

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
March 8, 2016

CLOSED MEETING	President Jones called the meeting to order at 6:30 p.m. at the District Office, 11019 Valley Home Avenue, Whittier. President Jones declared the meeting recessed to closed session at 6:31 p.m.
CALL TO ORDER	<p>President Jones reconvened the meeting to open session at 7:40 p.m.</p> <p>The flag salute was led by Mr. Darin Barber, Board of Trustees Vice-President.</p> <p>Trustees Present: Darin W. Barber, Brandon A. Jones, Fred W. Schambeck, and Anastasia M. Shackelford.</p> <p>Trustees Absent: William A. Hinz.</p> <p>Staff Present: Bonnie Bell, Superintendent; Andrea Reynolds, Assistant Superintendent of Administrative Services, and Sheri McDonald, Assistant Superintendent of Instruction.</p>
REPORTING OUT ACTION (IF ANY) TAKEN IN CLOSED SESSION	None.
INTRODUCTION/ WELCOME	President Jones welcomed CSEA President Darleene Pullen, LJEA President Allison Fonti, guests, and staff members present.
ACKNOWLEDGEMENT OF CORRESPONDENCE	None.
APPROVAL OF AGENDA	<p>It was moved, seconded, and carried by unanimous vote, (4 – 0) to move Item IX – Consent Calendar to follow Item V – A, Classified Employee of the Year.</p> <p>It was moved, seconded, and carried by unanimous vote, (4 – 0) to approve the Amended March 8, 2016, Board agenda.</p>
APPROVAL OF MINUTES	It was moved, seconded, and carried by unanimous vote, (4 – 0) to approve the minutes from the February 1, 2016, Board Meeting.
TOPICS NOT ON THE AGENDA	None.

TIMELY INFORMATION
FROM THE BOARD
AND
SUPERINTENDENT

Dr. Bell extended a thank you to the Lowell Joint Education Foundation for another outstanding community event. The annual Academic Excellence Day was once again superb and very well attended. Dr. Bell publically recognized both, Mrs. Staci Shackelford, Board Member, and Mrs. Linda Takacs, Rancho-Starbuck Intermediate Principal, for their oversight and planning of this academic competition.

Dr. Bell further stated she was able to attend the Daughters of the American Revolution (DAR) Essay Luncheon at Friendly Hills Country Club. Student winners, their teachers, and principals, as well as their family members were treated to a wonderful lunch. The DAR organization stated that they read over 300 essays from various school districts.

Recently the District has received inquiries regarding the Morgan Hill lawsuit as it relates to the release of student information. Parents that call the District Office or the School sites are referred to the school's or District website as information has been posted regarding the case. On the websites you will find Frequently Asked Questions in both English and Spanish. There is also the objection form that parents can download and submit to the California Department of Education.

Dr. Bell shared that she was able to visit classrooms at Olita, Meadow Green, Rancho-Starbuck, and Jordan and had lunch with both the Meadow Green and Rancho-Starbuck staff members. Dr. Bell has provided District updates to the La Habra PTA Council, and Jordan and Macy's PTA. Mr. Hinz and she were able to attend the La Habra Heights City Council meeting where Mr. Hinz shared highlights of our school district with the council members and audience.

Another event, that Dr. Bell shared, that is right around the corner, is the Lowell Joint Education Foundation's Golf Tournament. This event is scheduled for Monday, March 21, and will be held at the Friendly Hills Country Club. The honoree for this year is Mr. Glenn Sheppard. Mr. Sheppard has been an extraordinary support and advocate for student in our District even with no children enrolled in Lowell Joint. The Foundation is elated to celebrate his efforts at the dinner banquet after the Golf Classic. Information for this even is located in the lobby and on our website.

Dr. Bell stated "In order to solicit input from all stakeholders as we update our Local Control Accountability Plan, we have held a Parent Advisory meeting, and sent out surveys to both staff and community members. The surveys are open through the end of March.

The Curriculum and Instruction Department along with our technology staff are readying for State testing. This year, we will be reducing our testing window significantly due to the new Chromebook Carts that are arriving next week."

Dr. Bell thanked Valerie Telarico, Jeannie Nichols, and Kim Brooks, teachers from El Portal Elementary School, for the wonderful bulletin board and student work that is on display.

SCHOOL REPORTS

Mr. Barber began with Rancho-Starbuck's school report. The Father-Daughter Dance was on Friday, March 4. This special event created wonderful memories for the daughters and dads and was very well attended! The incoming Trojans arrived earlier today to take their tour of Rancho-Starbuck and the 6th grader's parents will arrive for their night on March 9. After school sports games take place throughout the month with girls' basketball and boys' soccer. Rancho-Starbuck Band will be participating in a Band festival that takes place on March 16. Both Wind Ensemble and Wind Symphony will perform at Excelsior High School. Boot Camp takes place March 18. Students are ready to take the mental and physical challenge to raise money for technology.

Mr. Jones stated Jordan Elementary School has many activities planned for the month of March. On Friday, March 4, Jordan held its monthly Citizenship and Awards Assembly. The students that were honored portrayed Kindness and Honesty. Sonora High School's Agriculture Team is on the *Moove*. They will be providing a hands-on assembly for Jordan students on Wednesday, March 9th on the proper care of a cow. Jordan is very excited to have the Gold Ribbon Site Validation Team visiting Jordan on March 17th. On Friday, March 18th, students will participate in a Color Move-A-Thon fundraiser. If students reach their goal of \$20,000, Mrs. Wissman will "Color" her hair rainbow for a week. Finally, on Thursday, March 24th, Jordan will host its second annual fifth grade vs. sixth grade March Madness basketball game with a half-time performance provided by the primary baton twirling team, led by Miss Heather Pocock.

Mr. Schambeck stated that El Portal Elementary has lots of assemblies and field trips planned for this month: *Carrillo Marine Aquarium* came to El Portal for one of our third grade assemblies and they have a field trip to *Mariner's Park and Environmental Nature Center*, *California Brought to Life Assembly* came for our 4th grade students, a trip to *Riley's Farm* for our 5th graders, *Discovery Science Center* field trip for the 6th grade students and *Walk Through Ancient Civilization* assembly, where students are split into three different countries. They are assigned characters and have to dress up and become those characters. Earlier today, all elementary school sixth grade students visited Rancho-Starbuck Intermediate School, and the incoming parent meeting is scheduled for Wednesday, March 9, at 6:30 p.m. On March 16, we will celebrate Celeste Rangel, who was chosen as the 5th grade winner by the Rancho La Habra Republican Women, Federated 2016 Essay Contest, "The United States of America is a special and an exceptional country because...." Her teacher, the principal, and her parents will be guests at the luncheon at Hacienda Golf Club and listen to her read her essay. March 17, El Portal will have a Shamrocks and Spuds celebration for the K-2 students. It will begin with a Readers' Theater and then out to the field for eight different potato activities, and the celebration will end with dancing the Irish Jig.

SCHOOL REPORTS
(Continued)

Mrs. Shackelford shared that Meadow Green Elementary School celebrated Dr. Seuss' birthday on March 2, 2016, with Read Across America Day. The following activities took place: students created posters depicting places visited in books and these were on display on classroom windows; a school wide buddy reading day was held where older students read a favorite book to a younger student; and the Student Book Mark Contest took place where students designed a book mark for other students to color. The book marks also gave a summary of the selected book. A PRIDE Assembly was held on March 4, to recognize students in the Character Education traits of Honesty and Truthfulness. PRIDE awards were also presented to students who exhibited Personal Responsibility In Daily Effort. Meadow Green PTA will sponsor a movie night on March 11 and a Family Fun Night on Thursday, March 24. Sixth graders will be attending the La Mirada Theatre on April 4, 2016, to see *The Lighting Thief*. Meadow Green is proud to be named a California Gold Ribbon School for 2016. Congratulations to all teachers, students, staff, and parents for their part in helping the school obtain this recognition.

Mr. Schambeck shared two weeks ago Macy PTA hosted their annual Fun Run. The students ran for 20 minutes to show a commitment to healthy choices and healthy lifestyles, while also raising money for the Macy PTA. Macy Science Olympians participated in this year's Los Angeles Science Olympiad at Occidental College on Saturday, February 27. Points were added up, per event, on the day of competitions. The Macy Science Olympiad team placed in the GOLD Rankings and will be recognized at an upcoming assembly. On March 3, the Macy PTA recognized this year's recipients for Honorary Service and Very Special Person Awards at the night meeting and their families were present. After a short bio speech was read in their honor; a cake, certificate, and flowers were presented to each candidate.

Mr. Jones yesterday, Monday, March 7, Olita's fabulous PTA honored many of Olita's parents who have given so much of their time to the students. The annual Honorary Service Awards were presented to six of Olita's well-deserving parents. On Friday, March 11, students will experience a Native American dance troop. This will be the first time the students will have an opportunity to see the craft and learn about the history behind the tradition. On Wednesday, March 23, Olita students will be visited by the Imagination Machine. Earlier in the year, students wrote stories which were sent to the company. Each story was read and only a handful will be chosen as stories to be acted out in front of our students. The stories that were selected will be announced at the assembly and the students look forward to hearing if their story was selected.

CLASSIFIED
EMPLOYEE OF THE
YEAR

Dr. Bell introduced Guillermo Barron, Classified Employee of the Year, to the podium so she could share a few words about him. Dr. Bell stated “Guillermo came to Lowell Joint School District in 2010 and started as a substitute sprinkler and maintenance worker and has been an incredible asset ever since. In 2012, he was hired full-time as a Utility Worker. His conscientious efforts in all he accomplishes are truly commendable. Through the multitude of responsibilities at various sites, Guillermo is always positive and willing to help in any capacity. His *‘What can I do to help?’* attitude is undeniably remarkable. This kind of commitment to excellence and personal drive are indeed rare. His self-motivation to do a meticulous job can be witnessed by anyone, at any time, and on any campus.

Furthermore, Guillermo is extraordinarily dependable. There has never been a moment when staff could not count on him to complete an assignment. In fact he usually goes above and beyond and typically asks, *‘Is there anything else I can do for you before I leave?’* He is a true professional and consistently displays the characteristics of a model employee.

Lowell Joint prides itself on its comprehensive Character Education program. This program consists of designated values and skills taught each month, skills such as respect, honesty, setting goals, kindness, and self-discipline. Our pride in these values is even part of the Board’s adopted mission statement. Guillermo exemplifies each and every one of the positive character traits.”

Dr. Bell shared that his supervisor, Mr. Tony Collaso, had this to say about him *“Although I have only been working with Guillermo a short time, it became immediately evident that he is dedicated to doing his very best for the District each and every day. Guillermo gets along exceptionally well with everyone in the District,”* and his co-workers added *“Guillermo is dedicated to the District and considers it a privilege to serve in any way he is asked. He sets a wonderful example for all employees and we have all benefitted from his easy-going demeanor.”*

Dr. Bell further stated “As you can see, Guillermo’s support and commitment to our educational community is indisputable. We are privileged to have him as an employee of our school district! Thus, it is with great pride and enthusiasm that I formally introduce you to Guillermo Barron, the 2016 Classified Employee of the Year for the Lowell Joint School District.”

Guillermo thanked the Board of Trustees and Dr. Bell for such an honor. Mr. Jones, President of the Board, presented Mr. Barron with a Certificate of Recognition for Outstanding Service to the District.

CONSENT CALENDAR	It was moved, seconded, and carried by unanimous roll call vote, (4 – 0), to approve/ratify the following items, under a consent procedure.
Purchase Order Report 2015/16 #8	Approved Purchase Order Report 2015/16 #8, as attached, which lists all purchase orders issued January 20, 2016, through February 19, 2016.
Warrant Listing Report 2015/16 #8	Approved Warrant Listing Report 2015/16 #8, as attached, which lists all warrants issued January 21, 2016, through February 19, 2016.
Resolution 2015/16 BGT/2 #7 – 12 Budget Adjustment	Adopted Resolution 2015/16 BGT/2 #7 – 12 for Budget Adjustment, as attached, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Agreement with SchoolDude, Inc. for a Work Order Management System	Approved the agreement with SchoolDude, Inc., for a work order management system, for an initial start-up cost of \$6,200, with annual renewal rates range from \$13,000 to \$14,500 from July 2016 to June 2021, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Agreement with Koppel and Gruber Public Finance for Developer Fee Calculations	Ratified the agreement with Koppel and Gruber Public Finance for Developer Fee Calculations through June 30, 2017, not to exceed \$5,000, and authorized the Superintendent or designee to execute the necessary documents.
Employer-Employee Relations/Personnel Report 2015/16 #8	Ratified Employer-Employee Relations/Personnel Report 2015/16 #8, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.
Resolution 2015/16 No. 657 Implementing Education Code 44258.2	Adopted Resolution 2015/16 No. 657 implementing Education Code 44258.2, authorized Eric Chittum to teach Green Architecture – Elective at Rancho-Starbuck Intermediate School, as attached, and authorized the Superintendent or designee to execute the necessary documents.
Resolution 2015/16 No. 658 Regarding Layoff and Reduction of Hours of Classified Personnel	Adopted Resolution 2015/16 No. 658 regarding layoff and reduction of hours of classified personnel, as attached, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Memorandum of Understanding Between Fullerton School District and Lowell Joint School District for the Period of July 1, 2015, through June 30, 2018	Ratified the Memorandum of Understanding between Fullerton School District and Lowell Joint School District for the period of July 1, 2015, through June 30, 2018, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement #80154 with Inside the Outdoors Field Program, Orange County Department of Education, to Provide a Mt. SAC – Gabrielino Walk Field Trip for the Third Grade Students of Macy Elementary School

Approved the agreement with Inside the Outdoors, Orange County Department of Education, to provide a field trip to Mt. SAC – Gabrielino Walk for the third-grade students of Macy Elementary School on March 23, 2016, and will be paid from the Inside the Outdoors grant, and authorized the Superintendent or designee to execute the documents.

**** RECESS****

President Jones declared a recess at 8:05 p.m. President Jones reopened the meeting at 8:21 p.m.

PUBLIC HEARING:
INITIAL
MANAGEMENT
PROPOSAL FOR A
SUCCESSOR
AGREEMENT WITH
LOWELL JOINT
EDUCATION
ASSOCIATION

Pursuant to the Educational Employment Relations Act, the Management of Lowell Joint School District submitted its initial bargaining proposal as follows: Article I – Agreement, Update language to dates of new agreement; Article IX – Grievance Procedure, Update language for Sick Leave for All; Article X – Transfer and Assignments, Update language for Voluntary Transfers; Article XV – Teaching Hours and Adjunct Duties, Delete Pilot Program Language; Article XXIV – Salaries, Update dates of agreement; Article XXVIII – Calendars, Update language; Article XXXII – Completion and Duration of Agreement, Update language to dates of new agreement, and Appendices – Appendix “G”, Memorandum of Understanding Regarding Class Size.

President Jones opened a Public Hearing at 8:23 p.m. and no public comments were received. The Public Hearing was closed at 8:24 p.m.

LOWELL JOINT
SCHOOL DISTRICT
LOGO

Dr. Bell shared the new Lowell Joint School District logo.

It was moved, seconded, and carried by unanimous vote (4 – 0) to approve the new logo, and authorized the Superintendent or designee to execute the necessary documents.

PRESENTATION OF
SECOND INTERIM
REPORT

Andrea Reynolds, Assistant Superintendent of Administrative Services, presented the Second Interim Report 2015/16 in accordance with Education Code Sections 35035(g), 42130, and 42131 requiring the Board of Trustees to approve and certify that the District is able to maintain positive cash and fund balances for the current and subsequent two fiscal years.

It was moved, seconded, and carried by unanimous vote to adopt the 2015/16 Second Interim and approve a “Positive Certification” for the reporting period of the District’s ability to meet its financial obligations for the current and two subsequent years based upon the current 2015/16 State budget and proposed 2016/17 State budget assumptions defined by the Los Angeles County Office of Education, and authorized the Superintendent or designee to execute the necessary documents.

UNIFORMS
PRESENTATION

Mr. Anthony Collaso, Director of Maintenance, Operations, and Facilities, shared with the Board of Trustees uniforms for the Maintenance and Custodial staff members. Mr. Collaso shared that the cost of the uniforms will be minimal due to some of the work that it would take to outsource can be taken care of in house which will save the District the cost of the uniforms. Mr. Collaso also stated that the uniforms for the Maintenance and custodians will make it easier and safer for the students, parents, and teachers, to identify those as employees or strangers.

RESOLUTION 2015/16
NO. 660 NON-
REELECTION OF
TEMPORARY
CERTIFICATED
EMPLOYEES

Adopted Resolution 2015/16 No. 660, Non-Reelection of Temporary Certificated Employees, as attached, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF
COMPREHENSIVE
SCHOOL SAFETY PLAN
FOR 2015/16 SCHOOL
YEAR

Dr. Sheri McDonald, Assistant Superintendent of Curriculum, shared California Education Codes 35294.6 and 32282 require each school to maintain, a comprehensive school safety plan including specific elements such as emergency numbers, ingress and egress, practice drills, evacuation procedures, campus maps, etc. All plans are to be reviewed and approved by the School Site Council each year before March 1 to ensure policies and procedures are current.

Dr. McDonald further shared that copies of the plan are available at each school site.

It was moved, seconded, and carried by unanimous vote (4 – 0) to approve the 2015/16 signature pages of the Comprehensive School Safety Plan for each school site, and authorized the Superintendent or designee to execute the necessary documents.

BOARD MEMBER/
SUPERINTENDENT
COMMENTS

Mr. Schambeck shared that we have had about four or five students lose their mother or father at Rancho-Starbuck and are grieving while the school year is winding down and some are preparing to graduate and move on to High School. If we can keep them in our thoughts during this difficult time, it would be greatly appreciated.

ADJOURNMENT

President Jones declared the meeting adjourned at 8:50 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:
