

LOWELL JOINT SCHOOL DISTRICT
11019 Valley Home Avenue, Whittier, CA 90603

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
October 14, 2013

CLOSED MEETING	President Hinz called the meeting to order at 6:15 p.m. at the District Office, 11019 Valley Home Avenue, Whittier. President Hinz declared the meeting recessed to closed session at 6:16 p.m.
CALL TO ORDER	President Hinz reconvened the meeting to open session at 7:40 p.m. The flag salute was led by Mr. Darin Barber, Board Member. Trustees Present: Darin W. Barber, William A. Hinz, Brandon R. Jones, Fred W. Schambeck, and Anastasia M. Shackelford. Trustees Absent: None. Staff Present: Patricia A. Howell, Superintendent; Andrea Reynolds, Assistant Superintendent of Administrative Services; and Tiffany Rudek, Assistant Superintendent of Instruction
REPORTING OUT ACTION (IF ANY) TAKEN IN CLOSED SESSION	In closed session, the Board took action (4 – 0) to approve the following settlement agreement for: Office of Administrative Hearings No. 2013040714/2013080346. Additionally in closed session, the Board took action (5 – 0) to approve the following settlement agreement for: Office of Administrative Hearings No. 2013090007.
INTRODUCTION/WELCOME	President Hinz welcomed CSEA President Darleene Pullen, LJEAs President Allison Fonti, and guests.
ACKNOWLEDGEMENT OF CORRESPONDENCE	None.
APPROVAL OF AGENDA	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the October 14, 2013, agenda.
APPROVAL OF MINUTES	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the September 24, 2013, Board meeting.
TOPICS NOT ON THE AGENDA	A teacher shared her concerns with the Board about the implementation of Common Core Standards and Technology.

TIMELY INFORMATION
FROM THE BOARD
AND
SUPERINTENDENT

Dr. Howell thanked Macy Elementary School teachers Kerri Petrakis, sixth-grade, and Kerry Ospital, primary SDC classroom, for preparing the Bulletin Boards.

Ms. Reynolds introduced Deborah Nobles, Senior Risk Services Consultant, from Alliance of Schools for Cooperative Insurance Programs (ASCIP), the District's Risk Management carrier. Ms. Nobles presented the Board with a certificate stating "Lowell Joint School District is the recipient of \$2,000 for doing exceptional work to ensure the safety of students, staff, and community members."

SCHOOL REPORTS

Mrs. Shackelford shared that Meadow Green Elementary School held its first School Site Council meeting of the school year on October 2. The Council reviewed the Single School Plan for Student Achievement and then voted to approve the plan. Meadow Green will participate in the Great Shake Out Day on October 17 with an earthquake drill in the morning. Meadow Green PTA will hold a pancake breakfast on Saturday, October 19, from 9:00 a.m. to 11:00 a.m. This event will be held at Meadow Green School. Red Ribbon Week is the week of October 21. Many activities are planned to stress the 'No to Drugs' message. Students will celebrate the week with a Crazy Hair Day, a Crazy Sock and Tie Day, and a Wear Red Day. Students will be able to decorate a potato to put in our "Good Spuds Don't Do Drugs" potato patch the week of October 28. Meadow Green will hold a canned food drive from October 21 through November 13. All food collected will go to a local food bank to benefit those in need. Meadow Green's annual Halloween Parade will take place on Thursday, October 31, at 8:45 a.m. Come join us if you dare.

Mr. Barber stated that Jordan Elementary School held its first monthly Citizenship Assembly on Friday, October 4, at 11:00 a.m. Jordan PTA held their monthly meeting on Tuesday, October 8, at 7:00 p.m. in the Multi-use Room. The PTA is working hard to ensure that the students and staff members have a great year. Jordan's Red Ribbon Celebration Week will begin on October 23 and end on November 1. The PTA has scheduled various activities for this week. Jordan ends the month with its annual Halloween Parade on October 31, 2013, beginning at 9:45 a.m.

Mr. Hinz stated that on Friday, October 4, Macy held its first Awards Assembly for Very Important Person and Student of the Month. The Character Education theme for September was Responsibility. To promote a healthy lifestyle and keep our pledge toward making healthy choices all year long, Macy celebrates the last Wednesday of each month as "Healthy Lifestyles Day." All staff and students are asked to wear Red on this day. Thursday, October 17, at 10:17 a.m. is the Great Shakeout. Macy will participate in a schoolwide earthquake drill. Thursday, October 31, students will dress up in their favorite costumes and parade through the school. Students are invited to bring in their previously decorated pumpkins for display on haystacks in the main hall.

SCHOOL REPORTS
(Continued)

Mr. Schambeck reported that the La Habra High School Interact Club came to El Portal on September 20. The Interact Club talked to various classes about making good choices and because it was Sport's Day, they finished the visit doing exercises on the field. La Habra High School will also be sending twenty students from the Heritage Program to do their service learning with El Portal every other Wednesday for two hours beginning on October 23. El Portal's annual Johnny Appleseed Celebration took place on September 30, from 8:45 a.m. to 10:30 a.m. All of the Kindergarten through second grade students learned about apples and the life of American pioneer John Chapman, commonly known as Johnny Appleseed. There was a readers' theater, apple stamping, apple tasting, and frontier dancing. El Portal will participate in the Great Shake-Out, on October 17, at 10:17 a.m. We will practice our duck and cover drill and lockdown procedures. Red Ribbon Week kicks off on October 21, with daily crazy activities put on by Student Council and the PTA. Thursday, October 24, is our McDonald's night and we will end the month with our annual Halloween Parade, at 10:15 a.m. on October 31.

Mr. Jones shared that it was National Walk to School Day on Wednesday, October 9. Olita Elementary School students participated in Walk to School Day by meeting Mrs. V and many of their teachers at Oeste Park. The students were taught to be observant of their surroundings and kept track of what they saw on a check-off sheet. Participating students also received a charm for their spirit necklace. Thursday, October 17, Olita School will participate in the annual Great Shake-Out. This year, we will practice the earthquake drill during recess, as most students would not know how to respond to an emergency at recess. We plan to teach them about safety procedures and where to go in the event of an emergency on the playground. October 17, is also our first Science on the Go Assembly. This one will focus on Rainforests. Students and teachers enjoy learning about the animals and plant life at each assembly. Olita will be celebrating Red Ribbon Week during the week of October 21, 2013. We have many activities planned such as: "Come Eat Lunch with your Child Day" on Wednesday. The La Habra High School Jazz Band will be our entertainment. We will also have a coloring contest and students will make a pledge to be "Drug Free" on a schoolwide banner. On October 31, Olita School will be covered in everything from Teenage Mutant Ninja Turtles to fairy princesses for our annual Halloween Parade. There will also be a big Tootsie Pop Owl leading the parade at 9:30 a.m. Parents are welcome to come and take pictures of their favorite little monsters. This is always a well-attended event that shouldn't be missed!

SCHOOL REPORTS
(Continued)

Mr. Hinz concluded that Rancho-Starbuck Intermediate School's second REACH assembly of the year will take place on Thursday, October 31. *Bad Grades are a Nightmare* is the theme as we honor students for their achievements. Red Ribbon Week activities are planned along with the Bookmark Contest which begins October 14. Bookmarks are then given to students on Rancho's campus. REACH Circle, the teacher-student mentor program, will begin this month with monthly activities to follow. Flex classes have begun! Enrichment classes and re-teaching classes are available to help our students be successful in school! Cross Country begins this month as part of our After-School Sports program. The After-School Volleyball teams are in the middle of their season and doing a great job.

UPDATED/REVISED
BOARD POLICIES
(SECOND READING)

It was moved, seconded, and carried by unanimous vote (5 – 0) to adopt the current regulations and procedures to the following Board Policies and accompanying Administrative Regulations regarding Concepts and Roles (BP 6000) and Academic Standards (BP 6011), as attached, and authorized the Superintendent or designee to execute the necessary documents.

UPDATED/REVISED
BOARD POLICIES
(FIRST READING)

As the District updates current Board Policies and accompanying Administrative Regulations regarding School Day (BP 6112), Ceremonies and Observances (BP 6115), and Curriculum Development and Evaluation (BP 6141) with current regulations and procedures, it is imperative to disseminate updated information. The proposed updated/revised Board Policies have been shared with representatives of the certificated and classified employee groups and administrators.

Further input is welcome and the revised Board Policies will be included on the November 4, 2013, Board agenda for second reading and approval.

RESOLUTION 2013/14
No. 607 PROCLAIMING
OCTOBER 23 – 31, 2013,
AS "RED RIBBON
WEEK"

It was moved, seconded, and carried by unanimous roll call vote (5 – 0), to adopt Resolution 2013/14 No. 607 Proclaiming October 23 – 31, 2013, as "Red Ribbon Week," and authorized the Superintendent or designee to execute the necessary documents.

SUBMISSION OF
WILLIAMS LITIGATION
SETTLEMENT –
QUARTERLY UNIFORM
COMPLAINT REPORTS
FOR QUARTER
JULY 1 THROUGH
SEPTEMBER 30, 2013

It was moved, seconded and carried by unanimous vote (5 – 0) to approve the submission of the Williams Litigation Settlement – Quarterly Uniform Complaint Reports for Quarter July 1 – September 30, 2013, to Los Angeles and Orange Counties with zero complaints, and authorized the Superintendent or designee to execute the necessary documents.

**MAINTENANCE,
OPERATIONS, AND
FACILITIES PROJECTS
UPDATE**

Mr. John Binchi, Director of Maintenance, Operations, and Facilities, presented the Board with an update of the work the Maintenance and Operations Department completed during the summer. The department did at least one major project at each school, except for El Portal Elementary School. The work was done during a shortened summer and the projects included parking asphalt repairs, security fence installations, beam replacements, concrete replacements, computer lab and art room remodels, and the replacement of the Nutrition Department freezer.

Mrs. Shackelford noted that the security fences are a great addition to the campuses.

Mr. Barber requested Mr. Binchi to extend a thank you, on behalf of the Board of Trustees, to all staff members for their work during the truncated summer, and that is was greatly appreciated.

**2013 PARENT SURVEY
RESULTS**

Mrs. Tiffany Rudek, Assistant Superintendent of Instruction, was proud to present the 2013 Parent Survey Results. The survey is submitted each spring and tallied over the summer. The survey is categorized into the following five categories: academic preparation, parent communication, school environment, student behavior, and perception of the school. The percentage rates from last year either increased or remained the same. The results of the survey are shared with the principals and their respective schools to develop strategies to address any areas of concern.

CONSENT CALENDAR

It was moved, seconded, and carried by unanimous roll call vote, (5 – 0) to approve/ratify the following items, under a consent procedure.

Purchase Order Report
2013/14 #3

Approved Purchase Order Report 2013/14 #3, which lists all purchase orders issued August 20, 2013, through September 26, 2013.

Warrant Listing Report
2013/14 #3

Approved Warrant Listing Report 2013/14 #3, which lists all warrants issued September 9, 2013, through September 30, 2013.

Notice of Completion of
Agreement and Release
of Retention Funds with
Amtek Construction for
the District-Wide
Telephone Replacement
Project

Ratified the notice of completion of agreement with Amtek Construction for the District-Wide Telephone Replacement Project in the adjusted amount of \$503,287, with October 14, 2013, as the date of acceptance, and the Release of Retention funds be issued to Amtek Construction, and authorized the Superintendent or designee to execute the necessary documents.

Employer-Employee
Relations/Personnel
Report 2013/14 #3

Ratified Employer-Employee Relations/Personnel Report 2013/14 #3, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.

Approval of Agreement with Speech Bananas Therapy, a Nonpublic Nonsectarian Agency, to Provide Auditory-Verbal Therapy Services for the 2013/14 School Year

Approved the agreement with Jennifer Reeder, Speech Bananas Therapy, a nonpublic nonsectarian agency, to provide auditory-verbal therapy services for six (6) hours per month at the rate of \$150 per hour, not to exceed \$7,200, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Nonpublic Agency Contract with Robert Patterson, Psy.D., Licensed Psychologist, to Provide Psycho-Educational Evaluation Services for the 2013/14 School Year

Approved the Nonpublic Agency Contract with Robert Patterson, Psy.D., Licensed Psychologist, to provide psycho-educational evaluation services for the 2013/14 school year, for an estimated cost not to exceed \$5,000, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Services Agreement with Leader Services, Inc., for Medi-Cal Administrative Activities Claim Services for the 2013/14 School Year

Ratified the services agreement with Leader Services, Inc., to provide services related to the District's claiming for reimbursement for the Medi-Cal Administrative Activities Program for the 2013/14 school year, at a rate not to exceed 9 percent of funds generated, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Services Agreement with Leader Services, Inc., for Medi-Cal LEA Billing Option Claiming Services for the 2013/14 School Year

Ratified the services agreement with Leader Services, Inc., to provide services related to the District's claiming for reimbursement for the Medi-Cal Billing Program for the 2013/14 school year, at a rate not to exceed 9 percent of funds generated, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Services Agreement with State of California, Department of General Services, Office of Administrative Hearings for the Provision of Hearings, Mediations, or Other Legal Proceedings for the 2013/14 School Year

Ratified the services agreement with State of California, Department of General Services, Office of Administrative Hearings, to provide services related to requested legal proceeds for the 2013/14 school year, at a rate not to exceed \$48,000, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Contract with Inside the Outdoors, Orange County Department of Education, to Provide a Traveling Scientist Assembly “Birds of Prey” for the Second Grade Students at Macy Elementary School

Approved the contract with Inside the Outdoors, Orange County Department of Education, to provide a traveling scientist assembly for the second grade students at Macy Elementary School on October 16, 2013, grant funds will be utilized, if granted by the Orange County Department of Education, or the Macy PTA will fund this expenditure, at the cost of \$6.60 per student, not to exceed \$455.40 (69 students) plus mileage of \$60.00, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Contract with Inside the Outdoors, Orange County Department of Education, to Provide a Traveling Scientist Assembly “Amazing Animals” for the Second through Sixth Grade Students at Macy Elementary School

Approved the contract with Inside the Outdoors, Orange County Department of Education, to provide a traveling scientist assembly for the second through sixth grade students at Macy Elementary School on May 9, 2014, grant funds will be utilized, if granted by the Orange County Department of Education, or the Macy PTA will fund this expenditure, at the flat fee of \$345.00 plus mileage of \$60.00, and authorized the Superintendent or designee to execute the necessary documents.

**BOARD MEMBER/
SUPERINTENDENT
COMMENTS**

Mrs. Shackelford commended the Rancho-Starbuck Before- and After-School Tutoring Program. This program is utilized by students and staffed by volunteers who spend countless hours to ensure the students understand the subject. Subjects range from English, Math, Social Science, and Science.

Mrs. Shackelford also expressed that “Walk to School” Day from Oeste Park to Olita Elementary School was not a simple line. There were about a hundred students along with many parents, teachers, and Mrs. V. who made their way from the park to school.

Dr. Howell shared that the Lowell Joint Education Foundation 5K Turkey Trot will be on Saturday, November 2, 2013. Registrations are currently being accepted.

ADJOURNMENT

President Hinz declared the meeting adjourned at 8:25 p.m. in accordance with Government Code Section 54956.9 (a, b, c) and indicated no further public action would be taken.

Clerk/President/Secretary to the Board of Trustees

Date Approved:

_____, 2013