


LA HABRA CITY SCHOOL DISTRICT
Minutes of the Regular Board of Education Meeting
500 N. Walnut St.
La Habra, CA 90631
December 11, 2014

Board Members	Board Members Present: John A. Dobson, President Elizabeth Steves, Clerk/Vice President Ofelia Hanson, Member Ida MacMurray, Member Cynthia Aguirre, Member
Administrators	Administrators Present: Susan Belenardo, Superintendent Teresa Egan, Assistant Superintendent Karen Kinney, Chief Business Official
Work/Study Session	<p>At 5:05 p.m. Trustees met to review the Board Governance handbook. Superintendent, Susan Belenardo reviewed each section of the handbook and explained that future work/study sessions would be scheduled to review sections such as strategic goals and LCAP in greater detail. Dr. Belenardo also explained the responsibilities for the Committee Representation Assignments so that Trustees would better understand these assignments before being appointed to one.</p> <p>Yuri Calderon from Caldwell Flores Winters, Inc. provided an overview of the proposed bond refunding. He gave a summary of the bond issuance for Measure 'K' and Measure 'O'. He explained that current interest bonds and certain capital appreciation bonds can be refinanced after they have been outstanding 10 or more years. Refinancing bonds allows the District to avail the taxpayers of lower interest rates. The Board must approve the bond refinancing before the process can take place. Once approved by the Board, the process takes approximately 45 days and Caldwell Flores Inc. manages the refinancing process. Yuri explained the refinancing plan for the Series 2005 Bonds that are eligible to be refinanced on August 1, 2015, the rates range from 4.00% to 4.75%. Bonds sold today would bear an approximate interest rate of 1.92%, thereby generating substantial savings to the taxpayer. He also explained that the new bonds are priced in December 2014 and sold in May 2015. The proceeds are deposited into an escrow in an amount sufficient to pay all principal and interest due on August 1, 2015. On August 1, 2015, the proceeds in escrow are used to decrease or pay-off the outstanding 2015 bonds.</p>
Call to Order Regular Meeting	The formal call to order of the Board of Education Meeting of the La Habra City School District was called by Board Clerk, John A. Dobson, at 7:00 p.m.
Pledge of Allegiance to the Flag	Board Clerk, John A. Dobson, asked Sharon Brown to lead the pledge of allegiance to the flag.
Oath of Office	Board Member, Elizabeth Steves, administered the oath of office to newly elected Board Members, Ofelia Hanson, Ida MacMurray, and Cynthia Aguirre.
Annual Organizational Meeting: Election of Board Officers	<p>Board Clerk, John A. Dobson, called for nominations for President for the ensuing year. John A. Dobson was nominated to be Board President for the period December 2014 through November 2015 by Elizabeth Steves and a second to the motion was made by Cynthia Aguirre. There being no further nominations, the nominations for President were closed. Trustees unanimously approved John A. Dobson as President of the Board of Education for LHCSd for 2015.</p> <p>Board President, John A. Dobson, called for nominations for Clerk/Vice President of the Board. John A. Dobson nominated Elizabeth Steves as Clerk/Vice President of the Board for 2015; Ofelia Hanson made a second to the motion, which was unanimously approved by Trustees.</p>
Appointment of Board Secretary	Board President, John A. Dobson, appointed Dr. Susan Belenardo as the Board Secretary.

Committee Appointments: 2015	<p>Board President, John A. Dobson, made the following Board position/committee appointments for 2015:</p> <table> <tr> <td>Certificated Rep.</td><td>– Elizabeth Steves/John A. Dobson</td></tr> <tr> <td>Classified Rep.</td><td>– Ida MacMurray/Cynthia Aguirre</td></tr> <tr> <td>Community Outreach Rep.</td><td>- Ida MacMurray/Elizabeth Steves</td></tr> <tr> <td>Political Action Representative</td><td>- Ofelia Hanson/John A. Dobson</td></tr> <tr> <td>Nominating Representative</td><td>- Ofelia Hanson/Cynthia Aguirre</td></tr> </table>	Certificated Rep.	– Elizabeth Steves/John A. Dobson	Classified Rep.	– Ida MacMurray/Cynthia Aguirre	Community Outreach Rep.	- Ida MacMurray/Elizabeth Steves	Political Action Representative	- Ofelia Hanson/John A. Dobson	Nominating Representative	- Ofelia Hanson/Cynthia Aguirre
Certificated Rep.	– Elizabeth Steves/John A. Dobson										
Classified Rep.	– Ida MacMurray/Cynthia Aguirre										
Community Outreach Rep.	- Ida MacMurray/Elizabeth Steves										
Political Action Representative	- Ofelia Hanson/John A. Dobson										
Nominating Representative	- Ofelia Hanson/Cynthia Aguirre										
Action Item: Proposed 2015 Board Meeting Calendar	On a motion made by Ofelia Hanson, and a second to the motion by Ida MacMurray, Trustees unanimously approved the proposed 2015 Board Meeting Calendar as attached to these minutes. ¹										
Action Item: Adoption of the Agenda	On a motion made by Ida MacMurray, and a second to the motion by Elizabeth Steves, Trustees unanimously adopted the agenda for December 11, 2014.										
Minutes of the Regular Board Meeting of: November 13, 2014	The minutes of the Regular Meeting of November 13, 2014 were unanimously approved by Trustees on a motion made by Elizabeth Steves, and a second to the motion made by Ida MacMurray. ²										
Correspondence	None										
Superintendent's and Trustees' Report	<p>Superintendent, Susan Belenardo introduced Ms. Seighman, Principal from Imperial Middle School, along with Teacher, Mrs. Carter and Mr. Mel Schoenberger from Artists of America. Ms. Seighman explained that the students from Imperial Middle School are part of the Cartoon Club, after-school program. Mrs. Carter is the teacher for the program and she and the students work alongside Mr. Schoenberger. This is the third year that this program has been able to collaborate with Artists of America. Mrs. Carter explained how the program focuses on right-brain training. Everyone can learn art skills, by using their own observations, but many people are afraid that they cannot draw. The program gets the students into the stage of realism, so that they are able to develop the skills necessary to have the confidence to draw. She explained how it is an outlet for visual expression and a development of their skills. Ms. Carter provided an art lesson for Trustees and the audience to practice their drawing skills using lines to create a figure. Mr. Schoenberger provided a brief history of how Artists of America started. He explained how they are a non-profit organization that provides art classes for students free of charge. They exist on funding, grants, donations and art gifts. He explained that each semester the Cartoon Club has a theme and this semester it is "Who is your favorite hero? He feels strongly about how art enhances the students learning and that Imperial Middle school is one of the best middle schools in the area. Student's shared their reason as to why they enjoy being part of the Cartoon Club and how much they enjoy learning from Mr. Schoenberger. Imperial is fortunate to have this partnership with Artists of America and looks forward to their student showcase in April.</p> <p>Dr. Belenardo announced that Csilla Koppany's students from Imperial Middle School have been selected to participate in the Orange County CUE Conference for their development of cosmetics. The students in her science class have designed products such as perfumes, hair gels, perfumes, colognes, skin cream, etc. The students are working with acids and bases and understanding the chemistry. There will be a showcase at Imperial in January where Trustees can come see and try some of these products the students have developed.</p> <p>Board Clerk/Vice-President, Elizabeth Steves, thanked Arbolita School for their winter wonderland of critical thinking and problem solving board room display. Pictures of Olaf celebrating with students are displayed showing Cognitively Guided instruction. Co-op strip paragraphs and close reading samples from the "Three Billy Goats Gruff" as well as pictures from Arbolita's Learning Center showing students working on expanding their language expression as they bridge the gap between oral and written language. Also displayed are writing samples from our Dual Immersion students, critical thinking and opinion writing samples about snowmen and students sharing what they would do if it snowed in La Habra.</p>										

General Matters Action Item: Consent Calendar	<p>After a motion by Elizabeth Steves, and a second to the motion by Ofelia Hanson, a discussion was held regarding attachment #2b. Board Member, Ida MacMurray asked if the District will be receiving ADA for the students who will be coming from China. Dr. Belenardo explained that we will not receive ADA, but the District will receive compensation for hosting the students. There are about 40 foreign exchange students who will shadow our middle school students for one week and other students interested in attending our summer camp enrichment program. She explained that it is a great opportunity for our students to open boundaries to see different students from different cultures. Trustees unanimously approved the consent calendar:</p> <ul style="list-style-type: none"> • Approval of Independent Contractor Agreements 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 2014/2015 membership renewals as attached to these minutes.⁵ • Approval of extra pay requests per employees' contract provisions and Education Code requirements as attached to these minutes.⁶ • Ratification of Certificated and Classified new hires and resignations as attached to these minutes.⁷ • Approval of changes in select employees' status as attached to these minutes.⁸ • Approval of the Expenditures Reports as attached to these minutes.⁹
Information Item: Enrollment Report	<p>Superintendent, Susan Belenardo, explained to Trustees that an update on enrollment is reported once a month, showing grade level numbers as well as overall numbers and any changes from the last reported enrollment. Enrollment as of December 9, 2014 is down by 13 over the past two months. Many students have moved out of the area and a few out of state. Dr. Belenardo explained each page on the report to give new Trustees an idea of what to expect each month.</p>
Public Comment	<p>Public comment was moved after enrollment report as the speaker did not provide the card to the Secretary prior to the meeting. Board President, John A. Dobson, accepted the late card and noted this is a one-time exception.</p> <ul style="list-style-type: none"> • Byron Wildy from Student Athlete Accountability Program (S.A.A.P) – Provides services that assist student athletes who are in danger of failing, so that they can continue to play sports.
Information Item: Administrative Regulations 1312.3 – Community Relations	<p>Superintendent, Susan Belenardo, explained that per the California School Board Association's recommendation, an update to AR 1312.3 – Community Relations had to be made in order to be compliant with Local Control Accountability Plan (LCAP).</p>
Business Matters Action Item: 2015 General Obligation Refunding Bonds	<p>After a motion made by Elizabeth Steves, and a second to the motion by Ida MacMurray, Yuri Calderon of Caldwell Flores Winters, Inc. informed Trustees that by approving the refunding of the General Obligation Bonds, taxpayers would save about 5%. This is solely for the purpose of saving money for the taxpayers and will not affect the District in any way. Yuri provided a detailed overview of the proposal to refund the bonds earlier in the work/study session. Trustees unanimously approved Resolution #11-2014 authorizing the Issuance and Sale of the La Habra City School District's 2015 General Obligation Refunding Bonds in an Aggregate Principal Amount Not to exceed \$6,500,000, as attached to these minutes.¹⁰</p>
Action Item: Developer Fee Report	<p>After a motion by Ofelia Hanson, and a second to the motion by Elizabeth Steves; Chief Business Official, Karen Kinney, reviewed the 2013-14 Annual Capital Facilities Fund Report for the La Habra City School District which focuses on the amount of developer fees collected and expended throughout the fiscal year. Trustees unanimously approved the 2013-2014 Annual Capital Facilities Fund Report as attached to these minutes.¹¹</p>
Action Item: Approval of CMAS No. 3-12-70-2070F	<p>After a motion made by Elizabeth Steves, and a second to the motion by Ida MacMurray; Superintendent, Susan Belenardo explained that the CMAS contract is a way of doing business to negotiate the best price without having to go out to bid. This process of approving the CMAS contracts individually is new, as in the past we were able to do one approval for all CMAS contracts. She explained that the County now requires that we take each Contract individually. Trustees unanimously approved the use of California Multiple Award Schedule (CMAS) 3-12-70-2070F for Digital Networks Group, Inc. for the purchase of information technology goods and services for the term of the awarded contract through October 31, 2017 as attached to these minutes.¹²</p>
Action Item: Approval of CMAS No. 4-14-58-0074A	<p>On a motion made by Elizabeth Steves, and a second to the motion by Ida MacMurray, Trustees unanimously approved the use of California Multiple Award Schedule (CMAS) 3-12-70-2070F for Digital Networks Group, Inc. for the purchase of information technology goods and services for the term of the awarded contract through October 31, 2017 as attached to these minutes.¹³</p>

Action Item: Approval of CMAS No. 4-01-56-0006A	On a motion made by Ofelia Hanson, and a second to the motion by Elizabeth Steves, Trustees unanimously approved the use of California Multiple Award Schedule (CMAS) 4-01-56-0006A for The Garland Company for the purchase of roofing materials for the term of the awarded contract through April 30, 2015 as attached to these minutes. ¹⁴
Action Item: Approval of CMAS No. 4-14-72-0057A	On a motion made by Ofelia Hanson, and a second to the motion by Ida MacMurray, Trustees unanimously approved the use of California Multiple Award Schedule (CMAS) 4-14-72-0057A for KYA Services, LLC for the purchase of roofing materials for the term of the awarded contract through December 31, 2017 as attached to these minutes. ¹⁵
Action Item: Approval of CMAS No. 3-11-70-2492E	On a motion made by Ofelia Hanson, and a second to the motion by Ida MacMurray, Trustees unanimously approved the use of California Multiple Award Schedule (CMAS) 3-11-70-2492E for KYA Services, LLC for the purchase of roofing materials for the term of the awarded contract through December 31, 2017 as attached to these minutes. ¹⁶
Action Item: Approval of CMAS No. 3-07-70-2382A	On a motion made by Elizabeth Steves, and a second to the motion by Ida MacMurray, Trustees unanimously approved the use of California Multiple Award Schedule (CMAS) 3-07-70-2382A for Extron Electronics for the purchase of information technology goods and services for the term of the awarded contract through September 30, 2017 as attached to these minutes. ¹⁷
Action Item: Surplus Vehicle and Equipment	On a motion made by Elizabeth Steves, and a second to the motion by Ofelia Hanson, Trustees unanimously declared surplus vehicles and equipment as obsolete, unserviceable, beyond economic repair or otherwise no longer suitable for District use per Education Codes 17545 and 17546 as attached to these minutes. ¹⁸
Other Business from the Board	<p>Board Clerk/Vice President, Elizabeth Steves announced the following:</p> <ul style="list-style-type: none"> The La Habra Lions Club will be kicking off their annual eyeglass campaign and the La Habra City School District will be participating with that. On February 21st, the La Habra Lions Club will be participating with the School Readiness Literacy Fair. <p>Board President, John A. Dobson, congratulated the newly elected Board Members and welcomed them to the Board.</p>
Adjournment	Board President, John A. Dobson, announced that the next meeting will be held on January 22, 2015 at the District Office Board Room at 7:00 p.m. There will also be a Work/Study on January 9th at 6:00 to review the LCAP. Being no further business meeting items before the Board, on a motion made by Elizabeth Steves, and a second to the motion by Ida MacMurray, the meeting was adjourned at 8:13 p.m.
Board Minutes Approved:	<p>January 22, 2015</p> <div style="text-align: right;">  Susan Belenardo, Ed.D. Secretary to the Board </div>

¹ 2015 Board Meeting Calendar

² Approval of Minutes

³ Independent Contractor Agreements

⁴ Staff Development

⁵ Membership Renewals

⁶ Extra Pay Requests

⁷ New Hires and Resignations

⁸ Change of Status

⁹ Expenditures Report

¹⁰ 2015 General Obligation Bonds

-
- ¹¹ Developer Fee Report
 - ¹² CMAS 3-12-70-2070F
 - ¹³ CMAS 4-14-58-0074A
 - ¹⁴ CMAS 4-01-56-0006A
 - ¹⁵ CMAS 4-14-72-0057A
 - ¹⁶ CMAS 3-11-70-2492E
 - ¹⁷ CMAS 3-07-70-2382A
 - ¹⁸ Surplus Vehicles and Equipment