

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
September 15, 2014

CLOSED MEETING President Schambeck called the meeting to order at 5:30 p.m. at the District Office, 11019 Valley Home Avenue, Whittier. President Schambeck declared the meeting recessed to closed session at 5:31 p.m.

CALL TO ORDER President Schambeck reconvened the meeting to open session at 7:30 p.m.

The flag salute was led by Allison Fonti, Jordan First Grade 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; and Andrea Reynolds, Assistant Superintendent of Administrative Services

REPORTING OUT ACTION (IF ANY) TAKEN IN CLOSED SESSION None.

INTRODUCTIONS AND WELCOME OF GUESTS President Schambeck shared that at Rancho-Starbuck Intermediate School graduation; a parent had asked if he was the parent to an incoming high school student what classes would you suggest for them to take. President Schambeck replied that the student should take Math and Science, and any Advanced Placement classes as long as the student is capable.

President Schambeck stated that he read an interesting article over the summer that reflected how math, science and technology are changing the future. He further went on to read “In California, and globally, far fewer workers are needed when products are designed, modeled and simulated digitally. An early example: Boeing’s 777, the first paperless aircraft manufactured with only a single prototype. Manufacturing is becoming a desktop capability,” the report noted.

As Cooper, the report’s lead author, put it: “The engineering may be done in the cloud, with a design team in Shanghai or San Jose, while the manufacturing may take place in Vietnam or Valencia, depending on who can deliver the quality needed. In today’s modern factory, rather than a whole bunch of guys on the production line, you can have a couple of engineers and skilled technicians operate the plant. A single technician with a computer can monitor an automated line that runs continuous shifts, without breaks for coffee, lunch or vacation.”

INTRODUCTIONS AND WELCOME OF GUESTS Continued	Even as manufacturing has hemorrhaged employment, software automation has spurred a dramatic boost in productivity, higher than any other sector of the economy. Nationally, manufacturing jobs have dropped by 33 percent since 1990, but output increased by almost 50 percent. According to the report, “each hour of manufacturing labor today produces twice the value of output it did in 1990 (in real terms).”
	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 September 15, 2014, Board agenda.
APPROVAL OF MINUTES	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the August 18, 2014, Board Meeting.
TOPICS NOT ON THE AGENDA	None.
TIMELY INFORMATION FROM THE BOARD AND SUPERINTENDENT	None.
SCHOOL REPORTS	Mrs. Shackelford shared a first-grade Parent Night was held at Meadow Green on September 9, 2014. Parents of first grade students were invited to attend this informational meeting to review reading folders as well as to learn tips on building fluency and helping children at home to become good readers. Patriot’s Day was celebrated at Meadow Green on September 11, with students honoring our country’s patriots by wearing red, white, and blue. A moment of silence was observed in their honor. Each teacher taught a lesson from their Patriotic Guide to their class. Meadow Green’s STEM (Science, Technology, Engineering, and Math) Fridays have gotten off to a good start. Each Friday teachers are encouraged to provide a STEM hands on exploratory activity for students. Students have explored with blocks, legos, Cuisenaire rods, and pattern blocks. Some have designed a paper chair to hold a stuffed animal, and others have built towers out of index cards. One class even made slime. As the year progresses, we look forward to expanding our STEM exploration and engaging students in the curiosity and creativity of learning.

SCHOOL REPORTS
Continued

Mr. Barber stated on Thursday, September 11, Jordan Elementary School students honored all the American heroes for Patriot's Day, students wore red, white and blue and a moment of silence was held to remember those whose lives were lost. Jordan PTA is having Stoves on Strike at Chipotle in the Whitwood Towne Center on Wednesday, September 17 from noon – 8:00 p.m. This is great fundraiser as the PTA will receive 50 percent of the proceeds. Also on Wednesday, September 17, Jordan is having Citizenship Day, all students are encouraged to wear red, white, and blue. Citizenship day marks the beginning of Constitution Week.

Mr. Schambeck shared the school theme at El Portal is: El Portal - Home of the Champions. Our Welcome Back Parent PTA meeting, Ice Cream Social, and Back-to-School Night was very well attended. In honor of Patriot's Day, on September 11, El Portal staff and students started the day in the quad together and recited the Pledge of Allegiance, share a "Moment of Silence" and sang *God Bless America* together. Student Council election speeches will be held on September 16 and the election will be held on September 17. All students have been campaigning for a week. Elections are held at the beginning of Constitution Week to help explore the philosophical foundation of the Constitution as well as the provisions and principles.

Mr. Hinz shared that Patriot's Day was honored at Macy on September 11. All students listened to a short remembrance of 9-11, followed by a 20 second moment of silence and a school-wide Pledge of Allegiance. Today, Macy Science Olympians began training. These hopeful Olympians will train until they compete in February at Occidental College in the Los Angeles County Elementary Science Olympiad competition. Mark your calendar, Saturday, October 11, Macy will have its Annual Fall Carnival hosted by the PTA. The carnival will begin at 10:00 a.m. and conclude at 3:00 p.m. There will be Cupcake War Contest, Face painting, Cake Walk, Pie Baking Contest, Chili Cook-off, Silent Auctions, and game booths galore.

On Thursday, September 11, Olita Elementary School honored and remembered the lives lost in the terrible tragedy that occurred that day in 2001. A brief explanation of the events and a moment of silence was observed. Throughout the day, students observed and learned from the informative boards on display about that day's tragedies. Everyone was encouraged to wear red, white, and/or blue. On September 22 and 23, Dawn Goodwin, fourth grade teacher, and Krista VanHoogmoed, Principal, will travel to San Diego to experience the STEM Symposium (Science, Technology, Engineering and Math). We are hoping to learn many new things to apply in our classrooms to help our students become better critical thinkers and problem solvers. Our first fundraiser of the year kicks off Wednesday, October 1. Students will be selling gift wrap and an assortment of items in hopes of bringing in a lot of money to support all the activities planned by PTA for the year. Every year PTA has generously supports all field trips, ST Math, assemblies, and more.

SCHOOL REPORTS
Continued

Mr. Schambeck concluded with Rancho Starbuck Intermediate School's school report stating that the canine assembly including drug awareness information will take place on September 19. This proactive approach helps our campus stay drug free! Our morning and afternoon tutor program began September 3 in the Library. Power Start will take place Tuesday, Wednesday, and Thursday from 7:30-8:00 a.m. and 3:15-4:00 p.m. We are looking for volunteers to join our teachers while we help students with their homework and class work at this time. Our first REACH assembly, Go Wild for Good Grades, took place on Friday, September 12. Eighth grade honorees received their shirts and all enjoyed the assembly planned by our great ASB. Former Board Member Jan Averill, will be at Rancho talking about the Constitution with our eighth grade students on September 16 and will give each student a pocket size copy of the Constitution. Tryouts for Volleyball have taken place and over 100 students tried out for the team. We are grateful to have all our after-school sports teams!

**BOARD POLICIES –
UPDATED/REVISED
(SECOND READING)**

It was moved, seconded, and carried by unanimous vote (5 – 0) to adopt 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).

**BOARD POLICIES –
UPDATED/REVISED
(FIRST READING)**

The District is updating current Board Policy and accompanying Administrative Regulations regarding Superintendent of Schools – Job Description (BP 2122) with current regulations and procedures.

Further input is welcome and the revised Board Policy will be included on the October 6, 2014, Board agenda for second reading and approval.

**2013/14 DISTRICT
ACCOMPLISHMENTS**

Dr. Howell shared a number of District accomplishments for the 2013/14 school year. The accomplishments were in the following areas: Academic Programs, Technology, Nutrition Services, and Maintenance of Facilities.

**RESOLUTION 2014/15
NO. 628 DETERMINING
STEPS TO ENSURE
AVAILABILITY OF
TEXTBOOKS AND
INSTRUCTIONAL
MATERIALS FOR
2014/15**

Pursuant to *Education Code* Section 60119, California school districts must adopt a resolution that determines steps to ensure availability of textbooks and instructional materials for the 2014/15 school year. State guidelines for adoption of the resolution include holding a Public Hearing. The District posted a "Notice of Public Hearing" from September 4, 2014, through September 15, 2014, at each of the school sites and at the Lowell Joint School District Office.

The Public Hearing was opened at 8:00 p.m., and after hearing no comment, the Public Hearing was closed at 8:01 p.m.

It was moved, seconded, and carried by unanimous roll call vote (5 – 0), to adopt Resolution 2014/15 No. 628, Determining Steps to Ensure Availability of Textbooks and Instructional Materials for 2014/15, and authorized the Superintendent or designee to execute the necessary documents.

RESOLUTION 2014/15
NO. 630 PROCLAIMING
SEPTEMBER 17 – 23,
2014, AS
“CONSTITUTION WEEK”

It was moved, seconded, and carried by unanimous roll call vote, (5 – 0) to adopt Resolution 2014/15 No. 630, as attached, proclaiming September 17 – 23, 2014, as Constitution Week, and authorized the Superintendent or designee to execute the resolution.

RESOLUTION 2014/15
NO. 629 DESIGNATING
OCTOBER 2014 AS
“CHARACTER
EDUCATION MONTH”

Character Education month is to ensure that the development of strong and moral character and the promotion of responsible, ethical, civic-minded behavior are well and thoroughly integrated into the schools’ curricula and instructional activities.

It was moved, seconded, and carried by unanimous roll call vote (5 – 0), to adopt Resolution 2014/15 No. 629 Designating October 2014 as “Character Education Month,” and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF
“CERTIFICATION OF
SIGNATURES”

Education Code Sections 35143, 42632, and 42633, require that signatures must be verified to give authorization to a person or persons to sign notices of employment, contract, and orders drawn on the funds of the school district. With retirements and resignations at the District Office, a new Certification of Signatures form needs to be submitted to the Los Angeles County Office of Education.

It was moved, seconded, and carried by unanimous vote (5 – 0) to approve the “Certification of Signatures,” and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF 2013/14
UNAUDITED ACTUALS
AND CONCURRENT
APPROVAL OF THE
FUND BALANCE
CHANGES TO THE
DISTRICT’S 2014/15
BEGINNING
BUDGETED BALANCES

According to Education Code 42100, the Governing Board of each school district shall approve an annual statement of all receipts and expenditures of the District for the preceding fiscal year on or before September 15, 2014. The Board was presented estimated 2013/14 income and expenditure figures when the 2014/15 Budget was presented on June 16, 2014.

Ms. Reynolds explained the changes and shared that the financial observations were good news as the 2014/15 state gap funding increased 0.5 percent which positively affected the fund balance. Ms. Reynolds also shared that the not so good news is the 2014/15 State Budget imposed additional pension costs, the District has approximately 27 fewer students this year, added two teaching full-time equivalent since adopting the budget, and retroactive to 2013/14, the District’s special education funding from the State was reduced approximately \$50,000, which all negatively affected the fund balance.

The next report of the District’s financial condition to the Board of Trustees will be the 2014/15 First Interim Budget on December 8, 2014.

It was moved, seconded, and carried by unanimous vote to approve the fund balance changes to the District’s 2014/15 beginning budgeted balances, and authorized the Superintendent or designee to execute the necessary documents.

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 2014/15 #2	Approved Purchase Order Report 2014/15 #2, which lists all purchase orders issued August 6, 2014, through August 28, 2014.
Warrant Listing Report 2014/15 #2	Approved Warrant Listing Report 2014/15 #2, which lists all warrants issued August 12, 2014, through September 4, 2014.
Resolution 2014/15 No. 631 Gann Amendment Appropriations Limit	Adopted Resolution 2014/15 No. 631 Gann Amendment Appropriations Limit, and authorized the Superintendent or designee to execute the necessary documents.
Resolution 2014/15 No. 632 Approving Assignment of Delinquent Tax Receivables to the California Statewide Delinquent Tax Finance Authority for the Fiscal Years Ending June 30 in Each of the Years 2014 Through 2016, and Authorizing Execution and Delivery of Related Documents and Actions	Adopted Resolution 2014/15 No. 632 Approving Assignment of Delinquent Tax Receivables to the California Statewide Delinquent Tax Finance Authority for the Fiscal Years Ending June 30 in Each of the Years 2014 Through 2016, and Authorizing Execution and Delivery of Related Documents and Actions, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Independent Contractor Agreement with Gerald J. Vincent to Provide Special Services and Advice in the Area of Facilities	Approved the Independent Contractor Agreement with Gerald J. Vincent to provide special services and advice in the area of facilities at an hourly rate of \$85.00 per hour, for a total amount not to exceed \$17,000 (200 hours) with District approved miscellaneous reimbursable expenses, beginning October 1, 2014, and ending no later than February 28, 2015, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Sale of Surplus District Personal Property	Ratified the approval of sale of surplus District personal property, as attached, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Sale/ Disposal of Surplus District Personal Property	Approved the sale/disposal of surplus District personal property, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Grant Deed to the City of La Habra for Olita Boundary Changes	Approved the Grant Deed to the City of Labra for Olita Boundary Changes, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Nutrition Services Contract Agreement with Pappy's Pizza as Part of the School Lunch Program

Ratified the Nutrition Services Contract Agreement with Pappy's Pizza as part of the School Lunch Program, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Contract Agreement with A & R Wholesale Distributors, Inc., as Part of the School Lunch Program

Ratified the contract agreement with A&R Wholesale Distributors, Inc., as part of the school lunch program, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Produce Piggyback Contract Agreement Between Lowell Joint School District and Gold Star Foods for the 2014/15 School Year

Ratified the produce piggyback contract between Lowell Joint School District and Gold Star Foods for the 2014/15 school year, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Frozen, Fresh and Dry Foods Piggyback Contract Agreement Between Lowell Joint School District and Gold Star Foods for the 2014/15 School Year

Ratified the frozen, fresh and dry foods piggyback contract agreement between Lowell Joint School District and Gold Star Foods for the 2014/15 school year, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Melissa Manning, RD, to Provide Services Related to the Nutrition Services Program for the 2014/15 School Year

Ratified the consultant agreement with Melissa Manning, RD, to provide services related to the Nutrition Services program for the 2014/15 school year, at a flat rate of \$5,000 to be paid from the Nutrition Services fund, and authorized the Superintendent or designee to execute the necessary documents.

Employer-Employee Relations/Personnel Report 2014/15 #2

Ratified Employer-Employee Relations/Personnel Report 2014/15 #2, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.

Approval of Contract with *FreeSpeech, Inc.*, to Provide a Speech & Language Therapist for the 2014/15 School Year

Ratified the contract with FreeSpeech, Inc., to provide a Speech & Language Therapist, at a rate of \$70 per hour, will not exceed \$70,000, from August 20, 2014, through June 30, 2015, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement with Approach Learning and Assessment Center, Inc., DBA Olive Crest Academy, a Nonpublic Nonsectarian School, to Provide Special Education Services for the 2014/15 School Year	Ratified the agreement with Approach Learning and Assessment Center, Inc., a DBA Olive Crest Academy, a nonpublic nonsectarian school, to provide special education services for two students from July 1, 2014, through June 30, 2015, for a total cost of \$217,252, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Independent Contract with Deborah Neuhoff to Provide Assistive Technology Services for the 2014/15 School Year	Ratified the independent contract with Deborah Neuhoff to provide assistive technology services for the 2014/15 school year, at a rate of \$150 per hour, not to exceed \$10,000, from July 1, 2014, through June 30, 2015, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Consultant Agreement with Ms. Jennifer Church to Provide After-School Coaching Services for the 2014/15 School Year	Ratified the consultant agreement with Ms. Jennifer Church to provide after-school coaching services for the 2014/15 school year, at the amount of \$700.00, not to exceed \$700.00, to be paid from monies secured by the Lowell Joint Education Foundation donation, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Consultant Agreement with Ms. Korina Pilkington to Provide After-School Coaching Services for the 2014/15 School Year	Ratified the consultant agreement with Ms. Korina Pilkington to provide after-school coaching services for the 2014/15 school year, at the amount of \$700.00, not to exceed \$700.00, to be paid from monies secured by the Lowell Joint Education Foundation donation, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Student Teaching Agreement with Azusa Pacific University	Ratified the Student Teaching Agreement with Azusa Pacific University, effective July 1, 2014, through June 30, 2017, and authorized the Superintendent or designee to execute the necessary documents.
Approval to Amend the Agreement with Rossier Park Elementary School, a Nonpublic Nonsectarian School, to Provide Special Education Services for the 2014/15 School Year	Approved the amendment to the agreement with Rossier Park Elementary School, a nonpublic nonsectarian school, reflecting an overall increase of \$340.00 totaling \$42,900, from July 1, 2014, through June 30, 2015, to provide special education services for the 2014/15 school year, and authorized the Superintendent or designee to execute the necessary documents.

BOARD MEMBER/
SUPERINTENDENT
COMMENTS

Dr. Howell shared that she was able to attend Rancho-Starbuck Intermediate School's 9/11 assembly and was pleased to see how the students walked in quietly and were respectful.

Jordan Elementary School also had a 9/11 assembly and like Rancho-Starbuck the students walked in quietly, sat down and were appropriately behaved. Following the assembly at Jordan, was the Rotary backpack drawings where names were drawn and those who were drawn each won a backpack.

The La Habra Rotarians donated a total of 175 backpacks to Lowell Joint School District and a letter was sent to the Rotary Club for their generous donation.

Mr. Barber shared his license plate is reflective of the man who saved countless lives on 9/11 as he and a few others had the courage to attack the hijackers on United Airlines Flight 93. His name is Todd Beamer, the man who is known for stating "Let's roll."

The Board of Trustees thanked each school principal and the staff members who were able to attend the meetings that were recently held. The purpose of the meetings was to gather input for what qualities the staff members were looking for in the selection of a new Superintendent.

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:
