

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

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES
August 18, 2014

CLOSED MEETING	President Schambeck called the meeting to order at 6:00 p.m. at the District Office, 11019 Valley Home Avenue, Whittier. President Schambeck declared the meeting recessed to closed session at 6:01 p.m.
CALL TO ORDER	President Schambeck reconvened the meeting to open session at 7:35 p.m. The flag salute was led by Shelly Pimper, Macy Kindergarten Teacher. Trustees Present: Darin W. Barber, William A. Hinz, Brandon A. 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	None.
INTRODUCTIONS AND WELCOME OF GUESTS	President Schambeck welcomed CSEA President Darleene Pullen, LJEA President Allison Fonti, and guests.
ACKNOWLEDGEMENT OF CORRESPONDENCE TO THE BOARD	None.
APPROVAL OF AGENDA	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the August 18, 2014, Board agenda.
APPROVAL OF MINUTES	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the June 25, 2014, Board Meeting, and the July 21, 2014, Special Board Meeting.

TOPICS NOT ON THE AGENDA

A Kindergarten teacher thanked the Board on behalf of the Macy teachers, for allowing teachers to attend GLAD training last year and for providing the materials needed to implement the strategies in the classroom. She also expressed the teachers' concerns about the temperature settings on the new thermostats on the air conditioners.

A Macy third grade teacher shared that she was disappointed with the format of the new third grade report cards.

TIMELY INFORMATION FROM THE BOARD AND SUPERINTENDENT

Dr. Howell stated Holly Wolfe, Instructional Materials Clerk, decorated the bulletin board with Extended School Year student work from Olita's Special Day Class.

BOARD POLICIES – UPDATED/REVISED (FIRST READING)

As the District updates current Board Policies and accompanying Administrative Regulations regarding Uniform Complaint Procedures (BP 1312.3), Free and Reduced Price Meals (BP 3553), and Anti-Bullying (BP 5131.2) 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 September 15, 2014, Board agenda for second reading and approval.

CONSENT CALENDAR

Ronnie Mayer, Jordan Elementary School's Office Manager, stated that in December she will be retiring. She likes to say she has been at Jordan Elementary School since "BC", before clerks, before copiers, and before computers. People have asked if things have changed much. She answers that while demographics may have changed a bit, and educational philosophy has changed, technology has changed, but the basic tenet of Lowell Joint still remains the same. Mrs. Mayer further went on to share it has been quite a memorable journey these past 32 years and she looks forward to maintaining her relationship with the District as she moves onto her next chapter.

The Board of Trustees thanked her for her years of service and stated there is a reason you were employee of the year.

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

Purchase Order Report
2014/15 #1

Approved Purchase Order Report 2014/15 #1, which lists all purchase orders issued May 29, 2014, through August 5, 2014.

Warrant Listing Report
2014/15 #1

Approved Warrant Listing Report 2014/15 #1, which lists all warrants issued June 17, 2014, through August 7, 2014.

Approval of Agreement with School Services of California, Inc., to Provide Consulting Services Related to Fiscal Budget for the 2014/15 School Year

Ratified the agreement with School Services of California, Inc., to provide consulting services related to fiscal budget for the 2014/15 school year, in an amount not to exceed \$2,580 (plus expenses as defined in the contract), and authorized the Superintendent or designee to execute the necessary documents.

Approval of Contract Agreement with Pick Up Stix as a Meal Choice for all Students as Part of the National School Lunch Program for the 2014/15 School Year

Ratified the contract agreement with Pick Up Stix to provide meals for the students as part of the national school lunch program at all schools for the 2014/15 school year, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement with Atkinson, Andelson, Loya, Ruud & Romo for Legal Services

Ratified the agreement with Atkinson, Andelson, Loya, Ruud & Romo for legal services from August 1, 2014, through July 31, 2017, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement with Maxim Healthcare Services, Inc., for Temporary Medically Trained Personnel Services

Ratified the agreement with Maxim Healthcare for Temporary Medically Trained Personnel Services from August 1, 2014, through July 31, 2015, and authorized the Superintendent or designee to negotiate the final terms and execute the necessary documents.

Employer-Employee Relations/Personnel Report 2014/15 #1

Ratified Employer-Employee Relations/Personnel Report 2014/15 #1, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.

Acceptance of Gift/Donation

Ratified the acceptance of a gift/donation from SchoolsFirst Federal Credit Union in the amount of \$1,500.00 to support the District Orientation Meeting, and authorized the Superintendent or designee to submit a letter of appreciation to the donor.

Approval of Licensing Agreement and Invoice No. 6476608 with Document Tracking Services (DTS) for the 2014/15 School Year

Ratified the licensing agreement and invoice with Document Tracking Services (DTS) for the 2014/15 school year, at a cost of \$2,045.00 to be paid from Curriculum Department funds, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Income Agreement with Orange County Department of Education, Office of Academic Content, to Provide Common Core Professional Learning, Agreement Number 40757

Approved the Income Agreement with Orange County Department of Education, Office of Academic Content, Agreement Number 40757, to provide eight days Coaching/Professional Learning to support ongoing efforts in Common Core Implementation during the 2014/15 school year to the Rancho-Starbuck Intermediate teachers at a cost of \$600 per day for a total not to exceed \$4,800, and authorized the Superintendent or designee to execute the necessary documents.

BOARD MEMBER/
SUPERINTENDENT
COMMENTS

Mrs. Shackelford stated that she received her sign autographed books from her friend and requested that Mr. Schambeck ensure that it will reach the library at Rancho-Starbuck Intermediate School.

Dr. Patricia Howell announced, with mixed emotions, that this is her 41st year in education and that she would be retiring in early November, 2014. She stated "I have been privileged to serve the communities of La Habra, La Habra Heights, and Whittier for the past 21 years, and I will always have a warm spot in my heart for this community."

The Board of Trustees thanked Dr. Howell for her professionalism, guidance, and leadership. Lowell Joint School District was not in the best financial shape in 2006 when Dr. Howell came on board. During her time as Superintendent she was able to guide the District to positive certifications and each of our schools have been named a California Distinguished School by the California Department of Education.

The Board of Trustees wished her the best of luck and explained over the next few weeks the Board will visits sites for feedback and begin the process of hiring a new Superintendent of Schools.

ADJOURNMENT

President Schambeck 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:
