


LA HABRA CITY SCHOOL DISTRICT  
Minutes of the Regular Board of Education Meeting  
500 N. Walnut St.  
La Habra, CA 90631  
September 25, 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 Karen Kinney, Chief Business Official Teresa Egan, Assistant Superintendent
<b>Formal Call to Order</b>	Board President, Sandi Baltes, called the formal meeting to order at 6:00 p.m.
Public Comment on Closed Session Items	None
Work/Study Session	<p>The work/study session began at 6:30 p.m. Director of Programs and Assessment, Sheryl Tecker provided a review of the baseline MAP data. She thanked teachers and administrative staff for doing a fantastic job in rolling out the MAP testing. The goal was 95% student participation and 43 of our 45 “test events” had 95% or higher participation with 21 “test events” having 100% participation. Sheryl informed Trustees that some 7<sup>th</sup>/8<sup>th</sup> graders at Imperial Middle School had an issue with the 14 day test window and that they will be allowed to retake the test. Other than that, the test participation rates were all very good. The District’s average “Ready for Instruction Today” (RIT) score for grades 3-5 was 170-200 and grades 6-8 was 200-220. The 2011 norms for grades 3-5 are 190-220 and grades 6-8 are 210-230. The difference in the results from LHCS and the 2011 norms could be attributed to: 1) the norms being outdated and not aligned with Common Core Standards, 2) lower scores due to learning a new testing system, and/or 3) students being tested early in the year. Sheryl reviewed the sample report from the Northwest Education Association (NWEA) to explain a variety of testing terminology such as “mean,” “median” and “standard deviation.”</p> <p>Sheryl also reviewed school and district average baseline scores. Steady progression from grade to grade in math, reading and language usage was apparent. With this baseline data, teachers will be able to share the lexile range, test duration and relative strengths and weaknesses in each goal performance area during October parent-teacher conferences. RIT scores will not be shared with parents until two data points, indicating growth or lack thereof, are available after January.</p>
<b>Second Call to Order Regular Meeting</b>	Board President, Sandi Baltes, called the Regular Meeting of the Board of Education to order at 7:00 p.m.
<b>Pledge of Allegiance to the Flag</b>	Board President, Sandi Baltes, asked Susie Kurth, to lead the pledge of allegiance to the flag.
<b>Report from Closed Session</b>	Board President, Sandi Baltes, reported that during closed session Trustees signed to extend the Superintendent’s satisfactory evaluation.
<b>Adoption of the Agenda</b>	On a motion made by John A. Dobson, and a second to the motion by Sharon H. Brown, Trustees moved to adopt an addendum to the agenda under General Matters. Board President, Sandi Baltes is recommending the addition of item #12f, Trustees unanimously approved to adopt the agenda as amended.
<b>Minutes of the Regular Board Meeting of: September 11, 2014</b>	On a motion made by Elizabeth Steves, and a second to the motion by John A. Dobson, Trustees unanimously approved the minutes of the Regular Meeting of September 11, 2014. <sup>1</sup>
<b>Correspondence</b>	None
Superintendent’s and Trustees’ Report	Superintendent, Susan Belenardo, reviewed the La Habra Journal’s monthly article. This month the District’s focus is based on “Healthy Children, Healthy Learners.” Dr. Belenardo shared information regarding the new Dual Immersion program and how impressive it is to see all of the bilingual conversations taking place in

	<p>the classrooms. It is a very positive learning environment. Another article was from Las Positas and their Dot Day which was inspired by the book, The Dot, by Peter Reynolds. The major focus was on supporting student health and wellness. The article discussed the two grants from Kaiser and St. Jude and the new Fit Kid Centers the District has in our k-2 classrooms. On page 4 of the Journal, there are some highlights of the performances at the new Historical Museums opening which was orchestrated by Trustee, Elizabeth Steves. She provided some the artwork from our students to display as well as allowing the Imperial Middle School Band to perform. Dr. Belenardo informed Trustees that the District will have the opportunity to receive input through a link on our website called "Let's Talk." This should be up and ready by the next Board meeting. There will be assigned team manager to handle each of the topics listed. More information will be provided in next month's journal.</p> <p>Director of Programs and Assessment, Sheryl Tecker, had her first Wellness team meeting today and had some great information to share with the Board. All of the community partners were at the meeting, as well as the school site representatives and they were all able to hear all of the great things that are going to happen this year for physical education. Sheryl shared a short video presentation on the new Fit Kid Centers program that will be rolling out to all of our schools. She provided a sample Fit Kid Center packets for Trustees to see what will be used at the schools. The resources that the District is receiving is phenomenal – Kaiser is providing \$100,000 grant and providing Fit Kits to all 3-5 classrooms and St. Jude will provide a \$31,000 grant to support the K-2 classrooms. Sheryl will be working closely with Physical Education teacher, Jessica Stout-Ryder to work on the Spark Curriculum and create lessons for our grade level teachers to use.</p>
<b>General Matters</b> <b>Action Item:</b> Consent Calendar	<p>On a motion made by Linda Navarro Edwards, and a second to the motion by John A. Dobson, Trustees unanimously approved:</p> <ul style="list-style-type: none"> <li>➤ Approval of Independent Contractor Agreements as attached to these minutes.<sup>2</sup></li> <li>➤ Approval of Staff Development for designated employees to attend conferences/workshops as attached to these minutes.<sup>3</sup></li> <li>➤ Approval of 2014-15 select memberships to County and State organizations as attached to these minutes.<sup>4</sup></li> <li>➤ Approval of Certificated and Classified resignations and ratification of new hires as attached to these minutes.<sup>5</sup></li> <li>➤ Approval of Personnel Change of Status as attached to these minutes.<sup>6</sup></li> <li>➤ Approval of the Expenditures Report as attached to these minutes.<sup>7</sup></li> </ul>
<b>Information Item:</b> Enrollment Report	<p>Superintendent, Susan Belenardo reported enrollment numbers as of September 24, 2014; we added 15, minus 5 that were reclassified from an SDC class to an RSP class. We are up about over 120 from when we started the year. The goal at K-3 is 29 with an average at each school site and we have shuffled around some students to maintain that balance. We keep moving forward and the numbers look good.</p>
<b>Action Item:</b> Election of Medical Benefits Carrier for Certificated and Management/Confidential Employees	<p>Superintendent, Susan Belenardo, explained that LHEA had requested that the District look at other options for insurance rates. Based on their request the District researched the options available and had the Self Insured Schools of California (SISC) provide information to all units on the rates they can offer. Dr. Belenardo confirmed that LHEA and Management/Confidential Employees have voted to go with SISC for the new year. The CSEA group has elected not to vote and will continue with MEBA. On a motion made by Sharon H. Brown, and a second to the motion by Elizabeth Steves, Trustees unanimously approved the contract with SISC as the provider of medical benefits for all Certificated and Management/Confidential Employees as attached to these minutes.<sup>8</sup></p>
<b>Action Item:</b> Bond Oversight Committee Appointments	<p>Superintendent, Susan Belenardo, informed Trustees that two of the Bond Oversight Committee members have resigned – one due to personal reasons and the other has moved out of the area. According to the bylaws of the Bond Oversight Committee, there are no procedures other than the Board can appoint. The District had two people come forward expressing interest in being part of the committee, Vincent Sinohui, CPA and long time resident and retired Fiscal Services Director of La Habra City School District, Eileen Okazaki. On a motion made by John A. Dobson, and a second to the motion by Sharon H. Brown, Trustees unanimously approved the appointments of Vincent Sinohui and Eileen Okazaki as members of the Bond Oversight Committee as attached to these minutes.<sup>9</sup></p>
<b>Information Item:</b> Personnel Commissioner Reappointment	<p>Superintendent, Susan Belenardo, explained that Board appointee Daren Nigsarian's term has been completed and he has chosen not to be re-elected for another term. The Board thanked Darren for his It will be on the Agenda for the Personnel Commission Meeting in November.</p>
<b>Action Item:</b> Third Amendment to	<p>Board President, Sandi Baltes, announced that Trustees have completed the Superintendent's evaluation in closed session and based on its satisfactory status, in accordance with the terms of the Superintendent's</p>

Extend Term of Superintendent's Employment Agreement	Contract, the Superintendent's employment agreement is extended for one additional year. On a motion made by Linda Navarro Edwards, and a second to the motion by Elizabeth Steves, Trustees have agreed to approve the Third Amendment to extend the Term of the Superintendent's employment agreement for one additional year to June 30, 2018 as attached to these minutes. <sup>10</sup>
<b>Instruction and Personnel Information Item:</b> 2013-14 Health Services Report	Susana Kurth, School Nurse presented Trustees with an overview of the health services department. Susie explained that the hot topics for 2013-14 were immunization requirements, emergency treatment of seizures, diabetes, and individual student health plans. She reviewed the immunization requirements for kindergarten and provided the up-to-date rates. Arbolita was at 99.2% with .08% for personal belief, El Cerrito was at 98.4% with 1.6% for personal belief, Ladera Palma was at 91.7% with 5% for personal belief, and Las Lomas was at 98.2% with 1.2% for personal belief. 7 <sup>th</sup> graders must be given a Tdap booster on or after the students 7 <sup>th</sup> birthday in order to meet the "No Shot No School" requirement. Imperial had a 98% rate with 2% for personal belief and Washington had a 99.7% rate, with 0.3% for personal belief. By the second week of school only two students in 7 <sup>th</sup> grade did not meet the Tdap requirement. Susie explained that effective January 1, 2014, Assembly Bill 2109 required that parents who elect to sign a personal belief waiver immunization exemption must have a conversation with a healthcare provider prior to signing the waiver. Under Senate Bill 161 an unlicensed staff member is able to administer Diastat. The staff member must volunteer to and attend a training that provides the specific guidelines in how to administer the Diastat. Once an employee is trained they have up to three days following the training to rescind their offer or must provide a two week written notice, if after that three day period. Students with complex health conditions and/or students who require modifications in the school environment due to ongoing health conditions must have an Individualized School Health Plan (ISHP) developed. Those students who require emergency care or interventions by school staff must have an Emergency Care Plan (ECP) in place. On August 12, 2013, the Supreme Court ruled that it is legal for a certificated school nurse to instruct a non-licensed staff member to give insulin. Currently the District does not have any unlicensed staff giving insulin.
<b>Information/Action Item:</b> Title I Supplemental Education Service Providers 2014-15	Assistant Superintendent, Teresa Egan, explained to Trustees that the District has notified the State approved Supplemental Education Service (SES) providers of the specific procedures and documentation required to be eligible to be included on the list from which parents can make their selection for LHCS. Of the 114 approved providers, 57 companies submitted their required documentation by the deadline. A list of those 57 companies has been provided for Trustees approval. After a motion made by Linda Navarro Edwards, and a second to the motion by John A. Dobson, Sharon H. Brown commented that this is an old remnant of NCLB, and it is a colossal cost to the District. She feels it is a waste of District money, and that phone calls should be made to CSBA and NSBA to get rid of this requirement. On a 4 to 1 vote Trustees approved the supplemental educational providers that have met the District's rigorous screening procedures, to provide supplemental tutoring to eligible students as part of the program Improvement status requirements. <sup>11</sup>
<b>Action Item:</b> Public Hearing: Core Reading Program/Instructional Materials/Textbooks	Board President, Sandi Baltes, formally opened the Public Hearing for any comments relating to a certification that each pupil in kindergarten-grade eight has been provided with standards-aligned textbooks and/or instructional materials for each major academic subject for the 2014-2015 school year. <ul style="list-style-type: none"> <li>Board Clerk, John A. Dobson, wanted to make sure that the District is not wasting money by purchasing these materials/textbooks that are "Common Core" but are not meeting the standards. Teresa explained that the materials/textbooks being purchased are meeting the standards and materials that support common core state standards.</li> </ul> Being there was no further public comment, the hearing was closed.
<b>Action Item:</b> CORE Reading program (Grades K-3) Textbooks/Instructional Materials Certification Resolution #9-2014	On a motion made by Sharon H. Brown, and a second to the motion by John A. Dobson, Trustees unanimously adopted Resolution #9-2014 certifying that each pupil in kindergarten – grade eight has been provided with standards-aligned textbooks and/or instructional materials for each major academic subject for the 2014-2015 school year as attached to these minutes. <sup>12</sup>
<b>Business Matters</b> <b>Action Item:</b> Approval of Change Order Request #1	On a motion made by John A. Dobson, and a second to the motion by Elizabeth Steves, Trustees unanimously approved a Change Order request for removal of additional asphalt at KidZone due to existing conditions by Terra Pave, Inc. as attached to these minutes. <sup>13</sup>
<b>Action Item:</b> Final Acceptance and Completion of Paving Projects for Project #B02-2014	On a motion made by John A. Dobson, and a second to the motion by Sharon H. Brown, Trustees unanimously approved the final completion of the Paving Projects, Project #B02-2014, at Imperial, Ladera Palma, and Las Positas Schools as being complete and authorize final payment of the retention funds to Terra Pave, Inc. as attached to these minutes. <sup>14</sup>

Public Comment	<p>Board President, Sandi Baltes, recognized those persons wishing to address the Board on public comment:</p> <ul style="list-style-type: none"> <li>• <b>Steven Contreras, parent</b> - Expressed his concern regarding homework and classwork portion of grades versus assessments.</li> </ul>
Other Business from the Board	<p>Board Vice-President, Sharon H. Brown, announced that Rosie's Garage will be having their annual fundraiser on October 4<sup>th</sup> at the Community Center from 5:30pm – 9:30pm. Rosie's garage is a non-profit organization that provides free tutoring to all of our students. The dinner will honor the great Mexican American pastime baseball with guest speaker Richard Santillan.</p> <p>Superintendent, Susan Belenardo, asked Trustees to consider selecting two Board Appointees for the Foundation, as well as setting a goal. She feels that setting a focus for the Foundation can benefit the District and who the Board appoints. A good example would be Mary Shultz, as she has the Arts background. Finding someone who can support what the District is doing and be able to enhance it is something the Board needs to consider. Trustees will bring ideas back to discuss at the next meeting.</p> <p>Board Member, Elizabeth Steves, expressed how grateful she was for the support La Habra City School District provided at the Art History exhibit. The next exhibit will be focused on the schools in La Habra. The museum is all that is left of the history in La Habra and it needs to be preserved.</p> <p>Board President, Sandi Baltes reminded everyone to attend Oktoberfest this weekend.</p>
Adjournment	<p>Board President, Sandi Baltes, announced that the next meeting will be held on October 23, 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 Linda Navarro Edwards, the meeting was adjourned at 8:20 p.m.</p>
Board Minutes Approved:	<p>October 23, 2014</p> <div style="text-align: right;">   Susan Belenardo, Ed.D.  Secretary to the Board </div>

<sup>1</sup> Approval of Minutes

<sup>2</sup> Independent Contractor Agreements

<sup>3</sup> Staff Development

<sup>4</sup> Membership renewals

<sup>5</sup> Certificated and Classified Resignations and New Hires

<sup>6</sup> Change of Status

<sup>7</sup> Expenditures Report

<sup>8</sup> Election of Medical Benefits Carrier

<sup>9</sup> Appointment of Bond Oversight Committee members

<sup>10</sup> Third Amendment to Superintendent's Agreement

<sup>11</sup> Supplemental Educational Service Providers

<sup>12</sup> Resolution #9-2014 / Textbooks/Instructional Materials

<sup>13</sup> Approval of Change Order #1

<sup>14</sup> Project B02-2014