

HUNTINGTON BEACH UNION HIGH SCHOOL DISTRICT

**MINUTES OF ANNUAL ORGANIZATIONAL BOARD MEETING  
December 9, 2014**

BOARD MEMBERS PRESENT:	Bonnie Castrey Dr. Duane Dishno Susan Henry Kathleen Iverson Dr. Michael Simons
BOARD MEMBERS ABSENT:	None
ADMINISTRATIVE PERSONNEL PRESENT:	Dr. Gregory Plutko, Superintendent Carrie Delgado, Assistant Superintendent, Business Services Dr. Carolee Ogata, Assistant Superintendent, Human Resources Owen Crosby, Assistant Superintendent, Educational Services Carole Thomas, Executive Assistant
ADMINISTRATIVE PERSONNEL ABSENT:	None
PLACE AND DATE OF MEETING:	District Office December 9, 2014
CALL TO ORDER:	The Board President, Mrs. Iverson, called the meeting to order at 6:34 p.m.
CLOSED SESSION: (I-A)	The Board recessed to Closed Session at 6:35 p.m. to consider Negotiations – Conference with Labor Negotiators concerning DEA, CSEA, HBPSA and non-represented contracts – Government Code section 54957.6; Public Employee Appointment/Assignment/Reassignment/ Discipline/ Dismissal/Release – Government Code section 54957 and Education Code sections 44896 and 44951, and Pending Litigation – Pending Civil Suit - Government Code sections 54956.9 and 54957. Present were Dr. Gregory Plutko, Dr. Carolee Ogata, Ms Carrie Delgado and Mr. Owen Crosby.

- RECONVENED:** The meeting was reconvened at 7:19 p.m. President Iverson announced that no action was taken in Closed Session. The meeting recessed to a reception.
- RECEPTION: (I-B)** A reception was held to offer congratulations to re-elected trustees.
- CALL BACK TO ORDER:** The meeting was called back to order by Mrs. Iverson at 7:45 p.m.
- PLEDGE OF ALLEGIANCE: (II)** The Pledge of Allegiance was led by Student Representative to the Board, Blake Diamond.
- OATH OF OFFICE – NEWLY ELECTED TRUSTEES: (III-A)** Dr. Plutko administered the Oath of Office to Ms Bonnie Castrey, Dr. Duane Dishno and Mrs. Kathleen Iverson as trustees. Each was seated for the 2014-2018 term. Trustees expressed thanks and appreciation.
- ORGANIZATION OF BOARD: (III-B)**
- Dr. Simons nominated Mrs. Henry for President. The Board voted 5-0 for Mrs. Henry. No seconds were required.
- Dr. Simons nominated Dr. Dishno for Vice President. The Board voted 5-0 for Dr. Dishno. No seconds were required.
- Mrs. Iverson nominated Dr. Simons for Clerk. The Board voted 5-0 for Dr. Simons. No seconds were required.
- Mrs. Iverson nominated Ms Castrey for Alternate Clerk. The Board voted 5-0 for Ms Castrey. No seconds were required.
- Mrs. Henry took the gavel, thanked Mrs. Iverson, and presented her with an engraved clock in a wooden case on behalf of the Board.
- Dr. Simons will serve on the nominating committee for election of County Committee on School District Organization.
- All Board members will serve as Political Action Representatives for the Orange County School Boards Association.
- Dr. Dishno will serve as representative on the Adult/Alternative Education Community Advisory Committee. Mrs. Iverson will serve as alternate.

ORGANIZATION OF BOARD (continued): (III-B)

It was moved by Dr. Simons, seconded by Dr. Dishno, to appoint Mrs. Henry as representative to serve on the Coastline Regional Occupational Program (CROP) Board. Ms Castrey will serve as alternate. Meetings at CROP Board Room - dates and times to be determined.

Motion carried 4-0.  
Ms Castrey abstained.

Dr. Dishno will serve on the District English Learners Advisory Committee (DELAC). Mrs. Iverson will serve as alternate. Times, dates and locations to be determined.

Dr. Simons and Ms Castrey will serve as representatives on the district Strategic Planning Committee. Mrs. Henry will serve as alternate. Past practice has been to keep the same members on for the term of the plan.

Mrs. Henry and Dr. Dishno will serve on the district Relationships by Objectives (RBO) Committee. Meetings on fourth Tuesday of the month at 3:30 p.m. in the Board Room.

Dr. Simons and Ms Castrey will serve on the district Team Building Through Communication (TBC) Steering Committee.

Mrs. Henry and Dr. Simons will serve on the Citizens Oversight Committee (COC).

Mrs. Henry and Mrs. Iverson will serve on the Booster Task Force.

A schedule of regular and study session Board meetings to be held at the District Office beginning at 7:30 p.m. on the listed Tuesday evenings was adopted.

A rotation schedule for Board president/member meetings with the Superintendent to review the Board agenda will take place at 4 p.m. on the Thursday preceding the Board meetings.

Motion unanimously carried.

APPROVAL OF MINUTES: (III-C)

It was moved by Mrs. Iverson, seconded by Dr. Dishno, to approve the minutes of the regular meeting held November 18, 2014.

Motion unanimously carried.

BOARD COMMITTEE REPORTS AND ACTIVITIES: (III-D)	Board members representing the district on various committees presented reports and discussed activities.
STUDENT BOARD REPRESENTATIVE REPORT: (III-E)	Blake Diamond, Student Representative to the Board from Huntington Beach High School, presented school reports.
SUPERINTENDENT'S REPORT: (III-F)	<p>Dr. Plutko stated that Mr. Owen Crosby would be presenting a report on the formation of the Local Control Accountability Plan (LCAP) Steering Committee, which has been recognized across the county for inclusion and collaboration. He expressed appreciation for both the county and district team. The district is also into the planning stages for Smarter Balanced testing in the spring.</p> <p>The Staff Survey has gone out and the Hanover Group is compiling the data. Staff will work on a presentation to the Board for the January or February meeting.</p> <p>Dr. Plutko indicated that many performing arts programs across the district are taking place and thanked teachers, classified and custodial staff for their help in making these programs a success.</p> <p>Dr. Plutko thanked everyone for their continuing work with Parent University, in particular Janie Hoy who was the point person.</p>
FIRST INTERIM FINANCIAL REPORT AND CERTIFICATION OF FINANCIAL STATUS: (III-G)	Carrie Delgado, Assistant Superintendent, Business Services, presented the First Interim Financial Report for the fiscal year 2014-15, stating that Board action is required to certify the financial condition of the district in accordance with the State adopted Criteria and Standards. She reported that based on current projections the district will be able to meet its financial obligations for the current and two subsequent fiscal years.
STAFF PRESENTATION – EDUCATIONAL SERVICES: (III-H)	Owen Crosby, Assistant Superintendent of Educational Services, provided an update on the progress of the Local Control Accountability Plan (LCAP) and spoke to the revision process that will begin this year.
PUBLIC COMMUNICATION TO THE BOARD: (III-I)	None.

- CONSENT CALENDAR:  
(IV) It was moved by Dr. Simons, seconded by Mrs. Iverson, to approve the Consent Calendar as presented.
- Motion carried unanimously.
- PURCHASE ORDERS:  
(IV-A) Purchase orders in the amount of \$208,306.96 were approved as presented.
- PERSONNEL REPORT:  
(IV-B) Approval was granted for the Certificated and Classified Personnel Report No. 7 as presented.
- PROFESSIONAL AND OFFICIAL BUSINESS ACTIVITIES:  
(IV-C) Approval was granted for the Professional and Official Business Activities as presented.
- FIELD TRIPS:  
(IV-D) Approval was granted for the Field Trips as presented.
- CONTRACTS AND CONSULTING AGREEMENTS:  
(IV-E) The Board determined that the listed individuals or contractors were specially trained, experienced, and competent to provide services and advice in the noted areas. Such services are not available free of charge from public agencies, and such services and advice are needed on a limited or occasional basis. Approval was granted for the consultants and/or contractors as presented.
- CONFIDENTIAL GENERAL RELEASE AND SETTLEMENT AGREEMENT – SPECIAL EDUCATION STUDENT CASE NO. Y17-14/15:  
(IV-F) Approval was granted for the confidential General Release and Settlement Agreement between the Huntington Beach Union High School District and a special education student and the parent. Under the terms and agreement, the district agrees to fund a residential treatment center (RTC) placement until December 18, 2014. Additionally, the district agrees to place the student in the Pathways program following his return to HBUHSD.
- PARENT REIMBURSEMENT FOR TRANSPORTATION OF A SPECIAL EDUCATION STUDENT – WOCCE NO. 3172:  
(IV-G) Approval was granted to reimburse the parent in an amount not to exceed \$2,002 for transportation of a special education student for the period April 1, 2014 to June 30, 2015.
- ADULT EDUCATION COURSES OF STUDY:  
(IV-H) Approval was granted to adopt the proposed courses and classes offered through Adult School for the 2014-2015 school year.

NEW BASIC  
TEXTBOOK  
ADOPTION –  
SECOND LIST: (IV-I)

Approval was granted to adopt the new basic textbooks (Second List) for the 2014-2015 school year. The 30-day review period has been completed according to district policy.

EDUCATION  
SPECIALIST CLEAR  
INDUCTION  
PROGRAM  
MEMORANDUM OF  
UNDERSTANDING:  
(IV-J)

Approval was granted for a Memorandum of Understanding 2014-2015 between the high school district and the Orange County Superintendent of Schools to participate in the Education Specialist Clear Induction Program. The purpose of this agreement is to provide quality professional development and support to participating schools' first semester and second semester teachers and their mentors.

INSURANCE AND  
LIABILITY CLAIMS:  
(IV-K)

Approval was granted to reject the following insurance and liability claims: HBHS10012014 and EHS08012013. Claim information is available in the Insurance Department.

PERCENT OF  
MAXIMUM  
AVERAGE DAILY  
ATTENDANCE (ADA)  
COMPARISON:  
(IV-L)

A report on ADA through October 17, 2014 was presented.

FIRST INTERIM  
FINANCIAL REPORT  
AND CERTIFICATION  
OF FINANCIAL STATUS:  
(V-A)

It was moved by Dr. Dishno, seconded by Mrs. Iverson, to approve the First Interim Financial report for the fiscal year 2014-15 as presented. It was also moved that the Board President certify, as required by AB 1366, that the district will be able to meet its financial obligations for the current fiscal year and subsequent two fiscal years.

Motion unanimously carried.

BOARD POLICY: (VI-A)

It was moved by Mrs. Iverson, seconded by Dr. Simons, to approve the following Board policy for first reading in the continued revision of existing policies and administrative regulations:

BP 2300 – Administration  
Conflict of Interest Code: Designated Personnel

*This policy was sent to the Board to reflect that the Board had adopted the State of California's Model Code via Resolution No. 47, dated November 18, 2014.*

Motion unanimously carried.

NEW BUSINESS: (VII) Dr. Dishno expressed concern at the low temperature of the Board Room.

Mrs. Iverson suggested that sites look earlier at providing information on College & Career nights and invite 8<sup>th</sup> grade parents to attend.

Mrs. Iverson further mentioned a “Poetry Slam” taking place in March at the Performing Arts Center. Signup is in February and she suggested that some of our APA programs might have literacy clubs who would be interested.

Mrs. Iverson commented on the first approval of the Board Policy on the Conflict of Interest Code indicating that she was pleased that it would reflect more transparency.

Dr. Plutko asked that Board members consider the February 24, 2015 date for a Study Session concerning finances related to the Certificates of Participation. Representatives from our advisory companies will be in attendance.

ANY OTHER PUBLIC COMMUNICATION TO THE BOARD: (VIII)

None.

ANNUAL MEETING OF THE BOARD OF TRUSTEES OF THE FINANCING CORPORATION:

This meeting was called to order at 9:23 p.m. and adjourned at 9:24 p.m. (See separate minutes.)

RECESS TO CLOSED SESSION:

The Board recessed to Closed Session at 9:24 p.m.

ADJOURNMENT:

The meeting was adjourned at 10:45 p.m. No action was taken in Closed Session.

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Clerk

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Secretary