

Subject to Board Approval
**MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD
OF THE HERMOSA BEACH CITY SCHOOL DISTRICT
Administrative and Education Center
Hermosa Valley School, Multipurpose Room
November 14, 2007**

- CALL TO ORDER: The open session was called to order by Mrs. McCurdy at 7:35p.m.
- MEMBERS PRESENT: Dr. Beck, Mr. Breen, Mrs. Claypoole, Mrs. McCurdy and Mr. Widman
- STAFF PRESENT: Dr. Sharon McClain, Superintendent; Mrs. Angela Jones, Business Manager; Mrs. Carol Caballero, Hermosa View Principal; Miss Sylvia Gluck, Hermosa Valley Principal; Mrs. Kathy Spurrell, teacher; and Ms. Michelle Meraz, Executive Assistant.
- PLEDGE OF ALLEGIANCE: Mr. Jon Reeves, architect from Dougherty & Dougherty Architects, LLP
- APPROVAL OF AGENDA: Board Action item S-21-07/08, Proposal – City of Hermosa Beach Valet Parking Program was moved for discussion to the beginning of the meeting after Superintendent’s Report.
- It was moved by Mr. Widman, seconded by Mrs. Claypoole, that the Board of Education of Hermosa Beach City School District approve the agenda as amended. All Board members were in favor. Motion carried.
- APPROVAL OF MINUTES: It was moved by Dr. Beck, seconded by Mr. Widman, that the Board of Education of Hermosa Beach City School District approve the minutes from the Regular School Board Meeting of October 10, 2007. All Board members were in favor. Motion carried.
- ANNOUNCEMENTS/BOARD REPORTS:
- Mrs. Caballero recognized Hermosa Valley & View alumni, Ian White for his promotion to Eagle Scout and the Eagle Scout project that he organized. The project was painting the lunch tables at Hermosa View School. Mrs. Caballero commended Ian on the wonderful service project and said how much the staff and students appreciate it.
- Dr. Beck reported that she attended the October 15th Parent–Teacher Organization (PTO) meeting. Upcoming fundraisers will be the Holiday Boutique at Hermosa View School on November 15, 2007; the Father & Daughter Dance on January 25, 2008 Hearts of Hermosa Annual Dinner, Dance & Auction on March 7, 2008; and the Mother & Son event in March 2008.
- Mr. Breen attended the Hermosa Beach Education Foundation (HBEF) meeting.
- COMMUNICATIONS: Audience Oral Communications:
Hermosa Valley School science teacher, Mrs. Spurrell presented a farewell card to Mrs. McCurdy on behalf of the Hermosa Beach Educators Association. (The November 14, 2007 school board meeting will be Mrs. McCurdy’s last meeting. Mrs. McCurdy will be retiring from the HBCSD school Board of Education.)
- Mr. Dave Karina, Department of State Architect inspector and the project inspector on the Hermosa Valley School new building, stated that it was a pleasure to work with the School Board, the Superintendent, Mrs. Jones, Dougherty & Dougherty Architects and PCM3, Inc. (the construction project manager) on the construction of the new building.

Written Communications:

Mrs. McCurdy acknowledged receipt of letters from parents Mr. Paul Herriott and Mr. and Mrs. Tim and Amy Van Duzen on student issues. Staff was directed to respond to these letters.

Board members were given an invitation to attend a California Teachers' Association dinner on December 3, 2007.

Superintendent's Report:

Dr. McClain reported on the following:

- Congratulations were given to incumbent Mrs. Lisa Claypoole and newly elected Mrs. Barbara Zondiros for having won the two school board seats on the November 6, 2007 election.
- Science Olympiad classes were under way.
- City of Hermosa Beach Proclamation to Mrs. McCurdy was read aloud. The City of Hermosa Beach officials thanked and commended Mrs. McCurdy for her sixteen years of service to the students of Hermosa Beach. Mrs. McCurdy was presented with a farewell gift from her fellow board members and administration.

BOARD ACTION:

Proposal – City of Hermosa Beach
Valet Parking Program

Hermosa Beach Police Officer J.R. Smith and Hermosa Valley School Principal, Miss Gluck gave detailed information on how the Valet Program would be implemented. They stated the program was being proposed to reduce traffic congestion during the morning drop-off at Hermosa Valley School. The program would begin in January and would be piloted until the end of the 2007-2008 school year. Volunteers that would take part in the Valet Program would be students from the Middle School Student Council, parent volunteers from the Hermosa Beach Neighborhood Watch and the Officers from Hermosa Beach Police Department. It was noted that students and parents will be encouraged to walk to school. The Board discussed different options to the program and asked questions about the program. Suggestions were made for making a positive impact on students and parents regarding the program. The suggestions included: incentive stickers or certificates to drivers and/or students, incentives or certificates to walkers, incentives for exiting vehicles in a certain amount of minutes, and alternating parking at Hermosa Beach Community Center parking lot.

It was moved by Mr. Widman, seconded by Mr. Breen, that the Board of Education of the Hermosa Beach City School District approve the City of Hermosa Beach Valet Parking Pilot Program for the 2007-2008 school year, which includes the City of Hermosa Beach changing and/or updating curbage and signage along the portion of sidewalk that sits between the two entrances to the main parking lot next to Valley Drive to read "Loading/Unloading only Monday 7:30a.m.-9:00 a.m". All board members were in favor. Motion carried.

REPORTS:

Hermosa Valley School New Construction
Project Update:

Mr. Amir Birjandi, Project Manager from PCM3 Construction Management, Inc.; Mr. Jon Reeves, architect from Dougherty & Dougherty, and Mr. Dave Karina, Inspector from the Department of State Architects were present to answer questions from the Board. Mr. Birjandi thanked everyone for the terrific grand opening celebration that took place prior to the school board meeting. Mr. Birjandi stated that PCM3 received a punch list from Dougherty & Dougherty Architects on October 29th. He said that many of the items will be addressed when the students are on Thanksgiving break, and not on campus. He stated that the close-out process was 97% complete. He also stated that the best case scenario on close-out was as early as December and the latest was in January 2008. The school district is waiting for a response from the Department of State Architects (DSA) on the following

items: the soffit of the library and the handrails for the retaining wall around the existing portable unit. Mrs. Jones stated that a change order may come to the Board if DSA requires changes to the library soffit and the handrails for the new retaining wall. The Board was informed that the library soffit is delaying the sign-off by the fire chief.

The Board thanked Mr. Birjandi, Mr. Reeves and Mr. Karina for their report.

Mr. Reeves expressed to the Board that he was thrilled to have been part of the Hermosa Valley School construction project, and was happy to work with the Board, and all the staff.

Annual Risk Management Report

Dr. McClain introduced Ms. Deborah Nobles, Alliance of Schools for Cooperative Insurance Programs (ASCIP) Risk Management Specialist, Risk Manager for the school district, to give her presentation to the Board. Ms. Nobles informed the Board that she appreciated working at the Hermosa Beach City School District, and thanked the Board for their support. Ms. Nobles gave an overview of the projects completed in the 2006-2007 school year, and the projects that she will work on in the 2007/2008 school year. These projects include: attending various in-service meetings on behalf of the school district, provide debriefing and incorporate changes affecting the school district from these meetings updating the Safety Plan, assist with Safety Committee meetings, conduct safety walks on all school property, review of district contracts and certificates of insurance, provide updated risk management information and advice, assist with workers' compensation claims. In 2007-2008, Ms. Nobles will add or continue the following projects: participate with the City of Hermosa Beach so that the school district can be incorporated into their Local Hazard Mitigation Plan, monthly site walks with school principals, updating district policies and procedures, update the Safety Plan to include National Incident Management System/Incident Command System language, staff CPR and First Aide training opportunities. Ms. Nobles informed the Board that the school district received an \$11,000 grant from ASCIP toward playground equipment, and that she will continue to seek funding opportunities for replacement of Hermosa View School playground equipment.

The Board and Dr. McClain thanked Ms. Nobles for her perspective of risk management, and for making our school district a safe environment.

Enrollment Report:

Dr. McClain reported that there has been an increase in the number of interdistrict permits, because several students who had been attending the school district had not been residents of the school district, so those families were asked to enter on an interdistrict permit. Dr. McClain also informed the Board that registration forms are being improved upon to try to ensure that students live in the school district.

CONSENT CALENDAR:

It was moved by Mr. Widman, seconded by Dr. Beck, that the Board of Education of the Hermosa Beach City School District approve the Consent Calendar items. All Board members were in favor. Motion carried.

Acceptance of Gifts

Approval was given to accept the gift of a Hewlett Packard Computer valued at \$400.00 donated by Mr. W. John Dzus, and staff was directed to send a letter of thanks.

Business:

Purchase Orders

Approval was given for purchase orders issued since the last Board approval in the amount of \$38,607.87.

Development Training Approval was given for the contract agreement with West Coast Center for Educational Excellence to provide Response to Instruction, a professional development training workshop to staff on March 26-28, 2008 at a cost not to exceed \$8,000.00.

Educational Consultant Agreement for
Special Education Services

Ratification was given for the educational consultant agreement with Valerie Real to provide functional analysis assessment and psycho-educational evaluations at a cost not to exceed \$2,700.00.

Nonpublic, Nonsectarian School
Agency Services

Approval was given for the Master Contracts with following agencies to provide non public, nonsectarian school agency services:

Master Contract	Services	Rate
Augmentative Communication Therapies	Designated Instruction – Related Services Augmentative Communication Therapy	125/hour
California Unified Service Providers	Behavior Intervention – Related Services Applied Behavior Analysis	55/hour
Center for Learning Unlimited	Designated Instruction – Related Services Basic Education/Special Ed. Instruction	185/day
Comprehensive Educational Svc DBA ACES Angels	Behavior Intervention – Related Services Behavioral Intervention Supervision	45/hour 125/hour
First Step for Kids, Inc.	Behavior Intervention – Related Services Applied Behavioral Analysis, Clinic Supervision	55/hour 55/hour
Lovaas Institute for Early Intervention	Behavior Intervention – Related Services Behavioral Intervention Supervision & Clinic Evaluations & IEP Meetings	52.50/hour 52.50/hour 52.50/hour
Pediatric Therapy Network	Designated Instruction – Related Services Occupational Therapy – On Site Occupational Therapy – Individual Occupational Therapy – Evaluation Physical Therapy - Individual	72/hour 80/hour 500/eval 80/hour
Physical Therapy – On Site	Physical Therapy - Evaluation	500/eval
Resources in Autism Education	Behavior Intervention – Related Services Behavioral Intervention -BII ABA Supervision and One to One	52.55/hour 52.55/hour
Susan Fosnot, Ph.D.	Designated Instruction – Related Services Language & Speech Therapy – Individual	175.00/hour
Sylvia Rotfleisch	Designated Instruction – Related Services Auditory Verbal Therapy	130/hour
Village Glen West	Designated Instruction – Related Services Basic Education/Special Ed. Instruction Transportation – Round Trip Educational Counseling – Individual Language& Speech Therapy – Individual Additional Instructional Assistant – Individual Occupational Therapy – Individual Occupational Therapy – Individual	139.42/day 48/day 85/hour 85/hour 21/hour 100/hour 62/ half hour

The terms of all the Master Contracts and Agreements are from July 1, 2007 through June 30, 2008.

Superintendent:

Proposal – Classification and Compensation Study

Dr. McClain informed the Board that a classification and compensation study for classified staff has never been commissioned for the school district. Dr. McClain explained that a classification and compensation study would review job descriptions, interviews would be held with employees and supervisors' input would be considered. Job duties are reviewed and salary schedules are compared with same jobs at other school districts. At the end of the study the consultants would give recommendations for changes in job descriptions and salary rates, if needed. Dr. McClain also informed the Board that if a job position was not earning the regular rate, then the pay scale would be recommended for an increase or decrease.

The Board asked if the Hermosa Beach Educators Association members had been notified of the possibility of the classification and compensation study. Dr. McClain said that she has spoken with the HBEA President, David Carver, regarding the study. There was not a positive or negative response to it. Further discussion was held on the implications of having the study performed and the HBEA members perceiving it negatively.

It was moved by Mr. Widman, seconded by Mrs. Claypoole, that Board of Education of the Hermosa Beach City School District table the proposal for a classification and compensation study to the December School Board meeting pending notification to the classified staff about the study. All Board members were in favor. Motion carried.

2008 California School Boards Association
Delegate Assembly Nominations

No nominations to the California School Boards Association Delegate Assembly were made.

Updated & Revised Board Policies/
Administrative Regulations in the 7000
Series Regarding Facilities

It was moved by Mr. Widman, seconded by Mr. Breen, that the Board of Education of the Hermosa Beach City School District approve the updates and revisions to the Board Policies and Administrative Regulations Series 7000 on Facilities with a change on Exhibit 7511 to reflect current dates. All Board members were in favor. Motion carried.

ROUNDTABLE:

Mrs. Jones requested the Board discuss the terms of the North School leases renewal dates at the next school board meeting. Mrs. Jones informed the Board that the auditor's contract has expired. She received only request for proposals from other auditing firms. Mrs. Jones recommends that a one year contract be approved with Vavrinek, Trine, Day & Co., LLP with a change in the senior partner managing our account. Mrs. Jones also explained that it would be beneficial to have the same firm continue to work with the school district while we close-out the Measure J funds.

CLOSED SESSION:

It was moved by Mr. Widman, seconded by Dr. Beck, that the Board of Education of the Hermosa Beach City School District convene the open session to closed session at 9:45 p.m. All Board members were in favor. Motion carried.

CALENDAR OF MEETINGS/ EVENTS:

*Hermosa Beach City School District
Minutes from November 14, 2007 Regular School Board Meeting*

The following is a schedule of meetings/events for the Hermosa Beach City School District:

11/14	Grand Opening Celebration 4:00pm
11/14	School Board Meeting, Valley MPR 7:30pm
11/15	Holiday Boutique, View MPR
11/19-11/23	Thanksgiving Holiday Break, No School
11/26	PTO Meeting, Valley MPR 3:15pm
12/03	School Site Council; Valley Library 3:15pm
12/05	8 th grade Astro Camp Parent/Student Meeting, Valley MPR 7:00pm
12/07	Middle School Dance, Valley 6:30pm
12/12	School Board Meeting, Valley MPR 7:30pm
12/17	Valley Choir Performance at Rotary Club, 12:00pm
12/18	View Holiday Program, 9:00am
12/19	Valley Choir Performance at Kiwanis Club, 12:00pm
12/20	Valley Choir Performance at HB Playhouse, 7:00pm
12/21	Valley Holiday Program, 8:30am
12/21	Minimum Day, Winter Break begins
12/24-01/04	Winter Break, No School
01/07	School Site Council, 3:15pm
01/08	HBEF Meeting, Valley MPR 7:30pm
01/09	School Board Meeting, Valley MPR 7:30pm
01/21	Martin Luther King, Jr. Holiday, no classes
01/23	7 th Grade Catalina Parent/Student Meeting, Valley MPR 7:00pm
01/25	Father & Daughter Dance, Valley MPR
01/28	PTO Meeting, Valley MPR 3:15pm
01/30	Pioneer Living 3 rd & 4 th Grades

President

Clerk