



**HUNTINGTON BEACH UNION HIGH SCHOOL  
DISTRICT**

**REGULAR BOARD MEETING  
September 12, 2013**

**6:45 p.m.**

District Office  
5832 Bolsa Avenue, Huntington Beach, California  
92649

**AGENDA**

CLOSED SESSION:  
(I)

1. Public Employee  
Appointment/Assignment/  
Reassignment/ Discipline/  
Dismissal/Release -  
Government Code section  
54957 and Education Code  
sections 44896 and 44951  
Present will be Dr. Greg  
Plutko, Dr. Don Austin,  
Dr. Carolee Ogata and Ms  
Carrie Delgado
2. Public Employee  
Evaluation: Superintendent -  
Government Code section  
54957

**7:30 p.m.**

PLEDGE OF  
ALLEGIANCE: (II)

PRELIMINARY  
FUNCTIONS: (III)

RESOLUTION  
HONORING BETTY  
DABNEY: (III-A)

Superintendent's Comments:  
Approval is recommended to  
adopt a resolution honoring Mrs.  
Betty Dabney on her retirement  
from the Personnel Commission.  
(REFERENCE III-A)

(Action)

BOARD  
RECOGNITION: (III-  
B)

Superintendent's Comments: A  
presentation will be made to  
Mrs. Dabney prior to recessing  
to a reception in her honor.

(Information)

THE  
PROCEEDINGS  
OF THIS  
MEETING ARE  
BEING  
RECORDED  
*Please turn off  
all cell phones  
as they impact  
the recording*

III. Preliminary  
Functions (continued)

APPROVAL OF  
MINUTES: (III-C)

Superintendent's Comments:  
Regular Board meeting held  
August 13, 2013. (REFERENCE  
III-C)

(Action)

BOARD COMMITTEE  
REPORTS AND  
ACTIVITIES: (III-D)

Superintendent's Comments:  
Board members representing  
the district on various  
committees will present reports  
and discuss activities.

(Information)

SUPERINTENDENT'S  
REPORT: (III-E)

Superintendent's Comments:  
Dr. Greg Plutko,  
Superintendent, will present a  
report and discuss district  
activities.

(Information)

STUDENT BOARD  
REPRESENTATIVE  
REPORTS: (III-F)

Superintendent's Comments:  
Jasmine Ruiz, newly appointed  
Student Representative to the  
Board from Marina High School,  
will be introduced by Dr. Don  
Austin. Student representatives  
from each school site will also be  
introduced and will present  
reports on their campus  
activities.

(Information)

STAFF  
PRESENTATION -

Superintendent's Comments:  
Owen Crosby, Principal of

WHS: (III-G)

Westminster High School, will give a presentation on the use of Senior Exit Interviews to help prepare students for college, career and beyond.

(Information)

STAFF  
PRESENTATION -  
EDUCATIONAL  
SERVICES: (III-H)

Superintendent's Comments:  
Dr. Don Austin, Assistant Superintendent of Educational Services will update the Board on two items: Student Achievement and Common Core State Standards funding.

(Information)

III. Preliminary  
Functions (continued)  
PUBLIC  
COMMUNICATION  
TO THE BOARD: (III-  
I)

Anyone desiring to address the Board should have filled out the yellow card provided at the entrance to the Board Room and submitted it to the Board Secretary. If your topic relates to a particular agenda item, you have the option of requesting to be called upon to make your remarks at the time the item is discussed by the Board. FIVE

MINUTES will be allotted to each person at the time he or she speaks to the agenda item.

If more than three people request to speak to any one side of an issue, the time limit for each speaker will become THREE MINUTES. IT IS REQUESTED THAT QUESTIONS OR REMARKS BE ADDRESSED TO THE CHAIR FROM THE PODIUM.

CONSENT  
CALENDAR: (IV)

PURCHASE  
ORDERS: (IV-A)

Superintendent's Comments:  
Approval is recommended for purchase orders as presented: (REFERENCE IV-A)

	General & All	
Others		\$3,992,116.06
	Food	
Services		\$1,552,500.00
	Revisions	<u>\$231,237.94</u>
Total		\$5,775,854.00

PERSONNEL  
REPORT: (IV-  
B)

Superintendent's Comments:  
Approval is recommended for the Certificated and Classified Personnel Report No. 4 as presented. (REFERENCE IV-B)

PROFESSIONAL  
AND OFFICIAL

Superintendent's Comments:  
Approval is recommended for

BUSINESS  
ACTIVITIES: (IV-  
C) the Professional and Official  
Business activities as presented.  
(REFERENCE IV-C)

FIELD TRIPS:  
(IV-D) Superintendent's Comments:  
Approval is recommended for  
the Field Trips as presented.  
(REFERENCE IV-D)

CONTRACTS AND  
CONSULTING  
AGREEMENTS:  
(IV-E) Superintendent's Comments:  
The Board determines that the  
listed individuals or contractors  
are 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 is recommended for  
the consultants and/or  
contractors as presented.  
(REFERENCE IV-E)

#### IV. Consent Calendar (continued)

NON-PUBLIC  
SCHOOL/AGENCY  
CONTRACTS/  
ADDENDA -  
WOCCSE: (IV-F) Superintendent's Comments:  
Approval is recommended to  
enter into the non-public school/  
agency contracts/addenda as  
presented, and the West Orange  
County Consortium for Special  
Education is authorized to

receive invoices and process payment. (REFERENCE IV-F)

PART C RESPITE  
COSTS  
REIMBURSEMENT  
- WOCCSE - NO.  
2603: (IV-G)

Superintendent's Comments:  
Approval is recommended for the Huntington Beach Union High School District (HBUHSD) to reimburse designated parents for infant respite care in an amount not to exceed \$1,674 for the period July 9, 2013 to January 29, 2016. Respite care is determined to be an appropriate service under Part C criteria of the infant's Individual Family Service Plan (IFSP).

PART C RESPITE  
COSTS  
REIMBURSEMENT  
- WOCCSE - NO.  
2604: (IV-H)

Superintendent's Comments:  
Approval is recommended for the Huntington Beach Union High School District (HBUHSD) to reimburse designated parents for infant respite care in an amount not to exceed \$1,296 for the period July 12, 2013 to July 12, 2015. Respite care is determined to be an appropriate service under Part C criteria of the infant's Individual Family Service Plan (IFSP).

GRANT  
APPLICATION -  
FRANK M. &  
GERTRUDE R.  
DOYLE  
FOUNDATION -

Superintendent's Comments:  
Approval is recommended for Edison High School to submit an application to the Frank M. & Gertrude R. Doyle Foundation for the Energy and

EHS: (IV-I) Environmental Sustainability Program through STEM grant in the amount of \$330,000. No matching funds are required. Authorization to expend funds upon receipt is requested. (REFERENCE IV-I)

GRANT APPLICATION – FUNDING FOR THE TARGET FIELD TRIP - OVHS: (IV-J) Superintendent’s Comments: Approval is recommended for Ocean View High School to submit an application to the Target Field Trip grant program in the amount of \$700. The proposed field trip will allow our Special Education students to visit the Griffith Observatory in Los Angeles. No matching funds are required. Authorization to expend funds upon receipt is requested. (REFERENCE IV-J)

GRANT APPLICATION – FUNDING FOR THE FEDCO GRANT - OVHS: (IV-K) Superintendent’s Comments: Approval is recommended for Ocean View High School to submit an application to the FEDCO Grant program in the amount of \$500. The proposed grant will fund a field trip that will allow our Special Education students to visit the La Brea Tar Pits in Los Angeles. No matching funds are required. Authorization to expend funds upon receipt is requested. (REFERENCE IV-K)



IV. Consent Calendar  
(continued)

ACCEPTANCE OF  
GRANT FUNDING  
-WORKFORCE  
INVESTMENT ACT  
(WIA) - ADULT  
SCHOOL: (IV-L)

Superintendent's Comments:  
Approval is recommended to accept the grant funding of \$1,022,885 from the California State Department of Education for the Workforce Investment Act (WIA), Title II, Adult Education and Family Literacy Act for the 2013-2014 fiscal year. This funding will be used to continue the Adult Basic Education, Adult Secondary Education, English as- a Second Language and EL Civics programs, as well as courses for adult learners wishing to obtain a General Educational Development (GED) certificate. Authorization to expend funds upon receipt is requested.

ACCEPTANCE OF  
FUNDS - INDIAN  
EDUCATION  
GRANT: (IV-M)

Superintendent's Comments:  
Approval is recommended to accept funds from the U.S. Department of Education for Indian Education grant funding in the amount of \$237,437 for the 2013-2014 school year. No matching funds are required. Authorization to expend funds upon receipt is requested.

NEW BASIC TEXTBOOK ADOPTION – FIRST LIST: (IV-N)	<u>Superintendent’s Comments:</u> Approval is recommended to commence the adoption of the new basic textbooks (First List) for the 2013-2014 school year according to district policy. (REFERENCE IV-N)
ADULT EDUCATION COURSES OF STUDY: (IV-O)	<u>Superintendent’s Comments:</u> Approval is recommended to adopt the proposed courses and classes offered through Adult School for the 2013-2014 school year. (REFERENCE IV-O)
REIMBURSEMENT FOR PUBLIC SCHOOL CHOICE: (IV-P)	<u>Superintendent's Comments:</u> Approval is recommended for the Huntington Beach Union High School District to provide transportation reimbursement to the parents of students who qualify for public school choice. This allows the students to attend another school under Title I, Part A of the <i>Elementary and Secondary Education Act of 1965 (ESEA)</i> , as amended by the <i>No Child Left Behind Act of 2001 (NCLB)</i> for school improvement. (REFERENCE IV-P)
JULY 2013 DISBURSEMENTS: (IV-Q)	<u>Superintendent’s Comments:</u> A recap of the payments processed during the month of July 2013 is presented. (REFERENCE IV-Q)
SURPLUS OF DISTRICT PROPERTY: (IV-R)	<u>Superintendent’s Comments:</u> Approval is recommended to dispose of the listed surplus/

obsolete district vehicles and equipment by public auction through Inter Schola, San Francisco. (REFERENCE IV-R)

IV. Consent Calendar  
(continued)

RESOLUTION -  
TEMPORARY  
INTERFUND  
TRANSFERS: (IV-  
S)

Superintendent's Comments:  
Approval is recommended to adopt a resolution for temporary cash borrowing between funds for the fiscal year 2013-14. (REFERENCE IV-S)

RESOLUTION -  
SIGNATURE  
AUTHORIZATION  
- WORKERS'  
COMPENSATION  
LIABILITY  
ACCOUNT -  
WELLS FARGO  
BANK: (IV-T)

Superintendent's Comments:  
Approval is recommended to adopt a resolution updating authorizations for signatures for the Custodian of the Workers' Compensation Account. Staff changes have made this update necessary. (REFERENCE IV-T)

RESOLUTION -  
SIGNATURE  
AUTHORIZATION  
- PROPERTY AND  
LIABILITY  
ACCOUNT -  
WELLS FARGO  
BANK: (IV-U)

Superintendent's Comments:  
Approval is recommended to adopt a resolution updating authorizations for signatures for the Custodian of the Property and Liability Account. Staff changes have made this update necessary. (REFERENCE IV-U)

RESOLUTION -  
INCREASING NET

Superintendent's Comments:  
Approval is recommended to

2013-14  
BEGINNING  
FUND BALANCE,  
EXPENDITURES &  
RESERVES FOR  
FINAL  
UNAUDITED  
ACTUALS  
REPORTING: (IV-  
V)

adopt a resolution increasing  
2013-14 Beginning Fund  
Balance, Expenditures and  
Reserves by the net amount of  
\$3,294,086 for the fiscal year  
2013-14 as a result of final  
unaudited actual reporting.  
(REFERENCE IV-V)

GANN  
AMENDMENT  
APPROPRIATIONS  
LIMIT  
RESOLUTION: (IV-  
W)

Superintendent's Comments:  
Approval is recommended to  
adopt the resolution establishing  
the GANN Amendment  
Appropriations Limit for 2012-13  
and 2013-14.  
(REFERENCE IV-W)

(Action)

END OF CONSENT  
CALENDAR

BUSINESS: (V)

SCHOOL DISTRICT  
CERTIFICATION  
2012-2013  
UNAUDITED ACTUAL  
FINANCIAL REPORT:  
(V-A)

Superintendent's Comments:  
Approval is recommended for  
the 2012-13 Unaudited Actual  
Financial Report as presented,  
pursuant to Education Code  
section 42100. This school  
district elects to use the single

budget adoption cycle for the 2013-14 budget year, pursuant to Education Code section 42127(i). (REFERENCE V-A)

(Action)

CONTRACT -  
VOLUNTARY  
EMPLOYEES  
BENEFITS  
ASSOCIATION  
(VEBA): (V-B)

Superintendent's Comments:  
Approval is recommended to enter into a contract with Voluntary Employees Benefits Association (VEBA) to secure medical benefits for the following three plans: United Health Care HMO Signature Value Plan, United Health Care Choice Plus PPO Plan and Kaiser HMO Plan. The contract is for a period of fourteen months from November 1, 2013 through December 31, 2014.  
(REFERENCE V-B)

(Action)

PERSONNEL: (VI)

PROFESSIONAL  
GROWTH AWARDS:  
(VI-A)

Superintendent's Comments:  
Approval is recommended to award \$750 to classified employees who earned ten approved growth points in accordance with Article 12.11 of the CSEA contract.  
(REFERENCE VI-A)

(Action)

POLICY: (VII)

BOARD POLICY: (VII-A)

Superintendent's Comments:  
The following Board Policy is presented for second reading and deletion in the continued revision of existing policies and administrative regulations (Carrie Delgado):

BP 4133/4233/4333 - All Personnel Professional and Official Business  
(REFERENCE VII-A)

*BP 4133/4233/4333 is being replaced by BP 3350 - Business and Non-instructional Operations - Travel Expenses*

(Action)

VII. Policy  
(continued)

BOARD POLICY: (VII-B)

Superintendent's Comments:  
The following Board Policy is presented for second reading and adoption in the continued revision of existing policies and administrative regulations (Carrie Delgado):

BP 3350 - Business and Non-instructional Operations

Travel Expenses  
(REFERENCE VII-B)

*BP 3350 is replacing BP 4133/4233/  
4333 All Personnel -  
Professional and Official Business*

(Action)

BOARD POLICY: (VII-  
C)

Superintendent's Comments:  
The following Board Policy is  
presented for second reading  
and adoption in the continued  
revision of existing policies and  
administrative regulations  
(Carrie Delgado):

BP 3290 - Business & Non-  
instructional Operations  
Gifts, Grants and Bequests  
(REFERENCE VII-C)

(Action)

BOARD POLICY: (VII-  
D)

Superintendent's Comments:  
The following Board policy is  
presented for second reading  
and deletion in the continued  
revision of existing policies and  
administrative regulations (Don  
Austin):

BP 6162.7 - Instruction  
Use of Technology in Instruction  
(REFERENCE VII-D)

*BP 6162.7 is being combined with  
BP 6163.4 -  
Instruction - Student Use of  
Technology*

(Action)

VII. Policy  
(continued)

BOARD POLICY: (VII-  
E)

Superintendent's Comments:  
The following Board policy is presented for second reading and adoption in the continued revision of existing policies and administrative regulations (Don Austin):

BP 6163.4 - Instruction  
Student Use of Technology  
(REFERENCE VII-E)

*BP 6163.4 has had information  
added from:  
BP 6162.7 - Instruction - Use of  
Technology in Instruction*

(Action)

BOARD POLICY: (VII-  
F)

Superintendent's Comments:  
The following Board policy is presented for first reading in the



continued revision of existing policies and administrative regulations (Don Austin):

BP 6162.6 - Instruction  
Use of Copyright Materials  
(REFERENCE VII-F)

*This BP is being updated because some of the Copyright information that needs to be included is being deleted with the Exhibit 6162.7*

(Consideration)

BOARD POLICY: (VII-G)

Superintendent's Comments:

The following Board policy is presented for first reading in the continued revision of existing policies and administrative regulations (Don Austin):

BP 6163.2 - Instruction  
Animals at School  
(REFERENCE VII-G)

*The HBUHSD currently does not have a policy with regard to Animals at School.*

(Consideration)

VII. Policy  
(continued)

BOARD POLICY: (VII-H)

Superintendent's Comments:

The following Board policy is presented for first reading in the continued revision of existing policies and administrative regulations (Don Austin):

BP 1312.3 - Community Relations

Uniform Complaint Procedures  
(REFERENCE VII-H)

*This Board Policy needs to be updated to reflect language with respect to student fees.*

(Consideration)

VIII.

New Business

IX.

Any Other Public Communication to the Board  
(time limit 3 minutes)

X.

Signing of Documents

XI.

Closed Session

Future Board Meetings:

Regular Board Meeting  
October 8, 2013  
District Office

Regular Board Meeting

November 12, 2013  
District Office

Annual Organizational Meeting  
December 10, 2013  
District Office