete the training their School Bus Certificate will be canceled. Mary reviewed the State and Federal guidelines that bus drivers must follow and explained the daily pre-trip check list that each driver completes prior to leaving the yard. Mary congratulated one of her long time employees Filobertha "Bertha" Ochoa for being nominated as a 2014 Employee of the Year. The District has received two grants which Mary explained: under Grant #G13215 the District received 4 new CNG buses to replace the 4 pre-1994 diesel busses. All buses were received in August. Grant #G13236 provides SCAQMD to pay \$60,000 to retrofit three diesel school buses with Diesel Particulate Filters. The District is currently in the process of applying for a DPF Cleaner. The bus pass program is still in effect and has been working out very</p>

	well for both the drivers and the students. A new addition for this year was adding a color dot and colored plastic loop for K-2 students for Wednesday early day take home. On April 28 th notices will be sent with bus riders to alert parents that commitment forms will be going out on May 7 th . June 11 th will be the deadline to receive those forms as the department needs time to process all passes and get out to students by July 28 th . Chief Business Official, Karen Kinney, addressed Transportation costs and State Apportionment. Currently \$970,000 has been budgeted towards transportation of which \$357,000 was funded previously by the State Apportionment for Transportation and is now part of LCFF. The District continues to accommodate field trips with internal drivers, when possible. Our drivers are scheduled to do more than 77 field trips this year.
Transportation Item: Williams Uniform Complaints	Administrative Director of Educational Services, Teresa Egan, reported no findings or complaints per the Williams legislation for the January 1 to March 31, 2014 quarter.
Business Matters Action Item: Surplus Unusable Equipment and Supplies	On a motion made by John A. Dobson, and a second to the motion by Linda Navarro Edwards, Trustees unanimously declared obsolete or unusable equipment and supplies to dispose at public auction, private sale, donated charity or by means allowed per Education Codes 17545 and 17546 as attached to these minutes. ¹¹
Other Business from the Board	<p>Trustees commented on their attendance at the recent open houses for Sierra Vista and Washington Middle School. There were examples of creativity in all of the classrooms. The walls were filled with wonderful readings and student work. They also enjoyed the Roller Coaster Showcase at Imperial Middle School. It was a neat experience and great to see so many people there to judge and evaluate the projects. Csilla Koppany did an excellent job. The projects were just fabulous!</p> <p>Board Member, Elizabeth Steves, reminded everyone to come out to the Citrus Fair this weekend. She was also happy to announce that Mary Shultz has received over 100 pieces of art which will be displayed for the art contest. Liz also mentioned that she attended a very informative foundation workshop with Karen Kinney. The workshop provided ways to explore how to get the foundation up and going again.</p>
Adjournment	Board President, Sandi Baltes, announced that the next meeting will be held on Thursday, April 24, 2014, at Imperial Middle School 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 8:55 p.m.
Board Minutes Approved:	<p>April 24, 2014</p> <div style="text-align: right;">  Susan Belenardo, Ed.D. Secretary to the Board </div>

¹ Approval of Minutes

² Contracts

³ Donations

⁴ Staff Development

⁵ Extra pay Request

⁶ New Hires/Resignations

⁷ Change of Status

⁸ Expenditures Report

⁹ Tentative Agreement-CSEA, Chapter 135

¹⁰ Approval of Board Policies

¹¹ Declaration of Surplus