

Lowell Joint School District
11019 Valley Home Avenue, Whittier, CA 90603

REGULAR MEETING OF THE BOARD OF TRUSTEES
October 2 2023 – 7:30 p.m.

AGENDA

I. Call to Order

6:30 p.m.

Lowell Joint School District Character Education and Patriotic Education Focus of the Month:

INFORMATION

- Character Trait: Resourcefulness - The ability to find solutions to overcome difficulties; working smarter, not harder. Self-control and making good choices. Self-care (physical emotional, mental).
- Patriotic Focus: Veterans Day
- Honoring Character & Patriotism In Action: Veterans Day - Thank You for your service Banner

A. Comments from the Public

INFORMATION

1. Board Agenda Items: Any member of the audience may speak to any agenda item by submitting a “Presentation Card” (supply located on the table near double exit doors). Please hand the completed card to the secretary. When the item is considered by the Board, individuals submitting presentation cards will be called upon prior to Board action. Speakers must limit their comments to three (3) minutes. The Board shall limit the total time for public input on each item to 30 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard.
2. Topics Not on Agenda: Anyone in attendance may address any issue by following the same identification process as shown in I-A-1 above. Since the Board cannot take action on items which are not on the agenda, such items will be referred to the Superintendent for handling. Individuals interested in speaking to items which are not on the agenda will be called upon under Item IV.

B. Closed Session

6:30 p.m.

1. Pupil Personnel Matters/Advice from Legal Counsel – Existing and Anticipated Litigation (Disclosure of Case Name Would Jeopardize Potential Settlement Negotiations)/Real Property/Liability Claims/Negotiations/ Public Employee Appointments – Discipline – Dismissal – Release (Government Code Section 54957)/ Employer/Employee Relations
2. Public Employee Negotiations – Certificated School Employees Association (LJEA)/ Classified School Employees Association (CSEA); Agency Negotiator: Mr. Coombs

3. Superintendent's Evaluation (Pursuant to Government Code Section 54957)

C. Regular Session

Approximately
7:30 p.m.

II. Preliminary Procedural – Board President

A. Salute to the Flag

B. Reporting Out Action (if any) Taken in Closed Session

C. Introductions and Welcome of Guests

D. Comments from the Public

1. Board Agenda Items: Any member of the audience may speak to any agenda item by submitting a "Presentation Card" (supply located on the table near double exit doors). Please hand the completed card to the secretary. When the item is considered by the Board, individuals submitting presentation cards will be called upon prior to Board action. Speakers must limit their comments to three (3) minutes. The Board shall limit the total time for public input on each item to 30 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard.

INFORMATION

2. Topics Not on Agenda: Anyone in attendance may address any issue by following the same identification process as shown in II-D-1 above. Since the Board cannot take action on items which are not on the agenda, such items will be referred to the Superintendent for handling. Individuals interested in speaking to items which are not on the agenda will be called upon under Item IV.

E. Acknowledgement of Correspondence to the Board

INFORMATION

F. Approval of Agenda

ACTION

G. Approval of Minutes from the September 11, 2023, Regular Board Meetings

ACTION

III. Reports

INFORMATION

A. Timely Information from Board and Superintendent – Board President

B. School Reports

(School Reports will be the First Meeting of the Month)

III. Topics Not on the Agenda

V. General – Jim Coombs

- A. Submission of Williams Litigation Settlement – Quarterly Uniform Complaint Reports for 1st Quarter July 1 – September 30, 2023 ACTION
- B. Resolution 2023/2024 No. 904 Proclaiming October 8-14, 2023, as “Week of the School Administrator” ACTION/
(RESOLUTION)
- C. Resolution 2023/2024 No. 905 Proclaiming October 23 – 31, 2023, as “Red Ribbon Week” ACTION/
(RESOLUTION)
- D. Approval of the Lowell Joint School District Core Values and Guiding Goals and Vision 2030 Road Map ACTION
- E. Approve that the Scope of the Work and the Letter of Agreement with True North, Inc., to Conduct a Voter Survey regarding the possible Issuance of General Obligation Bonds ACTION
- F. Revision and Adoption of Student – Intradistrict Enrollment and Transfers Board Policies BP 5116.1, BP 5117.1 AR 5116.1, AR 5116.2, AR 5517, AR 5118 ACTION
- G. Revision and Adoption of Students – Social Media Board Policies BP 1114, AR 1114, AR 1114 (a) ACTION
- H. Revision and Adoption of Student – Dress and Grooming Board Policies BP 5132, AR 5132, AR 5132 (a) ACTION
- I. Selection and Purchase of Pathful Explore Plus and Pathful Junior and Supplemental Materials Subscription for 2023/2024 school year INFORMATION/
ACTION

VI. Business Services – David Bennett

- A. Approval of 2022/23 Unaudited Actuals and Concurrent Approval of the Fund Balance Changes to the District’s 2023-24 Beginning Budgeted Balances ACTION/
(RATIFICATION)
- B. Ratification of Additional Professional Services Agreement with A-Tech Consulting for Hazardous Materials Monitoring, at Rancho Starbuck Intermediate School ACTION/
(RATIFICATION)
- C. Approval of Deductive Change Order from Forma Engineering and Contracting, Inc., for the Meadow Green Elementary School Slope Bank ACTION

Restoration Project (Bid #2223-03)

- | | | |
|----|---|--------|
| D. | Approval of Deductive Change Order from Post Bros Construction Co., for Maybrook Interim Housing Phase II for Rancho Starbuck Intermediate School Project | ACTION |
| E. | Acceptance of the Lowell Joint School District Long Range Facilities Master Plan | ACTION |

VII. Human Resources – Jim Coombs

No Items Except on Consent

VIII. Educational Services – Sheri McDonald

- | | | |
|----|---|--|
| A. | Resolution 2023/2024 No. 906 Regarding Sufficiency of Instructional Materials for 2023/2024 | PUBLIC HEARING/
ACTION/
(RESOLUTION) |
| B. | Presentation of Student Achievement for 2022/2023 School Year | INFORMATION |

IX. Administrative Services – Carl Erickson

- | | | |
|----|---|-------------------------|
| A. | Resolution 2023/2024 No. 907 Declaring October 9-13, 2023 as “National School Lunch Week” | ACTION/
(RESOLUTION) |
| B. | Maintenance & Operations Summer 2023 Recap Presentation | INFORMATION |

X. Consent Calendar

Action by the Board in adoption of the “Consent Calendar” means that all items appearing in this section are adopted by one single motion, unless a Member of the Board or the Superintendent requests that any such item be removed from the “Consent Calendar” and voted upon separately. Generally, “Consent Calendar” items are enacted upon in one action to conserve time and permit focus on other-than-routine matters.

A. General - Jim Coombs

- | | | |
|----|---|---------------------------|
| 1. | Approval of Memorandum of Understanding Between Hazel Health and Lowell Joint School District for the school year 2023/2024 | ACTION/
(RATIFICATION) |
| 2. | Approval of Independent Contract with Little Ears Therapy Center for speech services for the 2023-2024 School Year | ACTION/
(RATIFICATION) |
| 3. | Approval of Independent Contract with Dynamic Vision Optometry / Kohtz & Spurling for an Independent Educational Evaluation (IEE) for the | ACTION/
(RATIFICATION) |

2023-2024 School Year

4. Approval of Agreement with Behavior and Education Inc., a Nonpublic Nonsectarian Agency, to Provide additional direct Behavioral Intervention Services for select district students for the 2023/2024 School Year. ACTION/
(RATIFICATION)
 5. Approval of Consultant Agreement with Mr. Omar Morales to Provide After-School Coaching Services for the 2023/24 School Year ACTION
 6. Approval of Consultant Agreement with Mr. Larry Costello to Provide After-School Coaching Services for the 2023/24 School Year ACTION
 7. Approval of Agreement Between CIMI Toyon Bay Guided Discoveries, Inc. and El Portal Elementary School for the Catalina Field Trip on Monday, March 11, 2024 through Wednesday, March 13, 2024 ACTION
- B. Business Services – David Bennett
1. Purchase Order Listing Report/Check Register 2023/2024 #3 ACTION/
(RATIFICATION)
 2. Consolidated Check Register Listing Report 2023/2024 #3 ACTION/
(RATIFICATION)
- C. Human Resources – Jim Coombs
1. Employer-Employee Relations/Personnel Report 2023/2024 #3 Which Includes Hiring, Resignations, Contract Adjustments, and Retirements for Certificated, Classified, and Confidential Employees ACTION/
(RATIFICATION)
- D. Educational Services – Sheri McDonald
1. Approval of Agreement with the Orange County Department of Education to provide Professional Development on November 1, 2023 ACTION
 2. Approval of Consultant Agreement with Hannah Mangold to provide Dance and Theatre Workshop Classes for Expanded Learning Opportunities Program for the 2023/24 School Year ACTION
 3. Approval of Consultant Agreement with Alan Han to Provide Drumline Instruction at Rancho-Starbuck Intermediate School for the 2023/24 School Year ACTION
 4. Approval of Consultant Agreement with Alejandro Lopez Jr. to Provide Drumline Instruction at Rancho-Starbuck Intermediate School for the ACTION

2023/24 School Year

5. Approval of Consultant Agreement with Edward Mijares to Provide Drumline Instruction at Rancho-Starbuck Intermediate School for the 2023/24 School Year ACTION
6. Approval of Consultant Agreement with RMH Dance & Productions to Provide Audio Equipment Services for Lowell Joint Youth Theatre Lion King ACTION
7. Approval of Consultant Agreement with Isabel Araiza to Provide Drumline Instruction at Rancho-Starbuck Intermediate School for the 2023/24 School Year ACTON

XI. Board Member/Superintendent Comments

XII. Adjournment

ADJOURNMENT

Recess and/or closed session to be called at the discretion of the Board. Meetings of the Board shall adjourn at or before 11:00 p.m. unless approved by a majority vote of the Board.

Materials related to this agenda submitted to the Board of Trustees less than 72 hours prior to the meeting are available for public inspection by contacting the Superintendent's Office at 11019 Valley Home Avenue, Whittier, CA 90603, or (562) 902-4203 during normal business hours.

The next scheduled Lowell Joint School District Board of Trustees Meeting is Monday, November 6, 2023.

Lowell Joint School District
11019 Valley Home Avenue, Whittier, CA 90603

MINUTES REGULAR MEETING OF THE BOARD OF TRUSTEES
September 11, 2023

Call to Order	President Shaw called the meeting to order at 6:30 p.m. at Lowell Joint School District, 11019 Valley Home Avenue, Whittier, CA 90603.
Topics Not on the Agenda	None.
Closed Session	President Shaw declared the meeting recessed to closed session at 6:31 p.m.
Call to Order	<p>President Shaw reconvened the meeting to order at 7:37 p.m.</p> <p>The flag salute was led by two Macy Elementary students, Jackson Page and Robert La Voie.</p> <p>Mr. Coombs introduced the video in remembrance of 9-11. He stated that we want to remember the people that sacrificed their lives for us and saved other people on that day. We want to honor them.</p> <p>Ms. Shaw said that she was able to go to Jordan that morning and watch the preschooler that had a song in remembrance of 9-11. She doesn't think that anyone here over 27 years old would not say, I know exactly where I was when this happened. We all have a remembrance of where we were.</p> <p>Trustees Present: Karen L. Shaw, Anastasia M. Shackelford, Anthony A. Zegarra, Christine J. Berg</p> <p>Trustees Absent: Melissa A. Salinas</p> <p>Staff Present: Jim Coombs, Superintendent of Schools, Sheri McDonald, Assistant Superintendent of Educational Services, David Bennett, Assistant Superintendent of Business Services and Carl Erickson, Assistant Superintendent of Administrative Services</p> <p>Staff Absent: None</p>
Reporting out Action (if any) Taken in Closed Session	The Board took action (4-0) to accept and to agree to the terms of OAH case number 2023050562, and directed the Superintendent or designee to execute the necessary documents.
Introductions and Welcome of Guests	President Shaw welcomed the guests and staff in attendance, LJEAs members and Margaret Palmer.
Acknowledgement of Correspondence	None.

- Approval of Agenda It was moved, seconded, and carried by unanimous vote, (4 – 0) to approve the amended September 11, 2023, Board agenda.
- Approval of Minutes It was moved, seconded, and carried by unanimous vote, (4-0) to approve the minutes from the August 7, 2023, Regular Board Meeting.
- Timely Information from
Board and Superintendent –
Board President Mr. Coombs said that Board Member Melissa Salinas was unable to come this evening as she was ill. On her behalf, he needs to announce publicly that Mrs. Salinas’s home is up for sale and has actually sold and is in escrow. She is announcing her retirement resignation effective October 6, 2023. She will be here and the board meeting on October 2 will be her last board meeting. This starts a clock by which we have to go through the interview process. That is to be discussed under item IV.
- School Reports Macy students Jackson Page and Robert La Voie read the Macy school report and each Board member shared highlights of their respective schools.
- Topics Not on the Agenda There are not blue cards submitted.
-Mr. Coombs stated that with Melissa Salinas’s resignation retirement this was the unexpected topic to discuss publicly. We want to get direction from the Board as we move forward. As a reminder, she lives in election zone 1, anyone who would apply for this position must live in that election zone. We have 60 days to complete this process. As you will recall I have been here seven years and we have done this six times. This opening is too far from the next election in November of 2024, which means this position would conclude in November of 2024. So when you appoint somebody they would be in that position until November of 2024 and have to rerun for that position for the full term. We would notify everybody by email and phone message in zone 1. We typically post for three weeks. The Board must conduct interviews during open session.
Once you go through the interview process, you would pick a person and swear them in during open session and then they would then be on the Board for the conclusion of that term. We would suggest that we post it beginning tomorrow through the end of September. We can schedule a special board meeting but if we stay on the schedule, you can keep it in the normal board meetings we have. So we recommend to post it tomorrow, close it the end of September. At the board meeting in October, you are able to see how many people applied and recommend that you do interviews at the regular November 6 board meeting. You would add time to that board meeting for interviews. Do the open interviews, pick whomever, have them sworn in and then they would go to close session and do open session at The November 6 Board meeting. Then they would be here for the December reorganization Board meeting. That is the timeline.
-Mrs. Shackelford asked if the timeframe is 60 or 90 days.
-Mr. Coombs said that it was 60 days.
-Mrs. Shackelford said that her official resignation date is October 6 and Mr. Coombs said that you would have to appoint somebody by November 17. We need to let LACOE and OCDE know by November 17 in accordance with EdCode.

-Mrs. Shackelford said that it is 60 days to appoint from her day of resignation and it is ok that we are starting the application process before that official day.

-Mr. Coombs said yes because she has put it in writing that she is resigning. This time we have a month to plan.

-Mrs. Shackelford said that three weeks is enough time to open up the applications.

-Mr. Coombs said that it is actually two to three days longer that what we have done so in the past.

-Mrs. Shackelford said that when the applications come in that part of the screening is to make sure that they are in the right zone.

-Mr. Coombs said yes. You are able go to the website and check on the interactive map as well.

-Mrs. Shackelford said that our trustee areas are shifted just enough that they are not our attendance areas.

-Mr. Coombs said that when the demographer redid the trustee areas they asked that it meet the law but make sure that every voting zone covered two schools.

-Mrs. Berg said that technically we have three schools with Rancho. The attendance area is that Rancho is all ours.

-Ms. Shaw said that there is no vote on this.

-Mr. Coombs said that we need direction if the plan that was shared with you is what you want me to do.

-Mrs. Shackelford said yes.

-Mrs. Berg said yes it makes sense and gives us enough time to look at these things.

-Ms. Shaw said we all have to nod in agreement.

-Mr. Coombs said tomorrow it will post and we will send emails out, publish in the local newspapers and social media.

Resolution 2023/2024 No.
900 Proclaiming September
17 – 23, 2023, as
“Constitution Week”

It was moved, seconded, and carried by unanimous roll call vote, (4-0) to adopt Resolution 2023/2024 No. 900 Proclaiming September 17-13, 2023, as “Constitution Week”, and that the Superintendent or designee be authorized to execute the resolution.

Resolution 2023/2024 No.
901 Designating October

It was moved, seconded, and carried by unanimous roll call vote, (4-0) to adopt Resolution 2023/2024 No. 901 Designating October 2023 as “Character Education

2023 as “Character Education Month”

Month”, and that the Superintendent or designee be authorized to execute the resolution.

Approval of the Lowell Joint School District’s Response to the 2022-23 Orange County Grand Jury Report: “Russian Roulette: Fentanyl in Orange County”

In accordance with California Penal Code sections 933 and 933.05, the Orange County Grand Jury has requested that the Lowell Joint School District respond to findings and recommendations in the 2022-2023 Orange County Grand Jury report entitled “Russian Roulette: Fentanyl in Orange County,” published on June 21, 2023. Below are the responses of the Lowell Joint School District, as approved by the Board of Education on September 11, 2023.

FINDINGS:

Finding 2: Illicit fentanyl is a pervasive problem in Orange County.

Response to Finding 2:

The Lowell Joint School District agrees with this finding.

Finding 7: Orange County will benefit by establishing a chartered multi-agency Task Force to address the fentanyl crisis in Orange County.

Response to Finding 7:

The Lowell Joint School District agrees with this finding.

Finding 8: As long as there is a demand, producers will find ways to supply drugs. Orange County cannot law enforce its way out of the fentanyl crisis. Education, prevention, and treatment are critical to reducing demand.

Response to Finding 8:

The Lowell Joint School District agrees with this finding.

Finding 9: There is a need to increase public awareness and acknowledgement of the risks of illicit fentanyl.

Response to Finding 9:

The Lowell Joint School District agrees with this finding.

Finding 10: Some educational institutions are not participating in available educational and preventive fentanyl/drug programs.

Response to Recommendation 6:

The recommendation has been implemented, with a summary regarding the implemented action. The Lowell Joint School District would be receptive should the Orange County Department of Education promote the use of currently established and in-place fentanyl and drug-related educational programs offered by OC agencies and non-governmental organizations to all K-12 school districts in Orange County.

It was moved, seconded, and carried by unanimous vote, (4-0) to approve the responses of the Lowell Joint School District recommendations in the 2022-2023 Orange County Grand Jury report entitled “Russian Roulette: Fentanyl in Orange County,” published on June 21, 2023, and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of Agreement with PQBids for Web-Based Program used to Prequalify Contractors

It was moved, seconded, and carried by unanimous vote, (4-0) to approve the Agreement with PQBids for Web-Based Program used to Prequalify Contractors for the period of September 12, 2023 through September 11, 2024, at a rate not to exceed \$15,000, and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of Piggyback Contract with CN School & Office Solutions, Inc. for Furniture: Systems and Stand Alone (San Bernardino County Unified School District Bid #23/24-0005)

It was moved, seconded, and carried by unanimous vote, (4-0) to approve the Piggyback Contract with CN School & Office Solutions, Inc. for Furniture: Systems and Stand Alone for an amount not to exceed \$450,000.00, and that the Superintendent or designee be authorized to execute the necessary documents.

Ratification of Agreement with Orbit Event Rentals, Inc. for the purchase and installation of Lunch Shelter Canopy Lighting and Accessories at Maybrook Elementary School (Temporary Housing for Rancho Intermediate School)

It was moved, seconded, and carried by unanimous vote, (4-0) to approve the ratified agreement with Orbit Event Rentals, Inc. for the Purchase and installation of a Lunch Shelter canopy lighting at Maybrook for Rancho Starbuck, Financial Impact:\$1,242.79, Funding Source:Measure LL General Obligation Fund – Fund 21.0, and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of Agreement with Orrick, Herrington & Sutcliffe, LLP, to provide Bond and Disclosure Counsel Services for the Possible Issuance of Future General Obligation Bonds

It was moved, seconded, and carried by unanimous vote, (4-0) to approve the agreement with Orrick, Herrington & Sutcliffe, to provide Bond and Disclosure Counsel Services for the Possible Issuance of General Obligation Bonds, and that the Superintendent or designee be authorized to execute the necessary documents.

Resolution 2023/2024 No. 902 for Approval to Delegate Authority to the Superintendent of Schools, or Designee, to Certify Documents, Act as a Liaison with the Office of Public School Construction and Staff to the State Allocation Board

It was moved, seconded, and carried by unanimous roll call vote, (4-0) to adopt Resolution 2023/2024 No. 902 for Approval to Delegate Authority to the Superintendent of Schools, or Designee, to Certify Documents, Act as a Liaison with the Office of Public School Construction and Staff to the State Allocation Board, and that the Superintendent or designee be authorized to execute the necessary documents.

Resolution 2023/24 No. 903 Gann Amendment Appropriations Limit

It was moved, seconded, and carried by unanimous roll call vote, (4-0) to adopt Resolution 2023/24 No. 903 Gann Amendment Appropriations Limit, and that the Superintendent or designee be authorized to execute the necessary documents.

Consent Calendar

It was moved, seconded, and carried by a unanimous vote, (4 – 0), to approve/ratify the following items, under a consent procedure.

Approval of Consultant Agreement with Brianna Velarde to Provide Graphic Design Work for District Communication of Programs and Facilities for the 2023/24 School Year

Approved the consultant agreement with Brianna Velarde to provide graphic design work for District communication of programs and facilities for the 2023/24 school year, for an amount not to exceed \$3,500.00, and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of Memorandum of Understanding Agreement between Chapman University and Lowell Joint School District, Effective August 1, 2023 through June 30, 2028

Approved the Memorandum of Understanding with Chapman University, effective August 1, 2023 through June 30, 2028, and that the Superintendent or designee be authorized to execute the necessary documents.

Purchase Order Listing Report/Check Register 2023/2024 #2

Approved the Purchase Order Listing Report/Check Register 2023/2024 #2, issued July 1, 2023, through July 31, 2023, as attached, and that the Superintendent or designee be authorized to execute the necessary documents.

Consolidated Check Register Listing Report 2023/2024 #2

Approved the Consolidated Check Register Listing Report 2023/2024 #2, issued July 1, 2023, through July 30, 2023, as attached, and that the Superintendent or designee be authorized to execute the necessary documents.

Acceptance of Notice of Completion, Tricore Enterprises Inc., dba Quiel School Signs for Marquee Installation at El Portal Elementary School

Accepted a Notice of Completion, Tricore Enterprises Inc., dba Quiel School Signs, El Portal Elementary, \$20,682, and that the Superintendent or designee be authorized to execute the necessary documents.

Employer-Employee Relations/Personnel Report 2023/2024 #2 Which Includes Hiring, Resignations, Contract Adjustments, and Retirements for Certificated, Classified, and Confidential Employees

Ratified Employer-Employee Relations/Personnel Report 2023/2024 #2, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.

Approval of the 2022-2023 Classified Management Salary Schedule, Effective August 1, 2023, with the Addition of the Network and

Approved the 2022-2023 Classified Management salary schedule, effective August 1, 2023, with the addition of the Network and Data Systems Technology Supervisor position, and that the Superintendent or designee be authorized to execute the necessary documents.

Data Systems Technology
Supervisor Position

Approval of the 2022-2023
Certificated Management
and Supervisory Salary
Schedule, Including the
Addition of the Board
Certified Behavioral
Analyst position, effective
September 1, 2023

Approved the 2022-2023 Certificated Management and Supervisory salary schedule effective July 1, 2022, including the addition of the Board Certified Behavioral Analyst position, effective September 1, 2023, and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of Agreement
with Franchise
Consulting/Derek Francis
to Provide Professional
Development during 2023-
2024 School Year to
Rancho-Starbuck Staff

Approved the contract with Franchise Consulting/Derek Francis, at a cost not to exceed \$17,000.00 and will be covered by Rancho Starbuck Site funds, and the Superintendent or designee be authorized to execute the necessary documents.

Approval of Agreement
with Shane Twamley to
Provide Intervention and
Saturday School Sessions
during 2023-2024 School
Year to Rancho-Starbuck

Approved the contract with Shane Twamley, at the amount of 3,000.00 per month at a cost not to exceed \$30,000.00, to be covered by ESSER funds, and the Superintendent or designee be authorized to execute the necessary documents.

Approval of Consultant
Agreement with Summer
Davis to provide "Digging
with Mrs. Davis"
Gardening/Science
Enrichment Classes for
PowerSource during the
2023-24 School Year

Approved the consultant agreement for Summer Davis to provide Gardening & Science Enrichment for the PowerSource Expanded Learning for Lowell Joint School District during the 2023-24 school year, at an amount not to exceed \$3,000.00 to be paid by Fund 12 ELOP funds, and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of Ratification of
Agreement #14082 with
Thinking Maps Inc. to
Provide Professional
Development During the
2023-24 School Year

Approved the ratified agreement with Thinking Maps Inc. to provide on-site Professional Development during the 2023-24 school year at a cost NTE \$1,800 per Agreement #14082, and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of Agreement
#14179 with Thinking Maps
Inc. to Provide Professional

Approved the agreement with Thinking Maps Inc. to provide an on-site Professional Development on November 1, 2023 per Agreement #14179 be approved and that the Superintendent or designee be authorized to execute the necessary documents.

Development on November
1, 2023

Approval of Short Term
Rental Agreement with
Whittier College Program

Approved the Short Term Agreement with Whittier College at a total cost of \$3,400, Funding for this expenditure will be covered by 6762 – Arts & Music Block Grant, and that the Superintendent or designee be authorized to execute the necessary documents.

Officials to Provide Referee
Services for After School
Sports Programs

Approved the agreement with All American Officials for Referee Services, at the rate not to exceed \$5,000, and that the Superintendent or designee be authorized to execute the necessary documents.

Board
Member/Superintendent
Comments

-Mrs. Shackelford said that she was going to miss Mrs. Salinas and that she is happy for her. She is moving to a place that she is closer to her grandkids and she is going to be missed. She is a definite asset to the board and will be missed.

-Mr. Coombs said that he wanted to clarify that the date was October 2 not October 6 that was referred to earlier. He wanted to also share that there are plenty of boards in LA and OC that do not function as one. Melissa has been a great part of making this group function as one unit. This is abnormal to function as one and is grateful to serve with that.

-Ms. Shaw said a farewell to Melissa. They were elected together and served together. She is happy to wish her well but sad to see her leave. She is pleased with the way that Maybrook has turned into Rancho. It is an amazing transformation that she saw when she went to back to school night.

-Mrs. Shackelford said that every staff has had the misfortune of spending a year except El Portal. Olita got lucky because that was the year that was in distance learning. Three other schools had to spend the entire year there did well. Her son actually likes being on that campus better than Rancho because all of the eighth grade classes are in the same corner and he did not have to walk as far between classes.

-Mr. Zegarra wished the staff in the audience a wonderful school year and thanked them all for they do. We wouldn't be Lowell Joint without you in the classroom and it is a pleasure to be part of the leadership that drives the district.

-Mrs. Berg said that she appreciated that they were able to go to so many back to school nights to see individual campuses. It was a gift to walk through classrooms, to see the excitement and hear the programs. We are blessed to have the quality we have in this district.

Adjournment

President Shaw adjourned the meeting at 8:18 p.m. in accordance with Government Code Section 54956.9 (a, b, c) and indicated no further public action would be taken.

Date Approved:

Clerk/President/Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2023/2024 NO. 900

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT,
LOS ANGELES AND ORANGE COUNTIES, CALIFORNIA,
PROCLAIMING SEPTEMBER 17-23, 2023, AS
“CONSTITUTION WEEK”**

WHEREAS, our Founding Fathers, in order to secure the blessings of liberty for themselves and their posterity, did ordain and establish a Constitution for the United States of America; and

WHEREAS, it is of the greatest importance that all citizens fully understand and appreciate the philosophical foundation of the Constitution as well as the provisions and principles contained in the Constitution in order to support, preserve, and defend it against all encroachment; and

WHEREAS, the anniversary of the Signing of the Constitution provides a historic opportunity for all Americans to realize the achievements of the Framers of the Constitution and the rights, privileges, and responsibilities it affords; and

WHEREAS, the independence guaranteed to American citizens, whether by birth or naturalization, should be celebrated by appropriate ceremonies and activities during Constitution Week, September 17-23, 2023, as designated by proclamation of the President of the United States of America in accordance with Public Law 915.

THEREFORE, BE IT FURTHER RESOLVED, that we, the Board of Trustees of the Lowell Joint School District, do hereby proclaim September 17-23, 2023 as:

CONSTITUTION WEEK

And urge all citizens, parents, staff members, and students to reflect during the week on the many benefits of our Federal Constitution and American citizenship.

APPROVED AND ADOPTED this 11th day of September 2023, by the following vote:

AYES: Karen L. Shaw, Anastasia M. Shackelford, Anthony A. Zegarra, Christine J. Berg

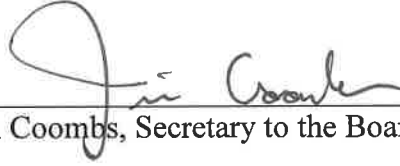
NOES: None

ABSENT: Melissa A. Salinas

ABSTAIN: None

I, Jim Coombs, Secretary to the Board of Trustees of the Lowell Joint School District of Los Angeles and Orange Counties, California, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board of Trustees at a regular meeting thereof held on the 11th day of September, 2023, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 11th day of September 2023.

A handwritten signature in cursive script, appearing to read "Jim Coombs", is written above a horizontal line.

Jim Coombs, Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2023/2024 NO. 901

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT
OF LOS ANGELES AND ORANGE COUNTIES, CALIFORNIA,
DESIGNATING OCTOBER 2023 AS
“CHARACTER EDUCATION MONTH”**

WHEREAS, the American heritage and laws reflect a common core of religious, personal and social values that hold the citizens of this democracy responsible for acting morally and ethically, being actively involved in school and community, resolving differences peacefully, and respecting the rights, dignity and property of others;

WHEREAS, the character of our state is only as strong as the character of each individual citizen;

WHEREAS, although character development is, first and foremost, an obligation of families and the efforts of religious communities, schools, and youth, civic and human service organizations also play a very significant role in supporting family efforts by fostering and promoting good character;

WHEREAS, the State Board of Education believes that all educators are obliged to inculcate in our youth the moral and ethical virtues that build a fundamental strength of character;

WHEREAS, the common core of personal and social values, including honesty, trustworthiness, respect, responsibility, fairness, caring, citizenship, civic virtue, and personal responsibility, should be emphasized consistently and comprehensively in all curricula and instructional activities;

NOW, THEREFORE, BE IT RESOLVED, that the State Board of Education recognizes October 2023 as *Character Education Month* and encourages local educational agencies throughout California to commemorate *Character Education Month* and otherwise help ensure that the development of strong moral character and the promotion of responsible, ethical, civic-minded behavior are well and thoroughly integrated into the schools’ curricula and instructional activities.

APPROVED AND ADOPTED this 11th day of September 2023, by the following vote:

AYES: Karen L. Shaw, Anastasia M. Shackelford, Antony A. Zegarra, Christine J. Berg

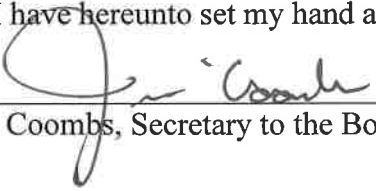
NOES: None

ABSENT: Melissa A. Salinas

ABSTAIN: None

I, Jim Coombs, Secretary to the Board of Trustees of the Lowell Joint School District of Los Angeles and Orange Counties, California, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on the 11th day of September, 2023, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 11th day of September 2023.



Jim Coombs, Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT
September 11, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of the Lowell Joint School District's Response to
the 2022-23 Orange County Grand Jury Report: "Russian
Roulette: Fentanyl in Orange County"

ACTION/
(RATIFICATION)

Lowell Joint School District's Response to the 2022-23 Orange County Grand Jury Report:
"Russian Roulette: Fentanyl in Orange County".

In accordance with California Penal Code sections 933 and 933.05, the Orange County Grand Jury has requested that the Lowell Joint School District respond to findings and recommendations in the 2022-2023 Orange County Grand Jury report entitled "Russian Roulette: Fentanyl in Orange County," published on June 21, 2023. Below are the responses of the Lowell Joint School District, as approved by the Board of Education on September 11, 2023.

FINDINGS:

Finding 2: Illicit fentanyl is a pervasive problem in Orange County.

Response to Finding 2:

The Lowell Joint School District agrees with this finding.

Finding 7: Orange County will benefit by establishing a chartered multi-agency Task Force to address the fentanyl crisis in Orange County.

Response to Finding 7:

The Lowell Joint School District agrees with this finding.

Finding 8: As long as there is a demand, producers will find ways to supply drugs. Orange County cannot law enforce its way out of the fentanyl crisis. Education, prevention, and treatment are critical to reducing demand.

Response to Finding 8:

The Lowell Joint School District agrees with this finding.

Superintendent's Comment:

APPROVAL RECOMMENDED.

Finding 9: There is a need to increase public awareness and acknowledgement of the risks of illicit fentanyl.

Response to Finding 9:

The Lowell Joint School District agrees with this finding.

Finding 10: Some educational institutions are not participating in available educational and preventive fentanyl/drug programs.

Response to Finding 10:

The Lowell Joint School District agrees with this finding.

RECOMMENDATIONS:

Recommendation 1: By January 1, 2024, the Orange County Board of Supervisors should charter a multi-agency Task Force to address the fentanyl crisis. (F2, F7, F8, F9)

Response to Recommendation 1:

The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation. The Lowell Joint School District will participate should the Orange County Board of Supervisors form a charter a multi-agency task force to address the fentanyl crisis and should the Lowell Joint School District be invited to join the task force.

Recommendation 5: By January 1, 2024, the Orange County Department of Education should develop a model fentanyl/opioid prevention educational program to be offered to all K-12 school districts in Orange County. (F2, F8, F9, F10)

Response to Recommendation 5:

The recommendation has been implemented, with a summary regarding the implemented action. The Lowell Joint School District would accept an offer from the Orange County Department of Education should it develop a model fentanyl/opioid educational program and offer it to K-12 school districts in Orange County.

Recommendation 6: By October 1, 2023, the Orange County Department of Education should promote the use of currently established and in-place fentanyl and drug-related educational programs offered by OC agencies such as Health Care Agency, OC Sheriff's Department, and non-governmental organizations to all K-12 school districts in Orange County. (F2, F8, F9, F10)

Superintendent's Comment:

APPROVAL RECOMMENDED.

Response to Recommendation 6:

The recommendation has been implemented, with a summary regarding the implemented action. The Lowell Joint School District would be receptive should the Orange County Department of Education promote the use of currently established and in-place fentanyl and drug-related educational programs offered by OC agencies and non-governmental organizations to all K-12 school districts in Orange County.

It is recommended to approve the responses of the Lowell Joint School District recommendations in the 2022-2023 Orange County Grand Jury report entitled “Russian Roulette: Fentanyl in Orange County,” published on June 21, 2023, and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent’s Comment:

APPROVAL RECOMMENDED.



12711 Newport Ave. Ste. G
Tustin, CA 92780
Tel 888-218-4173
PQBids.com

Lowell Joint School District

July 17, 2023

Prequalification of contractors - Option 1

We at PQBids propose the following services to Lowell Joint School District in the amount of:

1 year: \$15,000

2 years: \$28,500

3 years: \$40,500

1. To utilize our online automated prequalification web-based services for your school district.
2. Pre-qualify contractors using the DIR approved questionnaire.
3. Conducts interview process of two (2) prior projects.
4. Verify contractors past two (2) years of audited, or reviewed, financials by our in-house CPA.
5. Verify their surety letter and their accountant release letter.
6. Verify all contractors licenses.
7. Verify all contractors DIR Registration.
8. View all approved general contractors and sub-contractors on your homepage.
9. We will provide all technical support.
10. Contractors are approved for a term of 1 year from the date approved.
11. Appeal procedures noted on our website and through our tutorials. PQBids excludes all appeals procedures.

Additional CUPCCAA software

Option A

PQBids manages CUPCCAA software which includes the following:

1. Verify all contractors' licenses.
2. Verify all contractors DIR Registration.
3. Verify contractors have the necessary insurance to work.
4. We will additionally advertise once a year to designated approved construction trade journals for the districts, inviting all licensed contractors to register as well as all contractors that are already in PQBids database. PQBids alone has over 4000 contractors.
5. We will approve the contractors so all you would have to do is login and see your full list of contractors populated.

Additional \$3,000 per year (Normal price \$4,500 per year if no AB2031 Option)

Option B

District manages CUPCCAA software including approving and denying contractors.

\$4,500 per year.

AB2031 Option 1 & CUPCCAA Option A

1 year: \$18,000

2 years: \$34,500

3 years: \$49,500

Print Name: _____

Signature: _____

Date: _____

Authorized signature only

All agreements are subject to our terms and conditions and policies per website pqbids.com

The Bids are due to the Front Desk Receptionist at the time and date specified within the Bid document. Electronic submission of the Bid will **NOT** be accepted.

NOTICE CALLING FOR BIDS

**FURNITURE: SYSTEMS AND STAND ALONE
BID NO. 23/24-0005**

BID DEADLINE: Wednesday, June 21, 2023 2:00 P.M.

PLACE OF OPENING: San Bernardino County SUPERINTENDENT of Schools
ATTN: Front Desk Receptionist
760 East Brier Drive
San Bernardino, CA 92408

Notice is hereby given that the San Bernardino County Superintendent of Schools hereafter called **SUPERINTENDENT**, will receive sealed bids up to, but not later than, the time fixed above for procuring furniture: new or refurbished, systems, stand alone and classroom furniture as required by the **SUPERINTENDENT**.

All bids shall be made on the bid form furnished by the **SUPERINTENDENT**.

Each bid must conform and be responsive to all pertinent Bidding and Contract Documents.

Bids shall remain open, valid and subject to acceptance anytime within ninety (90) days after the bid opening date and time unless otherwise stipulated.

The successful **VENDOR** may be required to furnish a Performance Bond in the amount at a level to be determined by the **SUPERINTENDENT**.

Sealed bids will be received by the Front Desk Receptionist, 760 East Brier Drive, San Bernardino, CA 92408, on or before the time and date stated above. Bids will remain sealed until the time and date stated. Bids must be sealed and clearly marked on the outside of the envelope in the lower left-hand corner "**BID ENCLOSED - #23/24-0005 Furniture: Systems and Stand Alone**"

No **VENDOR** may withdraw his bid for a period of 90 days after the date set for the opening thereof.

To request a copy of the Bid document, please contact Procurement and Warehouse Services at (909) 386-9508 or visit <https://www.sbcss.k12.ca.us/index.php/business-services/business-support-services/procurement-and-warehouse-services/bids-upcoming>

ELECTRONIC SUBMISSION OF BIDS WILL NOT BE ACCEPTED.

Respectfully,

Amber L Arias, Manager Procurement Services

Advertisement #1: May 30, 2023

Advertisement #2: June 6, 2023

Questions Due: June 13, 2023

Bids Due: June 21, 2023 2:00 p.m.

Bid Opening: June 21, 2023 2:15 p.m.



**FURNITURE: SYSTEMS AND STAND ALONE
BID NO. 23/24-0005**

The San Bernardino County Superintendent of Schools (**SUPERINTENDENT**) is seeking a **VENDOR(s)** to supply furniture: new or refurbished, systems, stand alone and classroom furniture as per the requirements of the **SUPERINTENDENT**. Please see Attachment A for FAQs.

1. INSTRUCTIONS TO VENDORS

VENDORS shall conform to instructions provided in the bid document. All bids must be in a sealed envelope bearing the name and address of the **VENDOR** and must clearly state on the outside of the envelope in the lower left-hand corner "**BID ENCLOSED #23/24-0005 Furniture: Systems and Stand Alone**".

1.1 Delivery Address

San Bernardino Superintendent of Schools
Front Desk Receptionist
760 East Brier Drive
San Bernardino, CA 92408

1.2 Bid Opening

VENDORS must submit all required documents prior to the deadline. Bids received after the deadline will be deemed non-responsive as not meeting with statutory requirements. Bids are due to the Front Desk Receptionist at **2:00 p.m. on Wednesday, June 21, 2023**. Bids will be **opened and read at 2:15 p.m. via Zoom**. Please email amber.arias@sbcss.net if you are interested in receiving an invitation and call in information for the virtual bid opening.

1.3 Erasures

Erasures and "whiteouts" are not permitted. Mistakes may be crossed out. Corrections will be noted in the margin and initialed in ink by the person signing the bid. Bids cannot be withdrawn or corrected after being opened. **SUPERINTENDENT** will not be responsible for errors or omissions on the part of **VENDORS** in making up their bids.

1.4 Withdrawal of Bids

Any **VENDOR** may withdraw their bid, by written request any time prior to the scheduled opening date and time. All bids received shall become the property of **SUPERINTENDENT**.

1.5 Bid Preparation Cost

Costs for preparing bid response and any other related material is the responsibility of the **VENDOR** and shall not be chargeable in any manner to **SUPERINTENDENT**.

1.6 Questions Regarding Bid

Questions should be reduced to writing and e-mailed to Amber Arias, Procurement Services at amber.arias@sbcss.net or (909) 386-9508.

1.7 Bid Content – All bids submitted shall include:

- Signature Page/Bid Form
- Non-Collusion Declaration
- Workers Compensation Certification
- Drug Free Workplace Certification
- Resellers Permit and/or manufacturer authorization letter

2.0 INTERPRETATION OF DOCUMENTS

Any interpretation or correction of the bid documents will be made only by addendum duly issued and a copy of such addendum will be delivered to each person receiving a set of the bid documents. No person is authorized to make any oral interpretation of any provision in the bid documents to any **VENDOR** and no **VENDOR** is authorized to rely on any such unauthorized oral interpretation.

Changes in, or additions to, the bid form, recapitulations of work bid upon, alternative proposals or any other modification of the bid form which is not specifically called for in the bid documents may result in **SUPERINTENDENT'S** rejection of the bids as not being responsive. No oral or telephonic modification of any bid submitted will be considered.

3.0 AWARD

SUPERINTENDENT reserves the right to reject any or all bids, or to waive any irregularities or informalities in any bids or in the bidding. The award, if made by **SUPERINTENDENT** may be to more than one **VENDOR** who meets all requested criteria, based on the needs of the **SUPERINTENDENT**.

4.0 VENDORS INTERESTED IN MORE THAN ONE BID

No person, firm or corporation shall be allowed to make, file or be interested in more than one bid for the same project unless alternate bids are specifically called for.

5.0 LENGTH OF CONTRACT

Length of contract shall be for a period of one (1) year with an option for up to two (2) additional one-year renewals in accordance with provisions contained in Education Code Section 17596.

6.0 PRICES

6.1 Prices shall remain firm for the entire term of the contract.

6.2 Bid is structured as a percentage off current manufacturer's list price with items to be ordered on an as needed basis.

6.3 Bid prices are to include shipping, F.O.B. San Bernardino County Superintendent of Schools, except when District's shipping destination is a radius of 100 or more miles from Bidder's distributing warehouse. Awarded **VENDOR** shall deliver and install all office furniture, classroom furniture, accessories, and sundries at no charge to the **SUPERINTENDENT**. Any additional installation charges (ie., stair carry, wall attachment, in-ground bench placement) must be disclosed in writing and approved at the time of purchase. No additional delivery or installation charges will be paid for by the **SUPERINTENDENT**.

7.0 TAXES

If under federal excise tax law, any transaction hereunder constitutes a sale on which a federal excise tax is imposed and the sale is exempt from such excise tax because it is a sale to a state or local government for its exclusive use, **SUPERINTENDENT** upon request will execute a certificate of exemption which will certify that **SUPERINTENDENT** is a political subdivision of the state for the purposes of such exemption and that the sale is for the exclusive use of **SUPERINTENDENT**. No excise tax for such materials shall be included in any bid price. California State Sales Tax should not be included in the **VENDOR's** quotation. Public school districts are exempt from Federal Excise Tax.

8.0 INVOICES AND PAYMENTS

Invoices shall be submitted under the same firm name as shown on the purchase order. Invoice format shall be approved by **SUPERINTENDENT'S** authorized representative. **SUPERINTENDENT** shall make payment for materials, supplies or equipment furnished under the purchase order within a reasonable and proper time after acceptance.

9.0 DELIVERY

Destination will be designated within the boundaries of the San Bernardino County Superintendent of Schools. Actual delivery dates should be coordinated with the **SUPERINTENDENT**. All shipments shall be accompanied by a packing slip. Purchase order number shall appear on all packing slips,

invoices, and packages. There shall be no minimum quantities required in order for the **SUPERINTENDENT** to place orders as needed. **Bid all items F.O.B., San Bernardino County Superintendent of School.** Destination will be designated within the boundaries of the San Bernardino County **SUPERINTENDENT** of Schools.

The right is reserved to reject and return at the risk and expense of the **VENDOR** such portions of any shipment which may be defective or fail to comply with specifications without invalidating the remainder of the order.

10.0 BRAND NAMES

This bid is a percentage off **VENDOR's** catalog pricing. **VENDOR** will provide a list of manufacturers and/or manufacturer's products, with a percentage discount off of their current catalog pricing.

11.0 SAMPLES

Samples, when requested, must be furnished at no expense or obligation to **SUPERINTENDENT**. Samples should be plainly marked with **VENDOR** name, item number and description. The return of samples (if not destroyed in testing) shall be arranged by the **VENDOR** at no cost to **SUPERINTENDENT**.

In addition, any and all product tests performed by **SUPERINTENDENT** are, and will be, considered sufficient to meet the terms of this section.

12.0 RESOURCE CONSERVATION

SUPERINTENDENT is fully committed to providing a safe and healthy school or work environment for students, families and staff. **SUPERINTENDENT** will promote the conservation of resources through "Green Practices" and take a proactive and preventative approach in the areas of purchasing, new construction, maintenance and operations. A form for this purpose will be provided to the awarded **VENDOR(s)**.

13.0 QUANTITIES

SUPERINTENDENT does not guarantee quantities.

14.0 SAFETY REQUIREMENTS

All items proposed in response to this bid must conform with the Safety Order of the State of California, Division of Industrial Safety and CAL-OSHA regulations in effect at the time of bid. **VENDORs** receiving awards of items subject to Chapter 4 (Industrial Safety Orders) California Administrative Code, Title 8, Division of Industrial Relations, must submit to the Procurement Office of **SUPERINTENDENT**, Material Safety Data Sheets (MSDS) for those items, when requested.

15.0 HOLD HARMLESS

VENDOR agrees, at its own expense, cost and risk, to indemnify, defend, save and hold harmless **SUPERINTENDENT**, its agents, employees and officers against any and all personal injuries, damages, liabilities, costs, suits or expenses, including reasonable attorney's fees, arising out of any act or omission or the condition of any property owned or controlled by the **VENDOR** in the

performance of this contract. It is understood that employees of the **VENDOR** in its performance under this contract are not agents or employees of **SUPERINTENDENT**.

16.0 DEFAULT BY VENDOR

If the successful **VENDOR** fails or neglects to furnish and/or deliver the supplies at the prices quoted, or at the times and places agreed upon, or otherwise fails to comply with the terms, conditions and specifications of this bid document in its entirety, **SUPERINTENDENT** reserves the right to cancel existing orders of any items affected by such default; and procure the supplies from other sources and deduct from any unpaid balance due to the successful **VENDOR** or collect against his sureties. The price paid shall be considered the prevailing market price at the time such purchase is made.

17.0 ASSIGNMENT

VENDOR shall not assign this contract or any part thereof without prior written consent of **SUPERINTENDENT**. Any assignment of money to become due under this contract shall be subject to a prior lien for services rendered or materials supplied for performance of work called for under said contract by all persons, firms or corporations rendering such services or supplying such materials to the extent that claims are filed pursuant to the Code of Civil Procedure and the Government Code.

18.0 NOTICE OF TERMINATION

SUPERINTENDENT shall have the right, upon ten (10) days prior written notice to **VENDOR**, to terminate this Agreement at any time and without cause prior to complete delivery. Such termination shall be without any obligation or liability to **VENDOR** other than payment of outstanding invoices for products delivered prior to notice of termination.

Any notice from one party to the other under the contract shall be in writing and shall be dated and signed by party giving such notice or by duly authorized representative of such party and sent certified mail.

19.0 CLAIMS/DISPUTES

Claims, disputes, or other matters in question between the parties to the contract or breach thereof shall be subject to mediation under the auspices of a recognized, neutral third party professional mediation service, or other mediation method acceptable to both parties, prior to undertaking any legal action. The cost of the mediation services shall be borne equally by the parties.

20.0 OTHER AGENCIES: PIGGYBACK CLAUSE

Other public entities in the State of California may procure items off this bid under the same terms and conditions stated in the bid, pursuant to Public Contract Code Section 20118 and 20651 to 20659. Said public entities shall process their purchase orders and warrants directly to the successful **VENDOR** upon agreement by the public entity and the **VENDOR**.

21.0 SEVERABILITY

If any provision of the Agreement shall be unlawful, void, or for any reason, unenforceable, it shall be deemed severable from, and shall in no way effect the validity or enforceability of the remaining provisions of this Agreement, which shall remain valid and enforceable according to its term.

22.0 GOVERNING LAW

This Agreement shall be governed and interpreted in accordance with the laws of the State of California.

23.0 PROVISIONS REQUIRED BY LAW DEEMED INSERTED

Each and every provision of law and clause required by law to be inserted in this contract shall be deemed to be inserted herein and the contract shall be read and enforced as though it were included herein. If through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon application of either party the contract shall forthwith be physically amended to make such insertion or correction.

24.0 AMENDMENTS

No amendment to this Agreement shall be effective unless it is in writing and signed by duly authorized representatives of both parties.

25.0 ENTIRE AGREEMENT

This Agreement contains all of the understandings between the parties with respect to the subject matter. Any prior agreements, representations, statements, negotiations or undertakings whether oral or written are superseded hereby. Nothing modifying the terms and conditions will be binding unless made in writing and agreed to by both parties.

26.0 EFFECT OF WAIVER

No term or provision shall be waived, and no breach excused, unless consent is in writing and signed by both parties. Any consent to waive or excuse shall not constitute consent or waiver of any other subsequent breach.

27.0 COVENANT AGAINST GRATUITIES

VENDOR warrants by signing hereon that no gratuities (in the form of entertainment, gifts, or otherwise) were offered or given by the **VENDOR** or any agent or representative of the **VENDOR**, to any officer or employee of **SUPERINTENDENT** with a view toward securing the contract or securing favorable treatment with respect to any determinations concerning the performance of the contract. For breach or violation of this warranty, **SUPERINTENDENT** shall have the right to terminate the contract, either in whole or in part. Any loss or damage sustained by **SUPERINTENDENT** in procuring on the open market any items which **VENDOR** agreed to supply shall be borne and paid for by the **VENDOR**. The rights and remedies of **SUPERINTENDENT** provided in the clause shall not be exclusive and are in addition to any other rights and remedies provided by law or under the contract.

28.0 PROTEST

VENDORS may protest the recommended award, provided the protest is in writing, contains the bid number and is delivered to the address listed for submission of bid documents, and submitted within five (5) calendar days of the date on which the bid was opened.

Grounds for a protest is that **SUPERINTENDENT** failed to follow the selection procedures and adhere to requirements specified in the RFB or any addenda or amendments; there has been a violation of conflict of interest as provided in California Government Code Section 87100 et. Seq.; or violation of any State or Federal law. Protests will not be accepted on any other grounds. All protests will be handled by a panel comprised of **SUPERINTENDENT** staff.

SUPERINTENDENT will consider only these specific issues addressed in the written protest. A written response will be directed to the protesting **VENDOR** within seven (7) calendar days of receipt of the protest, advising of the decision with regard to the protest and the basis for the decision.

29.0 NON-COLLUSION

Any efforts to restrain competition and the making of false sworn statements in connection with the submission of bids are unlawful. Public Contract Code 7106 requires all **VENDORS** to submit a non-collusion declaration. A form for this purpose is furnished with the bid documents.

30.0 PERFORMANCE BOND

Performance Bond may be required to be maintained during the life of the contract at the level to be determined by **SUPERINTENDENT**. A form for this purpose is furnished with the bid documents.

31.0 FINGERPRINTING REQUIREMENTS

This bid is subject to the provisions of Education Code Section 45125.1 and 45122.1. **VENDORS'** employees are required to submit fingerprints to the Department of Justice where an employee may come into contact with students at any site. The Department of Justice will ascertain whether the employee has a pending criminal proceeding for a violent or serious felony or has been convicted of a violent or serious felony as they are defined in Penal Code Sections 667.5c) and 1192.7c), respectively. **VENDOR** shall not permit an employee to come in contact with students until the Department of Justice has ascertained that the employee has not been convicted of a felony. **SUPERINTENDENT** may request the removal of an employee from a site at any time. Failure to comply with this provision may result in termination of the contract. Acknowledgment of the fingerprinting requirements is included in the bid documents as Certification Page 14.

32.0 PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE

VENDOR shall take out and maintain during the life of the contract such public liability and property damage insurance as shall protect him and **SUPERINTENDENT** from all claims for property damage arising from operations under the contract.

All policies shall contain additional endorsements naming the **SUPERINTENDENT** and its officers, employees, agents and volunteers as additional insured with respect to liabilities arising out of the performance of services hereunder.

33.0 WARRANTY/QUALITY

VENDOR shall guarantee the product or service performed against all defects or failures of materials and workmanship for a minimum period of one (1) year from the actual delivery date.

34.0 PREVAILING WAGES

The assembly and delivery required in this bid will NOT generally require the payment of prevailing wage. If the **VENDOR** or **SUPERINTENDENT** determines that a service falls within the labor code section 1773 or SB 854, Prevailing wage labor may be deemed necessary. When prevailing wage labor is needed, a separate quote for said labor will be provided by the **VENDOR** at that time.

35.0 MANUFACTURER AUTHORIZED RESELLER DISTRIBUTOR

VENDORS must be either manufacturers or factory authorized resellers/distributors for brands they are bidding and must be able to show proof of information (submit with bid). The manufacturer's letter(s) shall indicate authorization to market, sell, distribute, warrant, or supply any product or service offered by the manufacturer through the **VENDOR** named in the bidding documents. If **VENDOR** is not an authorized dealer and is not in good financial standing, the line and/or catalog discount will not be awarded to the dealer and will result to the next lowest bidder whom is authorized to represent the specific manufacturer. The **SUPERINTENDENT** reserves the right to disqualify the entire bid of the dealer if they misrepresent pricing or falsely claim to be an authorized dealer.

36.0 UNFORESEEN CONDITIONS STORAGE

After an order is placed, an unforeseen circumstance could occur where the location for delivery is not clean, safe, or properly prepared to receive delivery (construction delays, force majeure, etc.). **SUPERINTENDENT** asks for the option to store the order in **VENDORS** bonded, insured warehouse facility no longer than 60 days.

37.0 REFUSE/DUNNAGE REMOVAL

No additional charges will be allowed for refuse/dunnage removal during delivery. **VENDOR** will be responsible for removing cardboard, packing materials, pallets, etc. offsite at no additional cost to **SUPERINTENDENT**.

SIGNATURE PAGE/BID FORM

(Please type or print)

The undersigned having carefully examined the Notice Calling for Bids, the Specifications, and all contract documents for the proposed furniture: new or refurbished, systems, stand-alone and classroom furniture bid the following:

ADDENDA: The undersigned has thoroughly examined any and all Addenda issued during the bid period and is thoroughly familiar with all contents thereof and acknowledges receipt of the following Addenda: (**VENDOR** to list all addenda).

Addendum No. ____	Date Received _____	Addendum No. ____	Date Received _____
Addendum No. ____	Date Received _____	Addendum No. ____	Date Received _____

BID AMOUNT: Please provide percentage discount and name of manufacturer below.

_____ % off _____ manufacturer's list price
 _____ % off _____ manufacturer's list price
 _____ % off _____ manufacturer's list price
 _____ % off _____ manufacturer's list price
 _____ % off _____ manufacturer's list price
 _____ % off _____ manufacturer's list price

_____ * labor and installation fees
 _____ * Stair carry fees
 _____ * shipping costs (if over 100 miles from
 distribution _____ warehouse)
 YES _____ NO _____ * Unforeseen Conditions storage per 36.0

*** Required information – even if the answer is Zero (0), bidder must fill out all lines marked with an asterisk**

IF VENDOR CARRIES MORE LINES, PLEASE INDICATE MANUFACTURER NAME AND PERCENTAGE OFF THEIR PRODUCT AND ATTACH TO BID FORM.

COMPANY INFORMATION

Company Name: _____

Authorized Representative: _____
(Please type or print)

Company Address: _____

Telephone Number: (____) _____ Fax Number (____) _____

E-mail Address: _____

Authorized Representative's Signature: _____

NON-COLLUSION DECLARATION
(To Be Submitted with Bid)

The undersigned declares:

I am the _____ of _____, the party making the foregoing bid.

The Bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization or corporation. The Bid is genuine and not collusive or sham. The **VENDOR** has not directly or indirectly induced or solicited any other **VENDOR** to put in a false or sham bid. The **VENDOR** has not directly or indirectly colluded, conspired, connived or agreed with any **VENDOR** or anyone else to put in a sham bid, or to refrain from bidding. The **VENDOR** has not in any manner, directly or indirectly, sought by agreement, communication or conference with anyone to fix the bid price of the **VENDOR** or any other **VENDOR**, or to fix any overhead, profit or cost element of the bid price, or of that of any other **VENDOR**. All statements contained in the bid are true. The **VENDOR** has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a **VENDOR** that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the **VENDOR**.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on:

_____, at _____, _____ (date)
(city) (state)

X _____

WORKERS' COMPENSATION CERTIFICATION
(To Be Submitted with Bid)

Labor Code Section 3700:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- (a) By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in the State.
- (b) By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees.

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

Date: _____

VENDOR

By: _____

Signature

(In accordance with Article 5 (commencing at Section 1860), Chapter 1, Part 7, Division 2 of the Labor code, the above certificate must be signed and filed with the awarding body prior to performing any work under this contract.)

CERTIFICATE REGARDING DRUG-FREE WORKPLACE

(To Be Submitted with Bid)

This Drug-Free Workplace Certification form is required from all successful **VENDORS** pursuant to the requirements mandated by Government Code Section 8350 et seq., the Drug-Free Workplace Act of 1990 requires that every person or organization awarded a contract or grant for the procurement of any property or service from any State agency must certify that it will provide a drug-free workplace by doing certain specified acts. In addition, the Act provides that each contract or grant awarded by a State agency may be subject to suspension of payments or termination of the contract or grant, and the contractor or grantee may be subject to debarment from future contracting, if the contracting agency determines that specified acts have occurred.

Pursuant to Government Code Section 8355, every person or organization awarded a contract or grant from a State agency shall certify that it will provide a drug-free workplace by doing all of the following:

- a) publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the person's or organization's workplace and specifying actions which will be taken against employees for violations of the prohibition;
- b) establishing a drug-free awareness program to inform employees about all of the following
 - 1) the dangers of drug abuse in the workplace;
 - 2) the person's or organization's policy of maintaining a drug-free workplace;
 - 3) the availability of drug counseling, rehabilitation and employee-assistance programs;
 - 4) the penalties that may be imposed upon employees for drug abuse violations.
- c) requiring that each employee engaged in the performance of the contract or grant be given a copy of the statement required by subdivision (1) and that, as a condition of employment on the contract or grant, the employee agrees to abide by the terms of the statement.

I, the undersigned, agree to fulfill the terms and requirements of Government Code Section 8355 listed above and will publish a statement notifying employees concerning (a) the prohibition of controlled substances at the workplace, (b) establishing a drug-free awareness program, and (c) requiring that each employee engaged in the performance of the contract be given a copy of the statement required by Section 8355(a) and requiring that the employee agrees to abide by the terms of that statement.

I also understand that if the SUPERINTENDENT determines that I have either (a) made a false certification herein, or (b) violated this certification by failing to carry out the requirements of Section 8355, that the contract awarded herein is subject to termination, suspension of payments, or both. I further understand that, should I violate the terms of the Drug-Free Workplace Act of 1990, I may be subject to debarment in accordance with the requirements of Section 8350 et. seq.

I acknowledge that I am aware of the provisions of Government Code Section 8350 et. seq., and hereby certify that I will adhere to the requirements of the Drug-Free Workplace Act of 1990.

Date:

Signature, Vendor

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS: That WHEREAS, the San Bernardino County SUPERINTENDENT of Schools identified as "SUPERINTENDENT", has given to _____ hereinafter designated as the "Principal", a Notice of Intent to Award Contract for the work described as follows:

**FURNITURE: SYSTEMS AND STAND ALONE
BID NO. 23/24-0005**

WHEREAS, said Principal is required under the terms of said Notice to furnish a Bond for the faithful performance of such Notice.

NOW THEREFORE, we, the Principal and _____ as Surety, an admitted Surety insurer pursuant to Code of Civil Procedure, Section 995.120, legally doing business in California at _____, are held and firmly bound unto the SUPERINTENDENT, in the sum of _____ DOLLARS (\$ _____), lawful money of the United States of America, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that if the above bound Principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by and will and truly keep and perform, the covenants, conditions and agreements as defined in the said contract and any alteration thereof made as therein provided, on his or their part, to be kept and performed at the times and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the SUPERINTENDENT, its officers and agents, as therein stipulated, then this obligation shall become null and void, otherwise, it shall be and remain in full force and virtue.

As a condition precedent to the satisfactory completion of the Contract, the above obligation shall hold good for a period of one (1) year after the acceptance of the Work by SUPERINTENDENT, during which time if Principal shall fail to make full, complete, and satisfactory repair and replacements and totally protect the SUPERINTENDENT from loss or damage made evident during the period of one (1) year from the date of acceptance of the Work, and resulting from or caused by defective materials or faulty workmanship, the above obligation in penal sum thereof shall remain in full force and effect. However, nothing in this paragraph shall limit the obligation of the surety and the obligation of the Surety shall continue so long as any obligation of Principal remains.

And the said surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract or to the work to be performed thereunder, or the specifications accompanying the same, shall in any way affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract, or to the work, or to the Specifications.

In the event suit is brought upon this bond by the SUPERINTENDENT and judgment is recovered, the Surety shall pay all costs incurred by the SUPERINTENDENT in such suit, including a reasonable attorneys' fee to be fixed by the court.

IN WITNESS WHEREOF, this instrument has been duly executed by the Principal and Surety above named, on the _____ day of _____, 2020.

(Corporate Seal) PRINCIPAL _____
BY _____
TYPED/PRINTED NAME _____

(Corporate Seal) TITLE _____
SURETY _____
BY _____

(Attach Attorney-in Fact Certificate)

TYPED/PRINTED NAME _____
TITLE _____

SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS
CONTRACTOR CERTIFICATION REGARDING BACKGROUND CHECKS

_____ certifies that it has performed one of the following:
(Name of Contractor)

- Pursuant to Education Code Section 45125.1, Contractor has conducted criminal background checks, through the California Department of Justice, of all employees providing services to the San Bernardino County Superintendent of Schools, pursuant to the contract/purchase order dated _____, and that none have been convicted of serious or violent felonies, as specified in Penal Code Sections 1192.7(c) and 667.5(c) respectively.

As further required by Education Code Section 45125.1, attached hereto as Attachment "A" is a list of the names of the employees of the undersigned who may come in contact with pupils.

OR

- Pursuant to Education Code Section 45125.2, Contractor will ensure the safety of pupils by one or more of the following methods:
- 1) The installation of a physical barrier at the worksite to limit contact with pupils.
 - 2) Continual supervision and monitoring of all employees of the entity by an employee of the entity whom the Department of Justice has ascertained has not been convicted of a violent or serious felony.

I declare under penalty of perjury under the laws of the United States that foregoing is true and correct.

Date _____

Name of Contractor

Signature

Attachment A

Frequently Asked Questions (FAQ)

Q1. Section 6.3 states that the "Awarded vendor shall deliver and install all office furniture, classroom furniture, accessories, and sundries at no charge to the superintendent." There is also a line for "Labor and Installation fees" on the Signature Page/Bid Form. Can you please clarify the purpose of the "Labor and Installation fees"?

A. **SUPERINTENDENT** may opt to purchase additional items from **VENDOR** that are not included in the awarded group of manufacturer's products.

Also, Section 6.3 states "Bid prices are to include shipping, F.O.B. San Bernardino County Superintendent of Schools, except when District's shipping destination is a radius of 100 or more miles from Bidder's distributing warehouse. Awarded **VENDOR** shall deliver and install all office furniture, classroom furniture, accessories, and sundries at no charge to the **SUPERINTENDENT**. Any additional installation charges (i.e., stair carry, wall attachment, in-ground bench placement) must be disclosed in writing and approved at the time of purchase. No additional delivery or installation charges will be paid for by the **SUPERINTENDENT**."

Please notate on the bid form if there are any conditions where **VENDOR** may charge "Labor and Installation Fees", and what those fees might entail (hourly rate, flat fee based on thresholds of dollar amount purchased, etc.).

Q2. Section 34 states that when prevailing wage is required, a separate quote for the prevailing wage labor will be provided by the vendor at that time.

- Does this mean prevailing wage labor is considered separate from the "labor and installation fees" line on the Bid Signature Page?
- Will vendors be allowed to provide a quote for prevailing wage labor for each separate prevailing wage job at the time of the order? If so, should we note on the Signature Page/Bid Form that all prevailing wage labor will be quoted and provided to the purchaser at the time of purchase?

A. The "labor and installation fees" line on the Bid Signature Page refers to any additional labor charges for delivery as described in Question 1.

SUPERINTENDENT may purchase modular or cubicle furniture that would fall under prevailing wage labor requirements described in labor code sections 1773 or SB 854. In this circumstance, a quote will be requested of the **VENDOR** for prevailing wage labor, as described in Section **34.0 PREVAILING WAGES**. It is not necessary to note on the Signature Page/Bid Form that prevailing wage labor will be quoted/provided at time of purchase.

Q3. Will a Vendor's answer to Section 36: Unforeseen Conditions Storage impact whether or not the manufacturer/bid is awarded to the vendor?

A. No

Q4. Please confirm if this is only a catalog bid or a catalog and line item bid.

A. This is only a catalog bid, with costs based on a percentage off current catalog pricing.

Q5. Is a Manufacture able to submit a proposal and assign Authorized Resellers that would be able to Receive, Deliver and Invoice Purchase orders on our behalf? Currently we have several of our Resellers working with the San Bernardino County Superintendent of Schools and would like them all to be able to continue to offer their services.

A. This bid is for authorized **VENDORs** to provide pricing based on a percentage of the manufacturer's list or catalog price. We would ask your resellers to provide a response to Bid 23/24-0005.



**FURNITURE: SYSTEMS AND STAND ALONE
BID# 23/24-0005**

**ADDENDUM #1
June 14, 2023**

The San Bernardino County Superintendent of Schools (**SUPERINTENDENT**) has received the following questions regarding Furniture: Systems and Stand Alone bid. The questions and answers are as follows:

Question 1. Per Section 6.3; is all product drop shipping direct to SBCSS warehouse? Or should it be shipped to the dealer warehouse and then delivered and installed at SBCSS?

Answer: Product should be delivered to dealer warehouse and then delivered and installed at SBCSS sites unless otherwise noted when purchased.

Question 2. Are we able to charge Technical Specification fees? This would apply when field measurements, space planning, renderings and finish selections are involved.

Answer: These types of Technical Specification fees/charges would not be included as part of this bid and would be at the discretion of the vendor. Additional installation charges (i.e., stair carry, wall attachment, in-ground bench placement) must be disclosed in writing and approved at the time of the purchase. No additional delivery or installation charges will be paid for by the SUPERINTENDENT.

Question 3. Per the Performance Bond form, the form is requesting a dollar amount to be listed; however, our bid proposal is a percentage discount rather than a lump sum. What is required to be listed in dollar amount on this form?

Answer: A Performance Bond is not required at the time of bid. Once awarded, a Performance Bond may be required to be maintained during the life of the contract at a level determined by the SUPERINTENDENT. The form furnished in the bid documents is for your future reference.

Question 4. Is fingerprinting required in order to bid?

Answer: Fingerprinting is not required at the time of bid. Fingerprinting will be required once awarded and if the vendor or its employees may come into contact with students at any site while delivering and installing product.

Question 5. Do we need to publish? Where? San Bernardino Sun? For how long? What does the Proof of publication have to include (see first page of the bid form)?

Answer: There is no need to for the vendor to publish anything in relation to this Bid or award of contract. The dates listing on the bottom of the Notice Calling for Bids is to notify potential bidders the SUPERINTENDENT's schedule for the bidding process.

Question 6. Are there any meetings we need to attend?

Answer. There are no meetings required in order to submit a bid.

Question 7. Is the application filled out in Blue or Black ink?

Answer: The bid forms can be submitted using blue or black ink but forms must contain original signatures.

Question 8. Is the attached bond the Performance bond that you need?

Answer: Once awarded, a Performance Bond may be required to be maintained during the life of the contract at a level determined by the SUPERINTENDENT. The form furnished is for your future reference.

Question 9. Is a Performance Bond necessary for Bid No. 23/24-0005?

Answer: A Performance Bond is not required at the time of bid. Once awarded, a Performance Bond may be required to be maintained during the life of the contract at a level determined by the SUPERINTENDENT. The form furnished is for your future reference.

Question 10. Per page 4, paragraph 6.1: "Prices shall remain firm for the entire term of the contract." Since this bid is a percentage discount off of manufacturers' current catalog/price list pricing, will SBCSS accept updated manufacturer price lists during the 1st year of the contract and throughout the 2 renewal terms, if the percentage discounts remain firm?

Answer: Yes, since this is a bid is a percentage discount off the manufacturers' current catalog, updated manufacturer price lists are accepted as long as the percentage discount remains in effect.

Question 11. As a Furniture Manufacturer we work through multiple dealers. Can multiple dealers represent the manufacturer on this bid? Or will only one vendor be awarded a manufacturers line?

Answer: Yes, multiple dealers can represent the manufacturer on this bid.

Question 12. Is it necessary to bid in order for SBCSS to do business with a vendor?

Answer: Although submitting a bid to SBCSS is not required for the SUPERINTENDENT to do business with a particular vendor, purchases made through a vendor that is not awarded the bid, would be limited to the annual bid limit, and purchases cannot exceed the bid limit amount in a fiscal year (July 1 – June 30). The bid limit is set in Public Contract Code (PPC) Section 20111(a) and adjusted annually by the State Superintendent of Public Instruction. As of January 1, 2023, the current bid limit is \$109,300.00.



San Bernardino County Superintendent of Schools

Ted Alejandre
County Superintendent

Transforming lives through education

June 27, 2023

CN School & Office Solutions, Inc.
ATTN: Devyn Goss
500 E. Rincon St.,
Suite 100
Corona, CA 92879

**NOTICE OF AWARD
BID 23/24-0005
FURNITURE: SYSTEM AND STAND ALONE**

Dear Devyn Goss

Thank you for your participation in the San Bernardino County Superintendent of Schools bid process. **CN School & Office Solutions, Inc.** is one of the successful bidders for BID#23/24-0005 Furniture: Systems and Stand Alone and is hereby awarded on July 1, 2023, and will expire on June 30, 2024 and may be extended for up to two (2) additional one-year renewal by mutual written consent of both parties.

A purchase order will be issued as needed for purchases throughout the term of the agreement.

Please sign below for acceptance of the term as well as complete and sign Attachment A. A fully executed contract will be returned to you for your records upon acceptance of both parties.


Signature _____ Date 7/3/23


Signature _____ Date 06/27/2023

VICE PRESIDENT
Title _____

Kevin Garcia, Program Manager
Procurement & Warehouse Services

Devyn Goss
CN School & Office Solutions, Inc.

Business Services • Richard De Nava, Chief Business Officer

Business Support Services • Katie M. Hyllon, Director
760 East Brier Drive • San Bernardino, CA 92408 • P: 909.386.9669 • F: 909.386.9507 • www.sbccss.net

Attachment A

**Education Department of General Administration Regulation (EDGAR)
Federal Funding Contract Compliance Form**

The following provisions are required and apply when federal funds are expended by San Bernardino County Superintendent of Schools for any contract resulting from this procurement process. San Bernardino County Superintendent of Schools is the sub grantee or sub recipient by definition.

In addition to other provisions required by the federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

BREACH OF CONTRACT BY EITHER PARTIES

- (A) Contracts for more than the simplified acquisition threshold currently set at \$250,000 which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide such sanctions and penalties as appropriate.

Pursuant to Federal Rules (A) above, when federal funds are expended by San Bernardino County Superintendent of Schools, the Superintendent reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

Does vendor agree? YES DG Initials of Authorized Representative of Vendor

TERMINATION FOR CAUSE OR FOR CONVENIENCE

- (B) Termination for cause or for convenience by the grantee or sub grantee including the manner by which it will be affected and the basis for settlement. (All contracts in excess of \$10,000)

Pursuant to Federal Rules (B) above, when federal funds are expended by San Bernardino County Superintendent of Schools, the Superintendent reserves all rights to immediately terminate any agreement in excess of \$10,000 resulting from this procurement process in the event of a breach or default of the agreement by Vendor, in the event vendors fails to: (1) meet schedules, deadlines, and/or delivery dates within the time specified in the procurement solicitation, contract, and/or a purchase order; (2) make any payments owed; or (3) otherwise perform in accordance with the contract and/or the procurement solicitation. San Bernardino County Superintendent of Schools also reserves the right to terminate the contract immediately, with written notice to vendor, for convenience, if San Bernardino County Superintendent of Schools believes, in its sole discretion that it is in the best interest of San Bernardino County Superintendent of Schools to do so. The vendor will be compensated for work performed and accepted and goods accepted by San Bernardino County Superintendent of Schools as of the termination date if the contract is terminated for convenience of San Bernardino County Superintendent of Schools. Any award under this procurement process is not exclusive and San Bernardino County Superintendent of Schools reserves the right to purchase goods and services from other vendors when it is in the best interest San Bernardino County Superintendent of Schools.

Does vendor agree? YES DG Initials of Authorized Representative of Vendor

RIGHTS TO INVENTIONS MADE UNDER A CONTRACT AGREEMENT

- (C) **Rights to Inventions Made Under a Contract Agreement.** If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2(a) and the recipient or sub recipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement, "; the recipient or sub recipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Pursuant to Federal Rule (C) above, when federal funds are expended by San Bernardino County Superintendent of Schools, the vendor certifies that during the term of an award for all contracts by San Bernardino County Superintendent of Schools resulting from this procurement process, the vendor agrees to comply with all applicable requirements as referenced in Federal Rule (C) above.

Does vendor agree? YES DG Initials of Authorized Representative of Vendor

CLEAN AIR ACT (42 U.S.C.7401-7671q.)

- (D) **Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended –** Contracts and sub grants of amounts in excess of \$250,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Pursuant to Federal Rule (D) above, when federal funds are expended by San Bernardino County Superintendent of Schools, the vendor certifies that during the term of an award for all contracts by San Bernardino County Superintendent of Schools resulting from this procurement process, the vendor agrees to comply with all applicable requirements as referenced in Federal Rule (D) above.

Does vendor agree? YES DG Initials of Authorized Representative of Vendor

DEBARMENT AND SUSPENSION

- (E) **Debarment and Suspension (Executive Orders 12549 and 12689) –** A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the system for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p.235), "Debarment and Suspension". SAM exclusions contain the names of parties debarred, suspended or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Pursuant to Federal Rule (E) above, when federal funds are expended by San Bernardino County Superintendent of Schools, the vendor certifies that during the term of an award for all contracts by San Bernardino County Superintendent of Schools resulting from this procurement process, the vendor certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

Does vendor agree? YES DG Initials of Authorized Representative of Vendor

BYRD ANTI-LOBBYING AMENDMENT (31 U.S.C. 1352)

(F) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) – Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certified to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that take place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Pursuant to Federal Rule (F) above, when federal funds are expended by San Bernardino County Superintendent of Schools, the vendor certifies that during the term and after the awarded term of an award for all contracts by San Bernardino County Superintendent of Schools resulting from this procurement process, the vendor certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). The undersigned further certifies that:

- a. No Federal appropriated funds have been paid or will be paid for on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Stand Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- c. The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds to all appropriate tiers and that all sub recipients shall certify and disclose accordingly.

Does vendor agree? YES DG Initials of Authorized Representative of Vendor

**RECORD RETENTION REQUIREMENTS FOR CONTRACTS PAID FOR
WITH FEDERAL FUNDS – 2 CFR § 200.333**

When federal funds are expended by San Bernardino County Superintendent of Schools for any contract resulting from this procurement process, the vendor certifies that it will comply with the record retention requirements detailed in 2 CFR § 200.333. The vendor further certifies that vendor will retain all records as required by 2 CFR § 200.333 for a period of three years after

grantees or sub grantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

Does vendor agree? YES DG Initials of Authorized Representative of Vendor

CERTIFICATION OF COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT

When federal funds are expended by San Bernardino County Superintendent of Schools for any contract resulting from this procurement process, the vendor certifies that it will be in compliance with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6321, et seq.; 49 C.F.R. Part 18; Pub. L. 94-163, 89 Stat. 871).

Does vendor agree? YES DG Initials of Authorized Representative of Vendor

CERTIFICATION OF COMPLIANCE WITH BUY AMERICA PROVISIONS

Vendor certifies that vendor is in compliance with all applicable provisions of the Buy America Act. Purchases made in accordance with the Buy America Act must still follow the applicable procurement rules calling for free and open competition.

Does vendor agree? YES DG Initials of Authorized Representative of Vendor

CERTIFICATION OF NON-COLLUSION STATEMENT

Vendor certifies under penalty of perjury that its response to this procurement solicitation is in all respects bona fide, fair, and made without collusion or fraud with any person, joint venture, partnership, corporation or other business or legal entity.

Does vendor agree? YES DG Initials of Authorized Representative of Vendor

Vendor agrees to comply with all federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that vendor certifies compliance with all provisions, laws, acts, regulations, etc. as specifically noted above.

Company Name: CN SCHOOL OFFICE SOLUTIONS INC
Address: 500 E. RINCON ST. SUITE #100
City: CORONA State: CA Zip: 92879
Phone Number: 949-597-0123 Fax #: _____
Email Address: DEVYN@CULVER-NEWLIN.COM
Printed Name of Authorized Representative: DEVYN GOSS
Signature of Authorized Representative: <i>Devyn Goss</i> Date: 06/27/2023

SIGNATURE PAGE/BID FORM
(Please type or print)

The undersigned having carefully examined the Notice Calling for Bids, the Specifications, and all contract documents for the proposed furniture: new or refurbished, systems, stand-alone and classroom furniture bid the following:

ADDENDA: The undersigned has thoroughly examined any and all Addenda issued during the bid period and is thoroughly familiar with all contents thereof and acknowledges receipt of the following Addenda: (VENDOR to list all addenda).

Addendum No. <u>1</u>	Date Received <u>12/14/23</u>	Addendum No. <u> </u>	Date Received <u> </u>
Addendum No. <u> </u>	Date Received <u> </u>	Addendum No. <u> </u>	Date Received <u> </u>

BID AMOUNT: Please provide percentage discount and name of manufacturer below.

PLEASE SEE ATTACHED

_____ % off _____ manufacturer's list price
 _____ % off _____ manufacturer's list price
 _____ % off _____ manufacturer's list price
 _____ % off _____ manufacturer's list price
 _____ % off _____ manufacturer's list price
 _____ % off _____ manufacturer's list price

* labor and installation fees *included in price*
 * Stair carry fees *included in price*
REQUEST QUOTE * shipping costs (if over 100 miles from
 distribution warehouse)
 YES NO _____ * Unforeseen Conditions storage per 36.0

*** Required information – even if the answer is Zero (0), bidder must fill out all lines marked with an asterisk**

IF VENDOR CARRIES MORE LINES, PLEASE INDICATE MANUFACTURER NAME AND PERCENTAGE OFF THEIR PRODUCT AND ATTACH TO BID FORM.

COMPANY INFORMATION

Company Name: CN School & Office Solutions Inc.

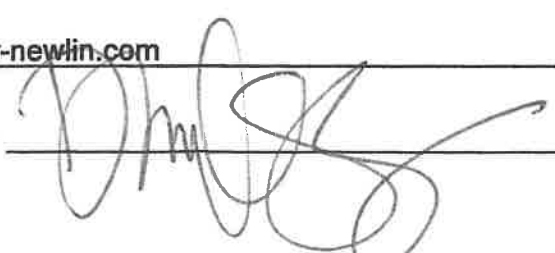
Authorized Representative: Devyn Goss
(Please type or print)

Company Address: 500 E Rincon St., Suite 100

Telephone Number: (949) 597-0123 Fax Number () N/A

E-mail Address: Devyn@culver-newlin.com

Authorized Representative's Signature: _____





PLEASE NOTE: LARGE QUANTITY ORDERS MAY QUALIFY FOR A DEEPER DISCOUNT,
WHICH WE WILL PASS ON DIRECTLY TO THE DISTRICT

Manufacturer	Percentage Off List
9to5	50%
Alumni	40%
Arcadia	25%
Artopex	25%
BuzziSpace	25%
Carpets 4 Kids	list +5%
CEF	20%
Certwood	40%
Claridge	28%
Diversified	35%
ECD	52%
Encore	25%
Eurotech	25%
FireKing	35%
Fomcore	40%
FSR	15%
Hirsh	30%
Hon	40%
HPFI	40%
Humanscale	40%
Jonticraft	list +5%
JSI	30%
Lesro	25%
LightCorp	20%
Maverick	50%
Mooreco	30%
Muzo-Works	10%
NPS	45%
Palmer Hamilton	15%
Platinum Visual	45%
Right Angle	40%
Safco	30%
Sico	15%
Smith System	25%
Tayco	35%
Tenjam	30%
VS	5%
Wisconsin Bench	40%
Webcoat / Superior	1.50%
Whitney Bros	5%
Workrite	25%

NON-COLLUSION DECLARATION
(To Be Submitted with Bid)

The undersigned declares:

I am the CN School & President of Office Solutions, the party making the foregoing bid.

The Bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization or corporation. The Bid is genuine and not collusive or sham. The **VENDOR** has not directly or indirectly induced or solicited any other **VENDOR** to put in a false or sham bid. The **VENDOR** has not directly or indirectly colluded, conspired, connived or agreed with any **VENDOR** or anyone else to put in a sham bid, or to refrain from bidding. The **VENDOR** has not in any manner, directly or indirectly, sought by agreement, communication or conference with anyone to fix the bid price of the **VENDOR** or any other **VENDOR**, or to fix any overhead, profit or cost element of the bid price, or of that of any other **VENDOR**. All statements contained in the bid are true. The **VENDOR** has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a **VENDOR** that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the **VENDOR**.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on:

June 19, 2023 at Corona, CA (date)
(city) (state)

x  _____

WORKERS' COMPENSATION CERTIFICATION
(To Be Submitted with Bid)

Labor Code Section 3700:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- (a) By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in the State.
- (b) By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees.

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

Date: June 19, 2023

VENDOR

By: Heather Bushem

Signature



(In accordance with Article 5 (commencing at Section 1860), Chapter 1, Part 7, Division 2 of the Labor code, the above certificate must be signed and filed with the awarding body prior to performing any work under this contract.)

CERTIFICATE REGARDING DRUG-FREE WORKPLACE
(To Be Submitted with Bid)

This Drug-Free Workplace Certification form is required from all successful **VENDORS** pursuant to the requirements mandated by Government Code Section 8350 et seq., the Drug-Free Workplace Act of 1990 requires that every person or organization awarded a contract or grant for the procurement of any property or service from any State agency must certify that it will provide a drug-free workplace by doing certain specified acts. In addition, the Act provides that each contract or grant awarded by a State agency may be subject to suspension of payments or termination of the contract or grant, and the contractor or grantee may be subject to debarment from future contracting, if the contracting agency determines that specified acts have occurred.

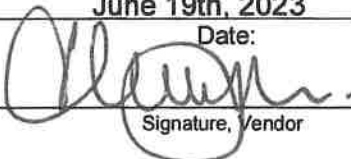
Pursuant to Government Code Section 8355, every person or organization awarded a contract or grant from a State agency shall certify that it will provide a drug-free workplace by doing all of the following:

- a) publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the person's or organization's workplace and specifying actions which will be taken against employees for violations of the prohibition;
- b) establishing a drug-free awareness program to inform employees about all of the following
 - 1) the dangers of drug abuse in the workplace;
 - 2) the person's or organization's policy of maintaining a drug-free workplace;
 - 3) the availability of drug counseling, rehabilitation and employee-assistance programs;
 - 4) the penalties that may be imposed upon employees for drug abuse violations.
- c) requiring that each employee engaged in the performance of the contract or grant be given a copy of the statement required by subdivision (1) and that, as a condition of employment on the contract or grant, the employee agrees to abide by the terms of the statement.

I, the undersigned, agree to fulfill the terms and requirements of Government Code Section 8355 listed above and will publish a statement notifying employees concerning (a) the prohibition of controlled substances at the workplace, (b) establishing a drug-free awareness program, and (c) requiring that each employee engaged in the performance of the contract be given a copy of the statement required by Section 8355(a) and requiring that the employee agrees to abide by the terms of that statement.

I also understand that if the SUPERINTENDENT determines that I have either (a) made a false certification herein, or (b) violated this certification by failing to carry out the requirements of Section 8355, that the contract awarded herein is subject to termination, suspension of payments, or both. I further understand that, should I violate the terms of the Drug-Free Workplace Act of 1990, I may be subject to debarment in accordance with the requirements of Section 8350 et. seq.

I acknowledge that I am aware of the provisions of Government Code Section 8350 et. seq., and hereby certify that I will adhere to the requirements of the Drug-Free Workplace Act of 1990.

June 19th, 2023
Date:

Signature, Vendor

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS: That WHEREAS, the San Bernardino County SUPERINTENDENT of Schools identified as "SUPERINTENDENT", has given to _____ hereinafter designated as the "Principal", a Notice of Intent to Award Contract for the work described as follows:

**FURNITURE: SYSTEMS AND STAND ALONE
BID NO. 23/24-0005**

WHEREAS, said Principal is required under the terms of said Notice to furnish a Bond for the faithful performance of such Notice.

NOW THEREFORE, we, the Principal and _____ as Surety, an admitted Surety insurer pursuant to Code of Civil Procedure, Section 995.120, legally doing business in California at _____, are held and firmly bound unto the SUPERINTENDENT, in the sum of _____ DOLLARS (\$ _____), lawful money of the United States of America, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that if the above bound Principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by and will and truly keep and perform, the covenants, conditions and agreements as defined in the said contract and any alteration thereof made as therein provided, on his or their part, to be kept and performed at the times and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the SUPERINTENDENT, its officers and agents, as therein stipulated, then this obligation shall become null and void, otherwise, it shall be and remain in full force and virtue.

As a condition precedent to the satisfactory completion of the Contract, the above obligation shall hold good for a period of one (1) year after the acceptance of the Work by SUPERINTENDENT, during which time if Principal shall fail to make full, complete, and satisfactory repair and replacements and totally protect the SUPERINTENDENT from loss or damage made evident during the period of one (1) year from the date of acceptance of the Work, and resulting from or caused by defective materials or faulty workmanship, the above obligation in penal sum thereof shall remain in full force and effect. However, nothing in this paragraph shall limit the obligation of the surety and the obligation of the Surety shall continue so long as any obligation of Principal remains.

And the said surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract or to the work to be performed thereunder, or the specifications accompanying the same, shall in any way affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract, or to the work, or to the Specifications.

In the event suit is brought upon this bond by the SUPERINTENDENT and judgment is recovered, the Surety shall pay all costs incurred by the SUPERINTENDENT in such suit, including a reasonable attorneys' fee to be fixed by the court.

IN WITNESS WHEREOF, this instrument has been duly executed by the Principal and Surety above named, on the _____ day of _____, 2020.

(Corporate Seal) PRINCIPAL _____
BY _____
TYPED/PRINTED NAME _____

(Corporate Seal) TITLE _____
SURETY _____
BY _____

(Attach Attorney-in Fact Certificate)
TYPED/PRINTED NAME _____
TITLE _____

SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS
CONTRACTOR CERTIFICATION REGARDING BACKGROUND CHECKS

CN School & Office Solutions Inc certifies that it has performed one of the following:
(Name of Contractor)

- Pursuant to Education Code Section 45125.1, Contractor has conducted criminal background checks, through the California Department of Justice, of all employees providing services to the San Bernardino County Superintendent of Schools, pursuant to the contract/purchase order dated _____, and that none have been convicted of serious or violent felonies, as specified in Penal Code Sections 1192.7(c) and 667.5(c) respectively.

As further required by Education Code Section 45125.1, attached hereto as Attachment "A" is a list of the names of the employees of the undersigned who may come in contact with pupils.

OR

- Pursuant to Education Code Section 45125.2, Contractor will ensure the safety of pupils by one or more of the following methods:
- 1) The installation of a physical barrier at the worksite to limit contact with pupils.
 - 2) Continual supervision and monitoring of all employees of the entity by an employee of the entity whom the Department of Justice has ascertained has not been convicted of a violent or serious felony.

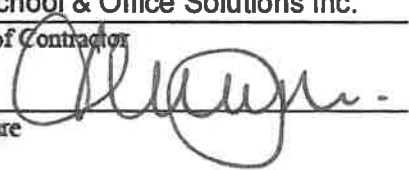
I declare under penalty of perjury under the laws of the United States that foregoing is true and correct.

Date June 19, 2023

CN School & Office Solutions Inc.

Name of Contractor

Signature





CULVER-NEWLIN

FURNITURE FOR SCHOOLS & OFFICES



CN School & Office Solutions is an authorized agency of the Department of Justice. All employees are put through a Live Scan finger printing process as part of general employment with the company.

Below is a list of CN employees:

Keith Hutcheson
Devyn Goss
Heather Bushem
Clarence Amaral
Kim Amaral
Kristopher Amaral
Brandon Bernal Moran
Yohana Bustillos
Tara Carlson
Daniel Cervantes
Gustavo Del Cid
Luke Diller
Onel Flores Garcia
Salvador Garay
Maria Garcia
Zoila Garcia
Baltazar Gonzales
Kelsey Laraba
Vincent Lopez
Jennifer Lorenzo
Rosa Delgado



CULVER-NEWLIN

FURNITURE FOR SCHOOLS & OFFICES

CONTINUED TO PAGE (2)

CONTINUED...

Narciso Martinez
Calvin McCarty
Christian Miranda
Leonardo Miranda
Ismael Morales
Dana Spicer
Alfie Reodica
Pablo Rodriguez Ovieda
Jonathan Santiago
Abraham Natanael Santos Barragan
Damien Santos
Kimberly Smith
Sandra Kathleen Stemwedel
Devi Susanto
Chad Toth
Sandra Urias
Enrique Valencia
William Wells
Joshua Wheeler
Tyler White



Wednesday, June 7, 2023

RE: San Bernadino Schools Bid No. 23/24-005

To Whom It May Concern:

9to5 Seating is a vertically integrated manufacturer specializing in the design and production of ergonomic office seating to accommodate the rigorous demands of today's office environments. While 9to5 Seating has many years of experience manufacturing, we truly differentiate ourselves from our competitors by using vertical integration within our own manufacturing facilities. We are proud to be a United States based manufacturer with a facility in Hawthorne, CA.

Please accept this correspondence as confirmation that the following furniture dealer is an authorized servicing dealer approved to represent, specify, quote, sell and service 9to5 Seating's products, and is in good standing with 9to5 Seating:

Culver-Newlin
500 E Rincon Street, Suite 100,
Corona, CA 92879

Please feel free to contact me directly if you have any questions or concerns regarding this submission. 9to5 Seating looks forward to serving you through this agreement's forthcoming term.

Kind regards,

A handwritten signature in cursive script that reads "Joni D. Stafford".

Joni D. Stafford
Contract Specialist
9to5 Seating LLC
Phone: 812-766-3736
Email: Joni.Stafford@9to5Seating.com



June 1, 2023

To whom it may concern,

In reference to commercial furniture, Systems and Standalone BID NO. 23 / 24 - 0005, our preferred dealer of choice is Culver-Newlin. They focus entirely on K-12 clients and we have worked successfully with them on a previous piggyback contract that is similar in nature to this bid. They are authorized to sell Artopex products in California and they meet all of your bid requirements, including:

- Having a local warehouse and a local showroom

- They employ their own installers and all Culver-Newlin employees are fingerprinted and background-checked through the DOJ

As of June 1, 2023, they are in good financial standing with Artopex and we do not anticipate any changes thereof.

Please let me know if you have any further questions.

Thank you,

Jeff Ebina
President



June 1, 2023

Culver Newlin
500 E. Rincon St. Suite 100
Corona, Ca. 92879

RE: Letter of Authorization for Culver Newlin
San Bernardino County Superintendent of Schools Bid #23/24-0005

To Whom It may concern:

Culver Newlin is a preferred authorized dealer in good financial standing with Maverick Desk and thereby authorized to market, sell, distribute, warrant, and supply our products.

Please feel free to contact me should you have any questions.

Sincerely,

Tony Pacheco
President



15100 South Figueroa St. | Gardena, California 90248
M: 310.251.5309 O: 310.436.6134 F: 310.436.6135
maverickdesk.com | tpacheco@maverickdesk.com





June 14, 2023

**Culver-Newlin Inc.
520 Rincon St. Suite 100
Corona, CA 92879
Attn: Devyn Goss, Vice President – Sales &
Marketing**

**RE: Dealer Authorization – San Bernardino County Superintendent of Schools Bid – Bid
#23/24-0005 - Furniture Systems and Standalone Furniture**

To Whom It May Concern:

This letter is to certify that Culver-Newlin, Inc. is an Authorized Dealer in Good Standing with Alumni Classroom Furniture Inc. and is, thereby authorized to submit a proposal, market, sell, distribute, and supply our entire product line for the above referenced bid/contract.

As an authorized dealer of our products, Culver-Newlin, Inc. is also authorized to provide installation services, warranty service work and/or maintenance services for Alumni Classroom Furniture Inc. products.

Please feel free to contact me should you have any questions.

Sincerely,

Joseph Campos
Relationship Support Manager
Alumni Classroom Furniture Inc.
Email: contracts@alumnicf.com
Tel: 1-(833)-939-9300 ext. 509



900 Park Place
New Albany, IN 47150

Phone 800-457-2424 or 812-948-8400

Fax 800-227-7513

www.fireking.com

June 9, 2023

To: San Bernadino County Superintendent of Schools
760 East Brier Drive
San Bernadino, CA 92408

RE: Authorization Letter for Culver-Newlin
Bid No. 23/24-0005 Furniture: Systems and Stand Alone

To Whom It May Concern,

Please be advised that Culver-Newlin, Inc. at 520 E. Rincon St. Corona, CA is an authorized dealer in good standing with FireKing International, LLC. Culver-Newlin is authorized to market, sell, distribute, or supply the brands incorporated under the FireKing price list and product line for all public sector and private sector bids; including Bid No. 23/24-0005 Furniture: Systems and Stand-Alone. Please feel free to contact me directly with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Darren Tandy".

Darren Tandy | Regional Sales Manager

FireKing | 900 Park Place | New Albany, Indiana 47150

Direct: 812.542.3337 or 800.457.2424 Ext: 3337 | Fax: 800-227-7513 | www.fireking.com

BuzziSpace, Inc.



June 16th, 2023

RE: San Bernardino County Superintendent of Schools Bid No. 23/24-0005

To Whom It May Concern:

This letter is to confirm that Culver-Newlin, Inc., 520 E. Rincon Street, Suite #102, Corona, CA 92879 is an authorized dealer for BuzziSpace Inc.

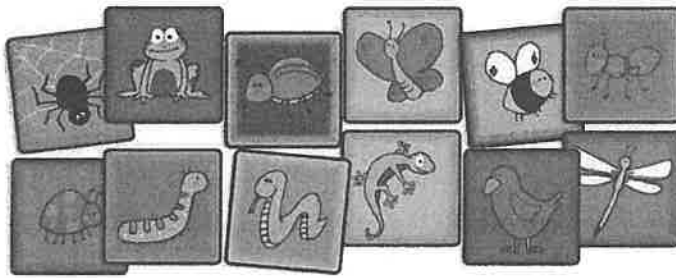
As our dealer, Culver-Newlin, Inc. is authorized to warrant bids, distribute, market, and install our full line of products for San Bernardino County Superintendent of Schools Bid No. 23/24-0005.

Sincerely,

A handwritten signature in black ink, appearing to read "Genevieve Lemire". The signature is stylized and cursive.

Genevieve Lemire
Sales Director, North America
BuzziSpace

Genevieve.lemire@buzzi.space
248.787.0303
45 West 21st Street
NY, NY 10010



Carpets for
KIDS®
etc...
When Quality Counts!

June 13, 2023

In reference to: FURNITURE: SYSTEMS AND STAND ALONE BID NO. 23/24-0005

This letter shall serve as confirmation that Culver-Newlin is an authorized dealer of Carpets for Kids to bid on FURNITURE: SYSTEMS AND STAND ALONE BID NO. 23/24-0005 in San Bernardino County Superintendent's Office.

Culver-Newlin is authorized to provide installation service, warranty service work and/or maintenance service work.

Culver-Newlin is a dealer for our entire product line and not restricted in any way. They have a great relationship and partnership with Carpets for Kids in selling and servicing our products and is a dealer in good standing.

Please reach out to me should you need anything further.

Sincerely,

Kelli McPhee
National Sales Manager
Carpets for Kids
248-514-5303



Claridge

PRODUCTS AND EQUIPMENT, INCORPORATED

805 Cottonwood Rd Annex 3
HARRISON, ARKANSAS 72601
E-MAIL: claridge@claridgeproducts.com

PHONE: 870-743-2200
(800)434-4610
FAX: 870-743-1908

June 19, 2023

Culver-Newlin, Inc
520 E Rincon St.
Corona, CA 92879

Subject: San Bernardino County Superintendent of Schools Bid No. 23/24-0005

To whom it may concern,

This letter is sent to confirm that the Company listed below is an authorized dealer in good standing with Claridge Products & Equipment LLC.

Culver-Newlin, Inc are certified in the installation of Claridge Products and Equipment products with the authority to preform warranty work as required.

If you need any additional information or if you have questions, please feel free to contact us.

Thank you

Marcus McNew
President

CLARIDGE PRODUCTS AND EQUIPMENT, INC.



Innovative Storage Solutions
Technical Plastic Injection Moulders

'ODC' Ohio Distribution Center
11 Technology Way
Wintersville, Ohio 43952
Tel: 740-314-5874
Fax: 740-314-5314
Email: info@certwood.com
www.certwoodusa.com

June 16th 2023

San Bernardino County
Contract Culver Newlin / Certwood Limited.

Regarding: FURNITURE: SYSTEMS AND STAND ALONE BID NO. 23/24-0005

To whom it may concern,

In reference to the San Bernardino County FURNITURE: SYSTEMS AND STAND ALONE BID NO. 23/24-0005.

Culver-Newlin is an Authorized Dealer to sell and distribute our (Certwood Storsystem) products in California.

As of June 1st 2023, Culver-Newlin are in good financial standing with (Certwood Storsystem).

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Courtnell", written over a light-colored background.

Chris Courtnell
President
Office: 740-314-5874
Cell: 740-317-8247
chris@certwood.com

Registered in England 2024404

Registered Office:
1 Victoria Street, Dunstable, Beds. UK

June 12, 2023

Re: San Bernardino County Superintendent of Schools
Furniture and Stand Alone, Bid No. 23/24-0005

To Whom It May Concern,

This letter serves as confirmation that as of June 1, 2023, Culver-Newlin is in good financial standing and an Approved and Authorized Dealer with Arcadia Chair Company.

Culver-Newlin is permitted to purchase, sell, market, and warrant all Products within Arcadia's & Encore's offerings and projects related to Arcadia Chair Company's product catalogs.

Should you require additional information, don't hesitate to reach out.

Sincerely,

Pamela Angeles

Pamela Angeles
Contract Management Administrator
pam@arcadiacontract.com

12th June 2023

Culver Newlin
500 E Rincon St, Ste 100
CORONA CA 92879
USA

To whom it may concern.

In reference to: FURNITURE: SYSTEMS AND STAND ALONE BID NO. 23/24-0005

As of June 1st 2023, Culver-Newlin is in good financial standing with Muzo and is authorized to sell and service our product. We do not foresee any changes in this business relationship.

Please feel free to contact me directly if you have questions or concerns.

Best Regards



Darren Buttle
CEO

Head Office
360 Kiwanis Blvd
West Hazleton
PA 18202

Tel: 800-670-2578

Sales
sales@muzo-works.com
Interior Designer
erika@muzo-works.com
Accounts
accounts@muzo-works.com

General Inquiries
hello@muzo-works.com
Production & Warehouse Manager
jordan@muzo-works.com
Customer Service
dev@muzo-works.com



June 14, 2023

San Bernardino Cty Superintendent of Schools
Bid # 23/24-0005
RE: Letter of Authorization for **Culver-Newlin**

To Whom It May Concern:

Culver-Newlin is an authorized dealer in good standing for Diversified Spaces and, thereby authorized to market, sell, distribute, warranty and supply our products on the above referenced bid/contract for all 50 States.

Please feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Sarah Hanson".

Sarah Hanson
Contract Administration



ERGONOMIC COMFORT DESIGN
Leaders In Ergonomic Seating Solutions

June 13, 2023

To whom it may concern,

In reference to the furniture, systems and stand-alone Bid #23/24-0005, our preferred dealer of choice is Culver-Newlin. They focus entirely on K-12 clients and we have worked successfully with them on previous piggyback contracts that are similar in nature to this bid. They are authorized to sell Ergonomic Comfort Design, Inc. products in California and they meet all of your bid requirements.

As of June 13, 2023, they are in good financial standing with Ergonomic Comfort Design, Inc. and we do not anticipate any changes thereof.

Thank You



Al Agramonte

President



June 15, 2023

RE: Letter of Authorization

San Bernardino County Schools

Bid 23/24 0005

Furniture: Systems & Stand Alone

To Whom It May Concern:

Culver Newlin is an authorized dealer in good standing for Hirsh Industries LLC and, thereby authorized to market, sell, distribute, warrant and supply our products.

Please feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in cursive script that reads 'Jennifer Hester'.

Jennifer Hester
National Sales Manager
Hirsh Industries
hesterj@hirshindustries.com
(205)767-4930



HON.

Make your space work.

June 13, 2023

RE: Furniture: Systems and Stand Alone Bid No. 23/24-0005

This letter certifies that as of June 1, 2023, Culver-Newlin is in good financial standing with The HON Company and is authorized to sell and service our product. We do not foresee any changes in this business relationship.

For more information about The HON Company, please visit our website at www.hon.com.

Should you have further questions or need more information, please do not hesitate to reach out me or our local representative Nik Weigand at 657-307-5767.

Sincerely,

A handwritten signature in black ink, appearing to read "Shani A. Hart". The signature is written in a cursive, flowing style.

Sales Operations Manager
SalesOpsTeam@honcompany.com



Early Learning **KVDZ** Furniture
For learning, for a lifetime.

Jonti-Craft, Inc.
171 State Highway 68
PO Box 30
Wabasso, MN 56293

June 13, 2023

RE: FURNITURE: SYSTEMS AND STAND ALONE BID NO. 23/24-0005

To Whom It May Concern:

As of June 1st 2023, Culver-Newlin is in good financial standing with Jonti-Craft and is authorized to sell and service our product. We do not foresee any changes in this business relationship

Please reach out to me with any questions regarding this authorization.

Sincerely,

Matt Hinkle
National Sales Manager
Jonti-Craft, Inc.

507-342-6010
mhinkle@jonti-craft.com



love what you do

June 19, 2023

RE: Letter of Authorization for Culver-Newlin in reference to: Furniture: Systems and Stand Alone Bid No. 23/24-0005

To Whom It May Concern:

Please be advised that as of June 1, 2023, Culver-Newlin is a dealer in good financial standing with our company, Jasper Seating Company, Inc (dba JSI/Jasper Group) and is authorized and approved as an authorized dealer to quote, sell, and service JSI product. We do not foresee any changes in this business relationship.

If you have any questions, or need anything further, please let me know. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Amanda Keithley".

Amanda Keithley
Contract Administrator



CORPORATE OFFICE
225 CLAY STREET
JASPER, INDIANA 47546



800.457.4511 **TOLL FREE**
812.482.3204 **OFFICE**
812.482.1548 **FAX**



JSIFURNITURE.COM

Lesro Industries, Inc.
1 Griffin Road South
Bloomfield, Connecticut 06002
Phone: 860.243.3226
Fax: 860.243.5392
www.lesro.com



June 8, 2023

RE: Letter of Authorization San Bernardino County Superintendent of Schools Bid No. 23/24-0005

To Whom It May Concern:

This letter is to confirm that *Culver Newlin of Corona, CA* is an authorized dealer to market, sell, distribute, warrant, and supply all products and services offered by Lesro Industries, Inc. on the San Bernardino County Superintendent of Schools Bid No. 23/24-0005 furniture contract.

If I can be of further assistance, or if you have any questions, please do not hesitate to contact me directly.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Dunton", is written over a light blue horizontal line.

Mark Dunton
Technical Marketing Project Coordinator
mark@lesro.com
860-243-3226 ext.7015 (phone) | 860-243-5392 (fax)



1770 East Keating Avenue
Muskegon, MI 49442
231.366.4791

Jay L. Krause, National Contracts Manager
Tina M. Rader, Contracts Manager

June 13, 2023

San Bernardino City Unified School District
777 North "F" Street
San Bernardino, CA 92410

RE: Letter of Authorization / RFP - Contract #23/24-0005
Culver-Newlin

Dear Procurement Professional:

Please be advised that the aforementioned dealer is in "Good Standing" with our firm. This being the case, I support their application for the contract listed above, and do hereby grant them permission to add their company as an authorized agent (to include: sales, service, warranty, installation, etc.) on our behalf.

If you have any questions, or if I can be of further assistance in any other capacity, please do not hesitate to contact me directly.

Sincerely,

A handwritten signature in black ink that reads "Jay L. Krause".

Jay L. Krause



Corporate HQ & Manufacturing

2885 Lorraine Ave. | Temple, TX 76501
P: 800.749.2258 | F: 866.888.7483

Showroom

4930 S. Congress Ave. #305 | Austin, TX 78745
P: 800.749.2258

June 13, 2023

RE: Letter of Authorization – Culver Newlin
San Bernadino County Schools - #23/24-0005 Furniture: Systems and Stand Alone

To Whom It May Concern,

Culver Newlin is an authorized reseller and installer, in good standing, on behalf of MooreCo, Inc. They are authorized to sell, market, distribute, warrant and service our products and we hereby extend our full warranty to Culver Newlin for all MooreCo, Inc. products they sell on the above referenced contract.

Please do not hesitate to contact me should you have any questions or need any additional information.

Sincerely,

Kenneth Fagan

Kenny Fagan
Bid/Contract Manager
kfagan@moorecoinc.com
Direct #: 254.239.7810





June 13, 2023

RE: FURNITURE: SYSTEMS AND STAND ALONE BID NO. 23/24-0005

To Whom it May Concern:

Please be advised that as of June 1st, 2023, Culver-Newlin, a preferred distributor, is in good financial standing with National Public Seating and is authorized to sell and service our product. We do not foresee any changes in this business relationship.

As a preferred distributor Culver-Newlin is recommended for industry leading service and project management.

If I can be of further assistance, please do not hesitate to contact me directly.

Respectfully,

Leo Dreb

National Public Seating
800-261-4112 x 105

June 12, 2023

San Bernardino County SUPERINTENDENT of Schools
ATTN: Front Desk Receptionist
760 East Brier Drive
San Bernardino, CA 92408

Re: Bid #23/24-0005 for Furniture Systems and Standalone Furniture

To Whom It May Concern:

This letter is to certify that Culver-Newlin is an Authorized Dealer in Good Standing with Palmer Hamilton, LLC.

Culver-Newlin is authorized to sell our products through Bid #23/24-0005 for Furniture Systems and Standalone Furniture.

If you desire additional information, don't hesitate to contact me at 262-274-4903 at any time or visit our website at <https://palmerhamilton.com>. Thank you for your interest in our product(s).

Sincerely,



Ty Maras
Vice President of National Sales, PHDesign, PHabLAB, INVENTORCLOUD
Palmer Hamilton, LLC
TMaras@palmerhamilton.com



June 8, 2023

RE: San Bernardino County Superintendent of Schools Bid No. 23/24-0005

To Whom It May Concern:

This letter is to confirm that Culver-Newlin, Inc., 520 E. Rincon Street, Suite #102, Corona, CA 92879 is an authorized dealer for RightAngle™ Products by K & A Mfg., Inc. As our dealer, Culver-Newlin, Inc. is authorized to warrant bids, distribute, market and install our full line of products for San Bernardino County Superintendent of Schools Bid No. 23/24-0005.

Sincerely,

A handwritten signature in black ink that reads 'Beth Knighton'.



Beth Knighton

Vice President
RightAngle™ Products

Email: bethk@raproducts.com

Phone: 800-298-4351 ext.115

raproducts.com



June 7, 2023

Re: Bid No. 23/24-0005

To Whom It May Concern:

This letter confirms Culver-Newlin is an authorized SAFCO dealer in good standing. As such, Culver-Newlin may market, sell, and install SAFCO products.

Please feel free to contact me with questions.

Sincerely,

Steve Fitzgerald
Division Manager
SAFCO Contract Furniture
612-817-8685



CEF-Custom Educational Furnishings
2696 NC Hwy.16S
Taylorsville, NC 28681

San Bernardino County Superintendent of Schools
760 East Brier Drive
San Bernardino, CA 92408
Bid # 23/24 0005 Furniture: Systems & Stand Alone

June 14, 2023

Re: Letter of Authorization for Culver Newlin

To whom it may concern,

Please be advised that we hereby provide authorization to market, sell, distribute, warrant, or supply any product or service offered by CEF (Custom Educational Furnishings) through Culver Newlin.

Sincerely,

A handwritten signature in cursive script that reads 'Tracy Jahnke'.

Tracy Jahnke
Regional Sales Manager



To whom it may concern,

In reference to: FURNITURE: SYSTEMS AND STANDALONE BID NO. 23/24-0005

As of June 1st 2023, Culver-Newlin is in good financial standing with Superior Recreational Products and is authorized to sell and service our product. We do not foresee any changes in this business relationship. They focus entirely on K-12 clients and we have worked successfully with them on a previous piggyback contract that is similar in nature to this bid. They are authorized to sell Superior Recreational Products in California and they meet all of your bid requirements, including:

-having a local warehouse and a local showroom

-they employ their own installers and all Culver-Newlin employees are fingerprinted and background-checked through the DOJ

Sincerely,

Jarrold Collins
CSR / Account Manager
918-329-1014
Jarrod.collins@siibrands.com

770.832.6660 o
1.800.327.8774
770.832.6687 f

1050 Columbia
Drive
Carrollton, GA
30117
buysii.com



A GLOBAL COMPANY

June 14, 2023

San Bernardino City Unified
777 North F St.
San Bernardino, CA 92410-3017

RE: Letter of Authorization for Culver Newlin for FURNITURE: SYSTEMS AND STAND ALONE
BID NO. 23/24-0005

To Whom It May Concern:

As of June 1, 2023 Culver Newlin is in good financial standing and is an authorized dealer for SICO America, Inc. and, thereby authorized to market, sell, distribute, warrant and supply our products in the state of California. We do not foresee any changes in this business relationship.

Please feel free to contact me at 952.941.1700, should you have any questions.

Sincerely,

Heidi Niesen
Vice President Sales and Marketing
SICO America, Inc.



June 13, 2023

San Bernardino County Superintendent of Schools
760 East Brier Drive
San Bernardino CA 92408

RE: Manufacturer Letter of Authorization for Bid # 23/24-0005 Furniture – Systems and Stand Alone

To Whom It May Concern:

Culver-Newlin is an authorized dealer in good standing for Smith System Manufacturing and, thereby authorized to market, sell, distribute, and supply our entire product line for the above referenced solicitation/contract. This includes providing installation, service, warranty service work, and/or maintenance service work for said product.

Please feel free to contact me should you have any questions.

Sincerely,

Lorrie Gibbs
Contract Manager
lorries@smithsystem.com
972-398-4067

Smith System®



June 9, 2023

San Bernardino City Unified School District
777 North "F" Street
San Bernardino, CA 92410

RE: Letter of Authorization for Culver-Newlin
Furniture: Systems and Stand Alone Bid No. 23/24-0005

To Whom It May Concern:

Culver-Newlin is an authorized dealer in good standing for Tenjam and, thereby authorized to market, sell, distribute, warrant and supply our products and services as required on the above referenced bid and resulting contract.

Please feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Michael Collins".

Michael Collins

President

Direct: 678-777-0034

Email: mikec@tenjam.com

7790 Hastings Road, Baxter, Minnesota 56425
Made in the U.S.A. Tenjam.com 1-855-4-TENJAM



VS America, Inc.
1940 Abbott Street
Unit 501
Charlotte, NC 28203

VS America, Inc., Charlotte, NC 28203

San Bernardino County Superintendent of Schools
601 North E Street
San Bernardino, California 92415

6/15/23

To Whom It May Concern:

In reference to: FURNITURE: SYSTEMS AND STAND ALONE BID NO. 23/24-0005
As of June 1st, 2023, Culver-Newlin is in good financial standing with VS America and
is authorized to sell and service our product. We do not foresee any changes in this
business relationship.

Best Regards,
VS America, Inc.

A handwritten signature in black ink, appearing to read 'M Harvey', written over a white background.

Mark Harvey
Chief Financial Officer



June 13, 2023

Ms. Devyn Goss, VP Sales & Marketing
Culver-Newlin, Inc.
520 E. Rincon Blvd, Ste 102
Corona, CA 92879

Reference: San Bernardino County Superintendent of Schools Bid No. 23/24-0005 Furniture: Systems and Stand Alone

Dear Ms. Goss:

This letter confirms that as of June 1, 2023, Culver-Newlin, Inc. of Corona, CA is in excellent financial standing with Whitney Brothers® and is hereby authorized to sell and service our complete product portfolio to the San Bernardino County Superintendent of Schools Bid No. 23/24-0005 Furniture: Systems and Stand Alone.

Please know that because of its unique competency and proven customer-centric acumen, Culver-Newlin, Inc. carries the strongest recommendation from Whitney Brothers® for SBCSS to engage your organization on this contract in order to provide access to our brand's award-winning products at excellent prices.

After your review, I welcome your contact at any time if you have any questions or need additional information.

Our thanks again for Culver-Newlin's important business partnership ~



Brian Vaillancourt
VP Sales & Marketing
603.352.2610 x112
brianv@whitneybros.com
93 Railroad St., Keene NH 03431
www.whitneybros.com





We Can.
DESIGN. BUILD. DELIVER.

June 14, 2023

San Bernardino Cty Superintendent of Schools

RE: Letter of Authorization for **Culver-Newlin**

Bid 23/24-0005 – Furniture: Systems and Stand Alone

To whom It May Concern:

Culver-Newlin, is an authorized dealer in good standing for WB Manufacturing and, thereby authorized to market, sell, distribute, warranty and supply our products on the above referenced bid/contract.

Please feel free to contact me should you have any questions.

Sincerely,

Sarah Hanson

Contract Administrator



June 13, 2023

San Bernardino City USD

RE: Culver-Newlin Response to San Bernardino City USD FURNITURE: SYSTEMS AND STAND ALONE BID
NO. 23/24-0005

To Whom It May Concern,

As of June 1st 2023, Culver-Newlin is in good financial standing with Workrite Ergonomics and is authorized to sell and service our product. We do not foresee any changes in this business relationship.

Please feel free to contact me if there are any questions.

Regards,

A handwritten signature in black ink, appearing to read "DB", with a long horizontal flourish extending to the right.

Donna Bobalek
National Government Contract Manager
dbobalek@workriteergo.com
571.565.5077



CULVER-NEWLIN

FURNITURE FOR SCHOOLS & OFFICES

**BID #23/24-0005 FURNITURE:
SYSTEMS AND STAND ALONE**

**DAILY JOURNAL CORPORATION
CALIFORNIA NEWSPAPER SERVICE BUREAU**

P.O. Box 54026 LOS ANGELES CALIFORNIA 90054-0026
PHONE: (213) 229-5300 FAX (213) 229-5481
FEDERAL TAX ID:95-4133299

**LEGAL ADVERTISING
INVOICE**

Invoice Number B3705158	Date 6/6/2023
Customer Account Number 1124126731	
Customer Payment Reference PO230000	
Special Project	


Ordered by:
SAN BERNARDINO SUPERINTENDENT OF
S.B. COUNTY SUPERINTENDENT OF SCHOOLS
760 EAST BRIER DRIVE
SAN BERNARDINO, CA 92408 USA

For payment processing, please forward to: Page 1 of 1
ACCOUNTS PAYABLE
S.B. COUNTY SUPERINTENDENT OF SCHOOLS
760 E. BRIER DRIVE
SAN BERNARDINO, CA 92408 USA

DUE UPON RECEIPT.

Type	Order No	Description	Amount
Invoice	B3705158	BID #23/24-0005 FURNITURE: SYSTEMS & STAND ALONE BID NOTICE INVITING BIDS 89900 SAN BERNARDINO COUNTY SUN 05/30,06/06/2023 \$ 3.66 ** 84 AgateLines * 2 Ins * 1 Cols	614.88 614.88

To pay online, go to adtech.dailyjournal.com/payment

PLEASE PROCESS FOR PAYMENT IMMEDIATELY. DUE UPON RECEIPT.			Total:	614.88
Please make check payable to: Daily Journal Corporation			Payment:	0.00
			Please Pay:	614.88
To ensure proper credit please write your account number 1124126731 on your check. Also, please detach and return this portion of the invoice with your payment. For account support, please email: anthony_gutierrez@dailyjournal.com or call: 2132295584.	Invoice Date 6/6/2023	Invoice Number B3705158	Customer Number 1124126731	
 * A 0 0 0 0 0 6 3 3 0 0 6 5 *				
Government Advertising - Division 1124	Amount Due			614.88
DAILY JOURNAL CORPORATION CALIFORNIA NEWSPAPER SERVICE BUREAU ATTN: ACCOUNTS RECEIVABLE PO BOX 54026 LOS ANGELES, CA 90054-0026	ACCOUNTS PAYABLE S.B. COUNTY SUPERINTENDENT OF SCHOOLS 760 E. BRIER DRIVE SAN BERNARDINO, CA 92408 USA			

SAN BERNARDINO COUNTY SUN

This space for filing stamp only

473 E CARNEGIE DR #200, SAN BERNARDINO, CA 92408
Telephone (909) 889-9666 / Fax (909) 884-2536

SAN BERNARDINO SUPERINTENDENT OF
S.B. COUNTY SUPERINTENDENT OF SCHOOLS
760 EAST BRIER DRIVE
SAN BERNARDINO, CA - 92408

SB #: 3705158

PROOF OF PUBLICATION

(2015.5 C.C.P.)

State of California)
County of SAN BERNARDINO) ss

Notice Type: BID - NOTICE INVITING BIDS

Ad Description:

BID #23/24-0005 FURNITURE: SYSTEMS & STAND ALONE

I am a citizen of the United States and a resident of the State of California; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer and publisher of the SAN BERNARDINO COUNTY SUN, a newspaper published in the English language in the city of SAN BERNARDINO, county of SAN BERNARDINO, and adjudged a newspaper of general circulation as defined by the laws of the State of California by the Superior Court of the County of SAN BERNARDINO, State of California, under date 06/27/1952, Case No. 73081. That the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

05/30/2023, 06/06/2023

Executed on: 06/07/2023
At Riverside, California

I certify (or declare) under penalty of perjury that the foregoing is true and correct.



Signature



Email

* A 0 0 0 0 0 6 3 3 0 0 6 6 *

NOTICE CALLING FOR BIDS
FURNITURE: SYSTEMS AND
STAND ALONE BID NO. 23/24-0005
BID DEADLINE: June 21, 2023 2:00
P.M. PLACE OF OPENING: San
Bernardino County
SUPERINTENDENT of Schools
ATTN: Front Desk Receptionist 760
East Brier Drive San Bernardino,
CA 92408 Notice is hereby given that
the San Bernardino County
Superintendent of Schools hereafter
called SUPERINTENDENT, will
receive sealed bids up to, but not
later than, the time fixed above for
procuring furniture: new or
refurbished, systems, stand alone
and classroom furniture as required
by the SUPERINTENDENT. All
bids shall be made on the bid form
furnished by the
SUPERINTENDENT. Each bid
must conform and be responsive to
all pertinent Bidding and Contract
Documents. Bids shall remain open,
valid and subject to acceptance
anytime within ninety (90) days
after the bid opening date and time
unless otherwise stipulated. The
successful VENDOR may be
required to furnish a Performance
Bond in the amount at a level to be
determined by the
SUPERINTENDENT. Sealed bids
will be received by the Front Desk
Receptionist, 760 East Brier Drive,
San Bernardino, CA 92408, on or
before the time and date stated
above. Bids will remain sealed until
the time and date stated. Bids must
be sealed and clearly marked on the
outside of the envelope in the lower
left-hand corner "BID ENCLOSED -
#23/24-0005 Furniture: Systems and
Stand Alone" No VENDOR may
withdraw his bid for a period of 90
days after the date set for the
opening thereof. To request a copy of
the Bid document, please contact
Procurement and Warehouse
Services at (909) 386-9508 or visit
<https://www.sbcss.k12.ca.us/index.php/business-services/business-support-services/procurement-and-warehouse-services/bids-upcoming>
ELECTRONIC SUBMISSION OF
BIDS WILL NOT BE ACCEPTED.
Advertisement #1: May 30, 2023
Advertisement #2: June 6, 2023
Questions Due: June 13, 2023 Bids
Due: June 21, 2023 2:00 p.m.
5/30, 6/6/23

SBS-3705158#

Manufacturer	Percentage Off List
9to5	50%
Alumni	40%
Arcadia	25%
Artopex	25%
BuzziSpace	25%
Carpets 4 Kids	list +5%
CEF	20%
Certwood	40%
Claridge	28%
Diversified	35%
ECD	52%
Encore	25%
Eurotech	25%
FireKing	35%
Fomcore	40%
FSR	15%
Hirsh	30%
Hon	40%
HPFI	40%
Humanscale	40%
Jontlcraft	list +5%
JSI	30%
Lesro	25%
LightCorp	20%
Maverick	50%
Mooreco	30%
Muzo-Works 10	10%
NPS	45%
Palmer Hamilton	15%
Platinum Visual	45%
Right Angle	40%
Safco	30%
Sico	15%
Smith System	25%
Tayco	35%
Tenjam	30%
VS	5%
Wisconsin Bench	40%
Webcoat / Superior	1.50%
Whitney Bros	5%
Workrite	25%



CULVER-NEWLIN
FURNITURE FOR SCHOOLS & OFFICES

PLEASE NOTE: LARGE QUANTITY ORDERS MAY QUALIFY FOR A DEEPER DISCOUNT, WHICH WE WILL PASS ON DIRECTLY TO THE DISTRICT

Remit To:

Orbit Event Rentals
9525 Sorensen Ave.
Santa Fe Springs, CA 90670
www.orbiteventrentals.com

Invoice

Closed	Invoice#
Wed 8/ 9/2023	51634

Bill to:

Customer #: 22819

LOWELL JOINT SCHOOL DISTRICT
A/P DEPT
11019 VALLEY HOME AVE.
Whittier, CA 90603

Job Descr: 50x100 CANOPY PURCHASE - MAYBROOK CAMPUS

PO #: T99F0007

Date Out Wed 8/ 2/2023

Terms	Aging Date
Due upon receipt	Wed 8/ 9/2023

Fold Here

Fold Here

Get your Party Off The Ground and into ORBIT!

Ordered By: DENISE M. SOTO 562 631-5440

Picked up by: DENISE M. SOTO

Sales Rep: Nori Guerrero 562-686-2247 nori@orbiteventrentals.com

Qty	Key	Items	Part#	Status	Event End Date	Price
50X100X8 USED CANOPY PURCHASE						
1	MSS	50x100x8 JUMBO ALUMINUM FRAME		Sold	Fri 7/21/2023	\$30,195.00
		INCLUDES: 50X100 USED WHITE CANOPY TOP, PIPE, FITTINGS, STAKES, PINS. TENT WALLS, TIE DOWNS AND WATER BARRELS ADDITIONAL.				
30	WB55B-1	WATER BARREL 55 GALLON (BLUE)		Sold Asset	Tue 8/ 1/2023	\$1,498.50
		FOR SAFE ANCHORING OF CANOPY.				
30	CSTRAP-1	CANOPY STRAP		Sold Asset	Tue 8/ 1/2023	\$660.00
		FOR ANCHORING TENT TO WATER BARRELS.				
1	1000DEL	FREIGHT/DELIVERY/INSTALLATION		Sold	Tue 8/ 1/2023	\$500.00

Delivery Wed 8/ 2/2023 8:00AM - 5:00PM

DENISE SOTO 562-902-4293
MAYBROOK SCHOOL
11700 Maybrook
Whittier, CA 90604

DELIVERY & INSTALL CANOPY WED. AUG 3

WATER SOURCE REQUIRED WITHIN 50FT OF TENT

- QUOTE IS BASED ON PURCHASE OF TENT ONLY, NOT RENTAL.
- USED/AS IS CONDITION. ALL SALES ARE FINAL. BUY BACK OPTION AVAILABLE, CALL FOR MORE INFO.
- DELIVERY & INSTALLATION NOT INCLUDED WITH SALE OF CANOPY BUT AVAILABLE FOR ADDITIONAL FEE.
- ONCE DELIVERED OR INSTALLED, CANOPY BECOMES PROPERTY OF LOWELL JOINT SCHOOL DISTRICT.
- OER WILL NOT BE HELD LIABLE FOR BODILY HARM OR PROPERTY DAMAGE DUE TO PURCHASED TENTS.
- IF TENT CANNOT BE STAKED IN THE GROUND, 55 GAL WATER DRUMS REQUIRED FOR ANCHORING TENT.
- 55 GAL WATER DRUMS AVAILABLE @50.00 EACH. MINIMUM 30 BARRELS RECOMMENDED FOR ANCHORING A 50X100 TENT.
- MONTHLY TENT SAFETY INSPECTION HIGHLY RECOMMENDED FOR LONG TERM USAGE

ALL SALES FINAL

Payment Due upon receipt

Please pay from this invoice.

Rental and Sales:					Sales Tax:
\$36,208.50					\$3,397.12

Total Amount:	\$39,605.62	Discount:	\$3,355.00	Total Paid	\$0.00	Total Due	\$36,250.62
---------------	-------------	-----------	------------	------------	--------	-----------	-------------

562-696-8875

www.orbiteventrentals.com

562-696-8862

Signature:

DENISE M. SOTO



August 9, 2023

Via E-Mail
jcoombs@jbsd.org

Jim Coombs
Superintendent
Lowell Joint School District
11019 Valley Home Avenue
Whittier, CA 90603

Orrick, Herrington & Sutcliffe LLP
2050 Main Street
Suite 1100
Irvine, CA 92614-8255
+1 949 567 6700
orrick.com

Donald S. Field

E dfield@orrick.com
D +1 949 852 7727
F +1 949 567 6710

Re: 2024 Election and General Obligation Bonds

Dear Mr. Coombs:

On behalf of Orrick, Herrington & Sutcliffe LLP ("Orrick"), I would like to express our appreciation for your choice of our firm to serve as bond counsel ("Bond Counsel") and disclosure counsel ("Disclosure Counsel") to Lowell Joint School District (the "Issuer"), in connection with the seeking of voter approval and proposed issuance of general obligation bonds (the "Bonds") to finance school facilities projects (the "Project"). The purpose of this engagement letter and the attached Standard Terms of Engagement (collectively, the "Agreement") is to confirm the terms and conditions upon which Orrick will be providing legal services to the Issuer. We believe that a mutual understanding of these terms and conditions at the outset is fundamental to establishing a good working relationship.

Orrick's services as bond and disclosure counsel to the Issuer in this transaction will consist of the Customary Bond Counsel Services and Customary Disclosure Counsel Services described in the Standard Terms of Engagement attached hereto and the following additional services to the Issuer with respect to seeking voter approval of the Bonds: (i) coordination with the County of Los Angeles and the County of Orange (the "Counties") election officials to ensure that the necessary legal requirements are satisfied, (ii) preparation of the necessary resolution of the District's governing board (the "District Board") required to call the election and request consolidation with any other elections to be held on the same date, (iii) attendance at such meetings of the District Board and working group conference calls as Issuer may request, and assistance to Issuer staff in preparation of such explanations or presentations to the District Board as they may request regarding the election and proceedings therefor, (iv) preparation of the form of the tax information statement required to be distributed to voters, (v) review of the ballot arguments to be prepared by or on behalf of the Issuer, if requested, solely to evaluate whether or not statements summarizing the legal terms of the ballot measure are correct, and (vi) consultation with the Issuer and its staff, counsel, and financial advisor, and with the Counties and their staff, concerning the election proceedings.

In consideration of the Bond Counsel services set forth above, the Issuer shall pay to Orrick a fee of \$60,000 for the first series of Bonds and \$47,500 for each additional series of Bonds issued. In consideration of the Disclosure Counsel services set forth above, Orrick shall be paid a fee of \$27,500 for each series of Bonds.



Jim Coombs, Superintendent
Lowell Joint School District
August 9, 2023
Page 2

These fees are based upon the assumption that each series of the Bonds will be issued on a single date, the scope of services will be limited and conform to the description thereof contained in this Agreement, the transaction will not have an extraordinary number of problems/issues, the parties will work to minimize the number of meetings, conference calls and document distributions, the Issuer will coordinate virtual attendance at meetings of the District Board which Orrick is requested to attend, the purposes of the financing and the structure of the transaction will not materially change after preparation of the documents has commenced, and the Bonds will be issued not later than six months from the date initial drafts of any of the bond issuance documents are distributed by Orrick. If any of these assumptions are incorrect, or if any unusual or unforeseen circumstances arise, and occasions substantial additional work or responsibility on the part of Orrick, Orrick will be entitled to seek additional compensation in such amount as the Issuer and Orrick shall mutually agree to be appropriate.

In addition to the fee provided above, Orrick shall be paid a fixed amount of \$2,500 for each series of Bonds to cover costs and expenses (direct and indirect) incurred in connection with the services rendered as set forth herein, including (without limitation) document reproduction and delivery, travel, long distance telephone, telecopy, word processing, computer research, secretarial overtime and other similar expenses; provided that legal publication charges and printing expenses shall be the responsibility of the Issuer.

Orrick's fees (together with expenses) shall be contingent and payable upon the issuance of the Bonds.

Invoices shall be payable by the Issuer upon issuance of the Bonds if payable from Bond proceeds and otherwise within 30 days of receipt. The obligation to pay our invoices is solely the Issuer's and is not contingent upon any right of the Issuer may have for reimbursement, indemnification or insurance; or the Issuer's receipt of any other form of payment the Issuer may claim or expect to receive from some other party.

This engagement letter and the attached Standard Terms of Engagement represent the entire understanding and agreement between the Issuer and Orrick with respect to the subject matter referred to herein. The Issuer acknowledges that this engagement letter and the attached Standard Terms of Engagement have been carefully reviewed and their content understood and that the Issuer agrees to be bound by all of the terms and conditions and represents that the person signing below has been authorized to do so on behalf of the Issuer. Furthermore, the Issuer acknowledges that Orrick has made no representations or guarantees to the Issuer regarding the successful issuance of the Bonds, the tax status of interest on the Bonds or the time necessary to complete the issuance of the Bonds.

Nothing in the Agreement or in any of the documents contemplated hereby, expressed or implied, is intended or shall be construed to give any person other than the Issuer and Orrick any legal or equitable



Jim Coombs, Superintendent
Lowell Joint School District
August 9, 2023
Page 3

right or claim under or in respect of the Agreement or with respect to services contemplated hereby, and the Agreement shall inure to the sole and exclusive benefit of the Issuer and Orrick.

The provisions of this engagement letter may only be amended in writing and signed by both parties.

The Agreement will take effect upon execution of this engagement letter, but its effective date will be retroactive to the date Orrick first performed services. This engagement letter may be executed in counterparts, and an electronically transmitted signature shall be deemed to be the legal equivalent of an original signature.

If you have any questions, please feel free to contact the undersigned. If the foregoing, together with the attached Standard Terms of Engagement, is satisfactory, please sign and return a copy of this letter to me. We look forward to working with you and to a successful completion of this transaction.

Very truly yours,

Orrick, Herrington & Sutcliffe LLP

A handwritten signature in dark ink, appearing to read "Donald S. Field".

Donald S. Field

ACKNOWLEDGED AND AGREED TO:

LOWELL JOINT SCHOOL DISTRICT

By _____

Name: Jim Coombs

Title: Superintendent

STANDARD TERMS OF ENGAGEMENT

Except as modified in writing by the engagement letter accompanying these Standard Terms of Engagement (the "Engagement Letter") or in another agreement signed by Issuer (as defined in the Engagement Letter) and Orrick, Herrington & Sutcliffe LLP ("Orrick") the following provisions shall apply to the relationship between Orrick and Issuer.

1. Issuer

Orrick's engagement is only on behalf of Issuer. In performing the services set forth in the Engagement Letter, Orrick will act as special counsel to Issuer with respect to issuance of the Bonds; Orrick will assist Issuer's counsel in representing Issuer with respect to the Bonds in a manner consistent with Orrick's role set forth in the Engagement Letter. Orrick's representation of Issuer does not encompass any governing board member, officer or employee of Issuer; any agency, department or office part of or affiliated with Issuer; or any other person or entity affiliated with Issuer. If any of these persons or entities require the services of counsel in connection with the Bonds, Orrick would be pleased to discuss whether Orrick might be able to represent any of them, but any such representation would need its own engagement letter, and would depend on Orrick's review and disclosure to all concerned of any conflicts of interest that may arise in connection with any such concurrent representation, and on appropriate consents being obtained from Issuer and from those seeking such additional representation.

2. Scope of Engagement

The scope of Orrick's representation of Issuer is limited to the specific services identified in the Engagement Letter and such additional matters as Issuer and Orrick may in their mutual discretion agree to in writing from time to time (collectively, the "Matter"). In each case, Orrick's agreement to any expansion of the scope of its representation of Issuer will be subject, among other things, to such additional conflict checks, waivers, approvals and other arrangements as Orrick may in its professional judgment deem necessary or appropriate in the circumstances and may be conditioned upon such fee adjustments or retainers as Orrick may require. Except as otherwise expressly provided in any written engagement letter (or a written amendment of a prior engagement letter) between Orrick and Issuer entered into in connection with such expansion of the scope of Orrick's representation, the agreement reflected in these Standard Terms of Engagement and in the Engagement Letter applies to Orrick's current representation of Issuer and, to the fullest extent practicable, to any subsequent matters that Orrick agrees to undertake on Issuer's behalf. Orrick's services will not extend to other business or legal affairs of Issuer or to any other aspect of Issuer's activities. Orrick's receipt or use of confidential or other information from Issuer or others in the course of the representation described in the Engagement Letter does not mean that Orrick will render any advice or services other than those described in the Engagement Letter.

The parties agree that Orrick is not acting in a staff capacity or otherwise assuming the responsibilities for any public official currently designated in Issuer's conflict of interest code.

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4132-5821-2367.12

The parties also agree that Orrick is not being retained to, has no duty to, and will not, advise Issuer or otherwise be involved in Issuer's decisions as to (a) whether Issuer should issue the Bonds, (b) the principal amount, interest rate or other pricing terms of the Bonds, (c) what project(s) is/are to be financed or refinanced through the issuance of the Bonds (the "Project"), (d) whether Issuer should enter into contracts related to the possible issuance of the Bonds or (e) the financial terms to be included in the Bonds and/or any such contracts (collectively, the "Governmental Decisions"). Instead, Orrick is being retained to advise and to render opinions as to the validity of or other legal matters respecting the issuance or sale of the Bonds Issuer determines to issue and certain contracts Issuer determines to enter into in connection with the Bonds, as set forth in the Engagement Letter. Issuer also agrees that Orrick is not being retained, and has no duty, to provide financial advice of any kind to Issuer in connection with the foregoing. Issuer, through its governing board, staff and independent legal counsel, will be exercising its independent judgment regarding the Governmental Decisions. Issuer acknowledges that Orrick has not been involved with the preliminary discussions, evaluation, planning, drawing of plans and specifications and solicitation of bids related to the Project.

Customary Bond Counsel Services

When Orrick's role is Bond Counsel to Issuer, Orrick shall perform the following legal services to Issuer:

- (1) Analysis of eligibility of the Project under state law and for interest on the Bonds to excluded from gross income for federal income tax purposes.
- (2) Consultation with representatives of Issuer, Issuer's counsel, and any financial advisor or underwriters, and others, with respect to the timing, terms, and legal structure of the proposed Bonds.
- (3) Preparation of the resolution of the governing board of Issuer approving the issuance and sale of the Bonds and the documents to be adopted or entered into by Issuer required for the issuance of the Bonds, including the bond resolution or the indenture of trust or trust agreement between Issuer and a trustee (or, if applicable, the supplement to an existing bond resolution, indenture or trust agreement) (the "Major Legal Documents").
- (4) If the Bonds are to be sold through a competitive sale, preparation of the official notice of sale and the notice of intention to sell.
- (5) In the case of a refunding, preparation of the refunding escrow agreement.
- (6) Preparation of summaries of the Major Legal Documents included in the official statement for the Bonds (the "Official Statement").

(7) Participation in such meetings of Issuer and working group meetings or conference calls as Issuer may request.

(8) Preparation of final closing papers to be executed by Issuer required to effect delivery of the Bonds (including the Tax Agreement).

(9) Rendering of Orrick's customary form of final legal opinion to Issuer on the validity of the Bonds and the tax-exempt status of interest thereon, and, if required by the underwriters of the Bonds, Orrick's customary form of supplemental opinion to the underwriters on the accuracy of summaries contained in the Official Statement of the Major Legal Documents and the tax portion of said final legal opinion and certain other matters and, in the case of a refunding, Orrick's customary form of defeasance opinion.

(10) Providing, in electronic form, closing transcripts.

Limitations

Bond Counsel services are limited to those specifically set forth above. For example, Bond Counsel services do not include representation of Issuer or any other party in any litigation or other legal or administrative proceeding, audit or investigation involving the Bonds or any use or investment of the proceeds thereof, or any related matter. Additionally, Bond Counsel services do not include any responsibility for the preparation or content of any Official Statement or other disclosure document or presentation (other than preparation of a summary of the Major Legal Documents and of the portion of the opinion to be rendered by Bond Counsel concerning certain tax matters) or any rating agency or investor presentation or the preparation of any credit enhancement agreement, investment agreement or swap agreement. Bond Counsel services also do not include any responsibility for compliance with any federal or state securities laws, environmental, land use, procurement, real estate, construction, insurance or (except as required for tax exemption of the Bonds) tax laws or for title to, recording, filing or perfection or continuation of any liens or security interests in real or personal property. It is not the role or responsibility of Bond Counsel to assure that the interests of any parties other than Issuer are addressed or that any conditions to closing the transaction, other than as necessary in Bond Counsel's judgment to render the legal opinions delivered by Bond Counsel, have been satisfied or addressed. Neither Bond Counsel's role in the Bond closing nor Bond Counsel's provision of closing transcripts shall imply the completeness or adequacy of any items included in the closing transcript for any purpose other than as expressly addressed in the legal opinions delivered by Bond Counsel. Bond Counsel services are limited to legal advice and do not include any financial advice or analysis, including advice concerning whether or not to issue the Bonds, or adopt any Bond related resolutions or enter into any Bond related agreements. Bond Counsel services do not extend past the date of issuance of the Bonds and do not, for example, include services related to rebate or other post-issuance tax compliance, continuing disclosure, amendments to any of the

Bond related documents, post-issuance investments, interest rate swaps or management contracts entered into after the date of issuance of the Bonds, or redemption or defeasance of the Bonds. Any involvement by Bond Counsel in any of the matters referred to in this paragraph shall not constitute a waiver of any of the foregoing limitations on Bond Counsel's responsibilities unless otherwise agreed to in writing.

Customary Disclosure Counsel Services

When Orrick's role is Disclosure Counsel to Issuer, Orrick shall perform the following legal services to Issuer:

(1) Assistance in preparing a preliminary official statement (the "Preliminary Official Statement") and a final official statement (the "Official Statement") for the Bonds. Such assistance will consist of participation in conferences with the Issuer, the underwriters of the Bonds (the "Underwriters"), their respective counsel, Issuer's financial advisor and other relevant participants, assistance in the preparation of information about the Bonds, Issuer and other material information and assistance in coordinating posting, printing or reproduction of the Preliminary Official Statement and the Official Statement, the cost of which shall be the responsibility of Issuer.

(2) Rendering, in Orrick's customary form, addressed only to the Underwriters, of a so-called "10b-5 letter" (subject to customary limitations and exclusions).

Unless Orrick is also bond counsel, Issuer will rely upon, and Orrick will assume the accuracy of, the opinion of bond counsel with respect to the validity of the Bonds and the Bond documents, the federal and state tax-exempt status of interest on the Bonds, exemption from registration of the Bonds under applicable securities laws, and other matters customarily covered by opinions of bond counsel and counsel to other parties, and Orrick will not undertake any independent consideration thereof or have any other responsibility therefor. Bond counsel will also be responsible for preparing summaries of legal documents for inclusion in the Preliminary Official Statement and the Official Statement and giving an opinion as to the accuracy of the summaries of the legal documents and the Bonds and of Orrick's tax opinion contained in the Official Statement.

In performing Disclosure Counsel services, in addition to relying on the opinions described above, Orrick will be entitled to rely on the accuracy and completeness of information provided and certifications made by Issuer, the financial advisor, consultants, accountants, the underwriters, various counsel and other parties, without independent investigation or verification. While Orrick will undertake certain activities in order to provide the negative conclusion that constitutes the so-called "10b-5 letter", such activities are inherently limited in character and in scope. They cannot and will not encompass all of the activities an underwriter may be required to undertake in order to establish a due diligence or reasonable investigation defense (if available), and the securities

laws do not permit an underwriter to delegate completely duties of due diligence or reasonable investigation it may have to counsel.

Limitations

Disclosure Counsel services will be limited to those specifically set forth above and, for example, will not include other services, including but not limited to matters relating to the mode or manner of dissemination of the official statement, the accuracy of any printing or posting of the official statement, registration or qualification of the Bonds under federal or state securities laws, derivative products, regulatory matters (such as compliance with FINRA or MSRB rules or other broker-dealer regulations) or independent investigation of prior compliance with continuing disclosure undertakings, and will not include preparation or review of any rating agency or investor presentation or representation in any litigation or other legal or administrative proceeding, audit or investigation involving the Official Statement, the Bonds, the Project or any related matter. Disclosure Counsel services do not include any financial advice or analysis. Disclosure Counsel services are limited to legal advice and do not extend past the date of issuance of the Bonds and do not, for example, include services related to any post-issuance amendment of or supplement to the Official Statement or to any continuing disclosure. Any involvement by Disclosure Counsel in any of the matters referred to in this paragraph shall not constitute a waiver of any of the foregoing limitations on Disclosure Counsel's responsibilities unless otherwise agreed to in writing.

3. Costs and Expenses

Unless otherwise provided in the Engagement Letter, Issuer will pay Orrick for costs and expenses (direct and indirect) incurred in connection with the services set forth in the Engagement Letter, including (without limitation) filing and publication, document reproduction and delivery, travel, long distance telephone, telecopy, word processing, computer research, secretarial overtime, closing transcript and other similar expenses. Indirect costs, such as word processing, document reproduction and transcript costs, shall be payable at Orrick's standard cost recovery rates from time to time in effect.

Any filing, publication or printing costs required in connection with the Bonds shall be paid directly by the Issuer, but if paid by Orrick on behalf of Issuer, Issuer shall reimburse Orrick for such costs upon demand.

If any claim or action is brought against Orrick or any of its personnel which alleges negligence or wrongdoing of Issuer, or if Orrick or any current or former attorney or employee of Orrick is asked or required by a third party to testify or produce documents as a result of Orrick's representation of Issuer, Issuer agrees to pay Orrick for any resulting costs or expenses, including

Orrick's time, even if Orrick's representation of Issuer has ended. This paragraph is not intended to apply to any claim brought by or on behalf of Issuer alleging wrongdoing by Orrick.

4. Waiver of Conflicts of Interest

Orrick's agreement to represent Issuer in connection with the Matter is conditioned upon the understanding that Orrick is free to represent any clients (including entities that may be adverse to the Issuer) and to take positions adverse to either Issuer or an affiliate in any matters (whether involving the same substantive area(s) of law for which Issuer has retained Orrick or some other unrelated area(s), and whether involving business transactions, patent prosecution and patent validity and infringement opinion work, counseling, litigation or otherwise). Orrick agrees, however, to not represent any party other than Issuer in connection with the Bond financing prior to the date of termination determined in accordance with Paragraph 9 hereof without the consent of Issuer. In this connection, Issuer should be aware that Orrick regularly provides legal services for many private and public entities in connection with a wide variety of matters. (A summary of Orrick's current practice areas and the principal industries in which Orrick represents clients can be found on Orrick's web site at www.orrick.com.) For example, Orrick has represented, is representing or may in the future represent other public entities, underwriters, trustees, rating agencies, insurers, credit enhancement providers, lenders, borrowers, developers, contractors, suppliers, financial and other consultants/advisors, accountants, investment and swap providers/brokers, providers/brokers of derivative products and others who may have a role or interest in the Bond financing or the Project or that may be involved with or adverse to Issuer. In addition, Orrick's wholly-owned subsidiary BLX Group LLC may provide financial advisory services, including arbitrage rebate compliance and other post-issuance compliance services, to other parties involved in the Bond financing and Orrick may provide legal advice to such other parties in connection with such BLX Group LLC services. Orrick will, of course, hold in confidence Issuer's secrets and confidences. Similarly, Issuer understands that while Orrick may obtain confidential information from other clients that may be of interest to Issuer, Orrick cannot share such information with Issuer. Issuer acknowledges that it has had the opportunity to consult with its counsel about the consequences of the waiver set forth in this paragraph. Issuer consents to these other representations, agrees that it will not seek to disqualify Orrick from any such present or future representations, and waives any actual or potential conflict of interest that might arise or be deemed to arise, now or in the future, from this engagement of Orrick in the Matter and any past, current or future representations.

5. Internal Communications

The occasion might arise for Orrick, at Orrick's own expense, to consult regarding the Matter or this engagement with its own counsel (e.g., Orrick's General Counsel, other firm lawyers working with Orrick's General Counsel who do not perform work for Issuer in connection

with the services provided pursuant to this Engagement Agreement, or Orrick's own outside counsel). To the extent that Orrick is addressing its own rights or responsibilities, a conflict of interest might be deemed to exist between Orrick and Issuer as to such consultation or resulting communications, particularly if a dispute were ever to arise between Orrick and Issuer regarding the Matter. A condition of this engagement is that Issuer hereby consents to such consultation occurring, and waives any claim of conflict of interest based on such consultation or resulting communications that could otherwise disqualify Orrick from continuing to represent Issuer or from acting in Orrick's own behalf, even if such consultation or communications might be deemed adverse to the interests of Issuer. Issuer acknowledges and agrees that any such consulting and communications are protected from disclosure to Issuer by Orrick's own attorney-client privilege.

6. Responsibilities of Orrick and Issuer

Issuer shall have and will rely on Issuer's elected, appointed or retained chief legal officer or on outside counsel (other than Orrick) ("Issuer Counsel") to render day-to-day and ongoing general legal services and to advise Issuer with respect to all Governmental Decisions. Orrick shall circulate documents to and coordinate its services with Issuer Counsel to the extent requested by Issuer or Issuer Counsel. Orrick shall be entitled to assume that Issuer Counsel has reviewed all documents and matters submitted to Issuer for adoption or approval or to officers of Issuer for execution prior to such adoption, approval or execution.

In rendering opinions and performing legal services, Orrick shall be entitled to rely on the accuracy and completeness of information provided and certifications made by, and opinions provided by counsel to, Issuer and other parties, counsel and consultants, without independent investigation or verification. Knowledge of attorneys and non-attorneys at Orrick not working directly on the Matter will not be imputed to Orrick nor shall there be any duty on Orrick's part to make any inquiry of such other attorneys or non-attorneys.

Orrick will provide to Issuer legal counsel and assistance in accordance with the Engagement Letter and this Standard Terms of Engagement. Issuer will not look to or rely upon Orrick for any investment, accounting, financial or other non-legal advice or for any advice with respect to Governmental Decisions, including without limitation any advice regarding the character or credit of any person with whom Issuer may be dealing. Although Orrick will at times communicate with Issuer by e-mail, letter, or other written form, Orrick may provide much of its counsel and assistance in telephone conversations and meetings with Issuer. In addition, Orrick shall have the right, subject to applicable rules of professional responsibility, to discard any files or other materials relating to the Matter either before or after termination of Orrick's representation of Issuer.

For Orrick to represent Issuer effectively, Orrick needs Issuer to provide Orrick with complete and candid information regarding matters relating to the Bonds and the Project, and, if

Orrick is providing Disclosure Counsel Services, regarding financial, operating and other information material to prospective investors in the Bonds, to keep Orrick informed of relevant developments, to make decisions necessary for Orrick to fulfill its responsibilities with respect to the Bonds and otherwise to provide to Orrick Issuer's reasonable assistance and cooperation.

Orrick shall maintain errors and omissions insurance coverage applicable to the services to be rendered pursuant to the Engagement Letter.

The Engagement Letter and these Standard Terms and Conditions shall not be the basis of any breach of contract claim that would have the effect of extending any statute of limitations pertaining to legal malpractice to the statute of limitations pertaining to breach of contract.

Orrick will not be responsible for any services performed by, or acts or omissions of, any co-counsel or other transaction participant.

7. Client Files (Cloud Storage, Retention and Disposition)

Orrick recognizes that cloud computing services offer valuable tools to its clients and has entered into arrangements with certain providers of those services to host, process, and analyze data, including client data. Orrick's primary Data Management System is cloud based in all permissible jurisdictions.

Unless otherwise required by outside counsel guidelines or specific client instruction, Orrick will retain all hardcopy and electronic records for a period of years consistent with Orrick's internal records retention policy. When that time expires, Orrick's policy is to destroy all records related to the Matter in a manner that preserves confidentiality. Orrick will use its best efforts to contact Issuer, using the most up to date contact information in Orrick's possession, 60 days prior to the destruction of any of Issuer's records, so that Issuer may provide alternate retention instructions as necessary. Issuer understands and agrees that records related to the Matter will be destroyed in the absence of such alternate instruction or if Orrick is unable to establish contact with Issuer. If Issuer has a records retention policy in place with which outside counsel will need to comply, Issuer shall advise Orrick so that Orrick may so inform its records department.

Issuer understands that "materials" include paper files as well as information in other forms of storage, including voicemail, e-mail, printer files, electronic document files, facsimiles, dictation recordings, video files, and other formats. Orrick reserves the right, at Orrick's expense, to make copies of documents generated or received by Orrick in the course of Orrick's representation of Issuer. When Issuer requests copies of documents from Orrick, copies that Orrick generates will be made at Issuer's expense. Orrick will maintain the confidentiality of all documents throughout this process.

Orrick's own files pertaining to the Matter will be retained by Orrick (as opposed to being sent to Issuer) or destroyed. These files include, for example, internal communications, firm administrative records, time and expense reports, personnel and staffing materials, and credit and account records. For various reasons, including the minimization of unnecessary storage expenses, Orrick reserves the right to destroy or otherwise dispose of any of Orrick's own files within a reasonable time after Orrick's engagement pertaining to the Matter has concluded.

Orrick will not retain, use, or disclose the personal information we receive in connection with our representation of Issuer for any (i) purpose other than for the specific purpose of our representing Issuer and for our performance under the Engagement Letter, or as otherwise permitted by applicable privacy laws, or (ii) other commercial purpose unless otherwise required or permitted by outside counsel guidelines or specific Issuer instruction.

8. Use of Artificial Intelligence Tools and Machine Learning

Orrick strives to maximize the benefits that innovative tools and approaches can provide for Issuer. Orrick recognizes that cloud-based tools that use artificial intelligence or machine learning can be used to improve the efficacy and accuracy of legal services. Use of artificial intelligence and machine learning tools can also help to reduce the cost of providing legal services. Orrick has entered into arrangements with certain providers of artificial intelligence and machine learning tools to host, process, and analyze data, including client data, and, depending on the nature of the matter, will assess whether the use of such tools would benefit Issuer. Like online services or platforms, such tools are not immune from security or quality compromises, but all are subject to Orrick's cyber security vendor risk management program. Additionally, artificial intelligence or machine learning tools may not be configured to the precise parameters of the required work, as many have pre-built machine learning models that vary as the tool ingests data. Orrick may use data gathered by using these tools to improve budgeting, precedent libraries, template documents, and other data sets to improve client service. Data that is processed into artificial intelligence tools may also be used to improve machine learning algorithms at Orrick or in the tools of third-party vendors. If Issuer hereby consents to the use of cloud-based artificial intelligence or machine learning tools unless Issuer has advised Orrick not to do so.

9. Termination

Issuer may terminate Orrick's representation of Issuer at any time, with or without cause. Orrick may terminate its representation of Issuer at any time, with or without cause, subject to applicable rules of professional responsibility, including if, among other things, Issuer fails to cooperate or follow Orrick's advice on a material matter, or any fact or circumstance arises that, in Orrick's view, renders Orrick's continuing representation unlawful or unethical. Orrick may terminate or suspend its representation of Issuer, subject to applicable rules of professional responsibility, if the Issuer fails to make timely payment on any invoice. In the event of

termination by either Issuer or Orrick, Issuer shall pay Orrick fees and costs for work performed prior to termination and Orrick will have no responsibility or liability whatsoever for any subsequent use of documents prepared or advice provided by Orrick prior to termination. Issuer acknowledges that it has had an opportunity to consult with its counsel about the consequences of Orrick's disclaimer of responsibility and liability herein.

10. Date of Termination

Orrick's representation of Issuer will be considered terminated at the earliest of (i) Issuer's termination of the representation, (ii) Orrick's withdrawal from the representation, (iii) the substantial completion of Orrick's substantive work for Issuer; (iv) the issuance of the Bonds; or (vi) the Issuer's abandonment of the Bond financing.

11. Arbitration Right – Applicable to Engagements Governed by New York law

Please note that in the event that a dispute arises relating to Orrick's fees, Issuer may have the right to arbitration of the dispute pursuant to Part 137 of the Rules of the Chief Administrator of the Courts, a copy of which will be provided to Issuer upon Issuer's request.

12. Disclosure for Promotional Purposes

Except as Issuer may otherwise inform Orrick, and subject to any confidentiality arrangements or agreements of which Orrick is made aware between Issuer and any other party with respect to the Matter, Issuer agrees that Orrick may include, in a list of transactions and litigations which Orrick uses for promotional (including press releases and social media posting) and internal purposes, a summary description of publicly disclosed aspects of the Matter.

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2023-24 NO. 902

**A RESOLUTION OF THE BOARD OF TRUSTEES
OF THE LOWELL JOINT SCHOOL DISTRICT
OF LOS ANGELES AND ORANGE COUNTIES, CALIFORNIA,
TO CERTIFY INFORMATION FOR STATE ALLOCATION BOARD
(SAB) ADMINISTERED PROGRAM PROJECTS**

WHEREAS, Education Code established multiple programs to be administered by the Office of Public School Construction, under the Department of General Services, as staff to the State Allocation Board; and

WHEREAS, the Board of Trustees and Lowell Joint School District will be requesting eligibility, funding, and/or certifying information for one or more SAB-administered program projects pursuant to, but not limited to, Chapter 12.5, Part 10, and Article 7, Chapter 3, Part 10.5, under Division 1 and Title 1 commencing with Section 17070.10, et. seq. of the Education Code; and

WHEREAS, the Board of Trustees is required to identify the School District Representatives that will sign, submit, and certify documents and act as liaison with the Office of Public School Construction as staff to the State Allocation Board; and

WHEREAS, the Board of Trustees and Lowell Joint School District understand that the signing and submittal of forms on behalf of the school district commits the school district to comply with program requirements; and

WHEREAS, the Board of Trustees has identified the following positions, and the individuals currently serving in that capacity, as the District Representatives:

- ◆ Superintendent - Jim Coombs
- ◆ Assistant Superintendent, Business Services – David Bennett

NOW, THEREFORE, BE IT HEREBY RESOLVED the Board of Trustees and Lowell Joint School District authorizes the District Representative(s) to execute documents as necessary to carry out the provisions of this resolution.

APPROVED AND ADOPTED this 11TH day of September, 2023.

AYES: Karen L. Shaw, Anastasia M. Shackelford, Anthony A. Zegarra, Christine J. Berg


NOES: None

ABSENT: Melissa A. Salinas

ABSTAIN: None

I, Jim Coombs, Secretary to the Board of Trustees of the Lowell Joint School District of Los Angeles and Orange Counties, California, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on the 11th day of September, 2023, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 11th day of September 2023.



Jim Coombs, Secretary to the Board of Trustees

RESOLUTION 2023/24 No. 903

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT OF LOS ANGELES AND ORANGE
COUNTIES, CALIFORNIA,
GANN AMENDMENT APPROPRIATIONS LIMIT**

WHEREAS, Article XIII B of the California Constitution provides certain limitations and controls on the total annual appropriations of any school district; and

WHEREAS, Division 9 (commencing with Section 7900) of Title I of the Government Code provides for the implementation of Article XIII B; and

WHEREAS, Government Code Section 7900 provides that the governing body of each school district shall annually adopt a resolution to identify the estimated appropriations limit for the district for the current fiscal year and the actual appropriations limit for the district for the preceding fiscal year.

NOW, THEREFORE BE IT RESOLVED, the Board of Trustees of the Lowell Joint School District hereby resolves and declares as follows:

The actual appropriations limit for 2022-23 was \$14,825,437.73 and the appropriations in the 2022-23 budget did not exceed the limitations imposed by Article XIII B of the California Constitution.

The appropriations limit for 2023-24 is estimated to be \$15,429,494.26 and the appropriations in the 203-24 budget do not exceed the limitations imposed by Article XIII B of the California Constitution.

BE IT FURTHER RESOLVED that the documentation used in determining the appropriations limit shall be available to the public at 11019 Valley Home Avenue, Whittier, CA 90603.

APPROVED AND ADOPTED by the Board of Trustees of the Lowell Joint School District the 11th day of September, 2023.

AYES: Karen L. Shaw, Anastasia M. Shackelford, Anthony A. Zegarra, Chrisitne J. Berg

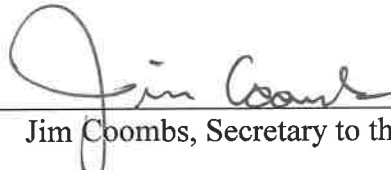
NOES: None

ABSTAIN: None

ABSENT: Melissa A. Salinas

I, Jim Coombs, Secretary to the Board of Trustees of the Lowell Joint School District of Los Angeles and Orange Counties, California, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board of Trustees at a regular meeting thereof held on the 11th day of September, 2023 and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 11th day of September, 2023.



Jim Coombs, Secretary to the Board of Trustees

LOWELL JOINT SD
PURCHASE ORDER DETAIL REPORT
 BOARD OF TRUSTEES MEETING 09/11/2023

FROM 07/01/2023 TO 07/31/2023

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
T99F0001	GRUETT TREE COMPANY	6,825.00	6,825.00	0100000100 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
T99F0002	EAST WHITTIER GLASS & MIRROR	2,364.00	2,364.00	0100000092 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
T99F0003	IMAGE APPAREL FOR BUSINESS	8,506.29	8,506.29	0100000098 5895	GF-Unrest-Not Applicable / Uniforms
T99F0004	BACKFLOW TESTING SERVICE	11,529.00	992.00	0100000089 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			464.00	0100000090 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			928.00	0100000091 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			5,875.00	0100000093 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			3,270.00	0100000094 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
T99F0005	HUNTINGTON HARDWARE CO. INC.	1,658.88	1,658.88	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99F0006	NEW MANAGEMENT INC	731.99	731.99	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99M0003	AMERICAN EXPRESS	3,000.00	3,000.00	0100000317 4300	/ Materials and Supplies
T99M0006	AMERICAN EXPRESS	830.86	830.86	0100000317 4300	/ Materials and Supplies
T99M0014	AMERICAN EXPRESS	418.84	418.84	0100000317 4300	/ Materials and Supplies
T99M0017	AMERICAN EXPRESS	199.00	199.00	0100000317 5810	/ Licenses/Technology
T99R0017	MPI-MILLER PLUMBING INC	1,600.00	1,600.00	0100000317 4300	/ Materials and Supplies
T99R0018	WHITTIER CHAMBER OF COMMERCE	539.00	539.00	0100000317 5300	/ Dues and Memberships
T99R0020	COALITION FOR ADEQUATE SCHOOL	543.00	543.00	0100000065 5300	GF-Unrest-Not Applicable / Dues and Memberships
T99R0021	LA HABRA AREA CHAMBER OF COMME	360.00	360.00	0100000317 5300	/ Dues and Memberships
T99R0022	SCHOOL SERVICES OF CALIFORNIA	295.00	295.00	0100000071 5200	GF-Unrest-Not Applicable / Travel and Conferences
T99R0053	SPORTS JACKETS UNLIMITED	44.10	44.10	0100000317 4300	/ Materials and Supplies
T99R0062	ACTION TROPHY	12.50	12.50	0100000317 4300	/ Materials and Supplies
T99R0065	CALIFORNIA SCHOOL BOARDS ASSOC	11,349.00	11,349.00	0100000317 5300	/ Dues and Memberships
T99U0001	SOUTHERN CALIFORNIA GAS CO	47,150.00	4,000.00	0100000280 5520	Utilities/LCAP G1 A5 / Natural Gas Services
			11,500.00	0100000281 5520	Utilities/LCAP G1 A5 / Natural Gas Services

LOWELL JOINT SD
PURCHASE ORDER DETAIL REPORT
 BOARD OF TRUSTEES MEETING 09/11/2023

FROM 07/01/2023 TO 07/31/2023

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
T99U0001	*** CONTINUED ***		10,000.00	0100000282 5520	Utilities/LCAP G1 A5 / Natural Gas Services
			3,000.00	0100000283 5520	Utilities/LCAP G1 A5 / Natural Gas Services
			8,300.00	0100000284 5520	Utilities/LCAP G1 A5 / Natural Gas Services
			600.00	0100000285 5520	Utilities/LCAP G1 A5 / Natural Gas Services
			250.00	0100000286 5520	Utilities/LCAP G1 A5 / Natural Gas Services
			500.00	0100000287 5520	Utilities/LCAP G1 A5 / Natural Gas Services
			9,000.00	0100000288 5520	Utilities/LCAP G1 A5 / Natural Gas Services
T99U0002	SOUTHERN CALIFORNIA EDISON	415,000.00	56,000.00	0100000112 5510	GF-Unrest-Not Applicable / Electricity Services
			28,000.00	0100000114 5510	GF-Unrest-Not Applicable / Electricity Services
			51,000.00	0100000116 5510	GF-Unrest-Not Applicable / Electricity Services
			58,000.00	0100000118 5510	GF-Unrest-Not Applicable / Electricity Services
			53,000.00	0100000119 5510	GF-Unrest-Not Applicable / Electricity Services
			30,000.00	0100000120 5510	GF-Unrest-Not Applicable / Electricity Services
			29,000.00	0100000122 5510	GF-Unrest-Not Applicable / Electricity Services
			100,000.00	0100000123 5510	GF-Unrest-Not Applicable / Electricity Services
			10,000.00	0100000125 5510	GF-Unrest-Not Applicable / Electricity Services
T99X0007	SOUTHWEST SCHOOL SUPPLY	1,500.00	1,500.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0001	WARE DISPOSAL	47,800.00	3,500.00	0100000112 5560	GF-Unrest-Not Applicable / Waste Disposal
			3,500.00	0100000114 5560	GF-Unrest-Not Applicable / Waste Disposal
			3,500.00	0100000116 5560	GF-Unrest-Not Applicable / Waste Disposal
			3,500.00	0100000118 5560	GF-Unrest-Not Applicable / Waste Disposal
			3,500.00	0100000119 5560	GF-Unrest-Not Applicable / Waste Disposal
			2,500.00	0100000120 5560	GF-Unrest-Not Applicable / Waste Disposal
			2,800.00	0100000122 5560	GF-Unrest-Not Applicable / Waste Disposal
			20,000.00	0100000123 5560	GF-Unrest-Not Applicable / Waste Disposal
			5,000.00	0100000125 5560	GF-Unrest-Not Applicable / Waste Disposal
T99Z0002	BROTHERS AUTOMOTIVE INC	1,000.00	1,000.00	0100000098 5630	GF-Unrest-Not Applicable / Repairs or Maintenance

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T99Z0003	HUNTINGTON HARDWARE CO. INC.	2,500.00	2,500.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0004	CITY OF LA HABRA	38,000.00	18,000.00	0100000098 4360	GF-Unrest-Not Applicable / Tires, Fuel and Oil
			18,000.00	0100000108 4360	GF-Unrest-Not Applicable / Tires, Fuel and Oil
			2,000.00	1353100052 4360	/ Tires, Fuel and Oil
T99Z0005	THE HOME DEPOT PRO INSTITUTION	94,000.00	17,000.00	0100000089 4300	GF-Unrest-Not Applicable / Materials and Supplies
			12,000.00	0100000090 4300	GF-Unrest-Not Applicable / Materials and Supplies
			12,000.00	0100000091 4300	GF-Unrest-Not Applicable / Materials and Supplies
			12,000.00	0100000092 4300	GF-Unrest-Not Applicable / Materials and Supplies
			12,000.00	0100000093 4300	GF-Unrest-Not Applicable / Materials and Supplies
			12,000.00	0100000096 4300	GF-Unrest-Not Applicable / Materials and Supplies
			17,000.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0006	HOME DEPOT CREDIT SERVICES	16,000.00	2,000.00	0100000089 4300	GF-Unrest-Not Applicable / Materials and Supplies
			2,000.00	0100000090 4300	GF-Unrest-Not Applicable / Materials and Supplies
			2,000.00	0100000091 4300	GF-Unrest-Not Applicable / Materials and Supplies
			2,000.00	0100000092 4300	GF-Unrest-Not Applicable / Materials and Supplies
			2,000.00	0100000093 4300	GF-Unrest-Not Applicable / Materials and Supplies
			2,000.00	0100000095 4300	GF-Unrest-Not Applicable / Materials and Supplies
			2,000.00	0100000096 4300	GF-Unrest-Not Applicable / Materials and Supplies
			2,000.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0007	AAA ELECTRIC MOTOR SALES & SER	5,600.00	800.00	0100000089 4300	GF-Unrest-Not Applicable / Materials and Supplies
			800.00	0100000090 4300	GF-Unrest-Not Applicable / Materials and Supplies
			800.00	0100000091 4300	GF-Unrest-Not Applicable / Materials and Supplies
			800.00	0100000092 4300	GF-Unrest-Not Applicable / Materials and Supplies
			800.00	0100000093 4300	GF-Unrest-Not Applicable / Materials and Supplies
			800.00	0100000096 4300	GF-Unrest-Not Applicable / Materials and Supplies
			800.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0008	AC PRO	4,500.00	500.00	0100000089 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000090 4300	GF-Unrest-Not Applicable / Materials and Supplies

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T99Z0008	*** CONTINUED ***		500.00	0100000091 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000092 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000093 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000095 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000096 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0009	AUTOZONE	750.00	750.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0010	BEE GONE BEE REMOVAL SERVICE	4,000.00	500.00	0100000100 5570	GF-Unrest-Not Applicable / Pest Control
			500.00	0100000101 5570	GF-Unrest-Not Applicable / Pest Control
			500.00	0100000102 5570	GF-Unrest-Not Applicable / Pest Control
			500.00	0100000103 5570	GF-Unrest-Not Applicable / Pest Control
			500.00	0100000104 5570	GF-Unrest-Not Applicable / Pest Control
			500.00	0100000105 5570	GF-Unrest-Not Applicable / Pest Control
			500.00	0100000106 5570	GF-Unrest-Not Applicable / Pest Control
			500.00	0100000108 5570	GF-Unrest-Not Applicable / Pest Control
T99Z0011	BEST LAWNMOWER INC.	1,500.00	1,500.00	0100000108 5633	GF-Unrest-Not Applicable / Repairs/Tools
T99Z0012	BUG FLIP	4,800.00	600.00	0100000113 5570	GF-Unrestricted / Pest Control
			600.00	0100000115 5570	GF-Unrestricted / Pest Control
			600.00	0100000117 5570	GF-Unrestricted / Pest Control
			600.00	0100000121 5570	GF-Unrestricted / Pest Control
			600.00	0100000137 5570	GF-Unrestricted / Pest Control
			600.00	0100000139 5570	GF-Unrestricted / Pest Control
			600.00	0100000141 5570	GF-Unrestricted / Pest Control
			600.00	0100000142 5570	GF-Unrestricted / Pest Control
T99Z0013	BUG FLIP	4,800.00	500.00	0100000113 5570	GF-Unrestricted / Pest Control
			700.00	0100000115 5570	GF-Unrestricted / Pest Control
			500.00	0100000117 5570	GF-Unrestricted / Pest Control

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T99Z0013	*** CONTINUED ***		700.00	0100000121 5570	GF-Unrestricted / Pest Control
			700.00	0100000137 5570	GF-Unrestricted / Pest Control
			1,000.00	0100000139 5570	GF-Unrestricted / Pest Control
			200.00	0100000141 5570	GF-Unrestricted / Pest Control
			500.00	0100000142 5570	GF-Unrestricted / Pest Control
T99Z0014	CANNINGS HARDWARE LA HABRA	3,500.00	500.00	0100000089 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000090 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000091 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000092 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000095 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000096 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0015	CASE PARTS COMPANY	500.00	500.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0016	DANGELO COMPANY	8,000.00	1,000.00	0100000089 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			1,000.00	0100000090 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			1,000.00	0100000091 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			1,000.00	0100000092 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			1,000.00	0100000093 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			1,000.00	0100000095 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			1,000.00	0100000096 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			1,000.00	0100000098 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
T99Z0017	DANIELS TIRE SERVICE INC.	10,000.00	10,000.00	0100000098 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
T99Z0018	EAST WHITTIER GLASS & MIRROR	12,000.00	1,500.00	0100000089 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			1,500.00	0100000090 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			1,500.00	0100000091 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			1,500.00	0100000092 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			1,500.00	0100000093 5630	GF-Unrest-Not Applicable / Repairs or Maintenance

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T99Z0018	*** CONTINUED ***		1,500.00	0100000094 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			1,500.00	0100000096 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			1,500.00	0100000098 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
T99Z0019	GLASBY MAINTENANCE SUPPLY	140,000.00	20,000.00	0185100004 4300	RRMA-Cust/Jordan / Materials and Supplies
			20,000.00	0185100005 4300	RRMA/Cust-Macy / Materials and Supplies
			20,000.00	0185100006 4300	RRMA-Cust/MG / Materials and Supplies
			20,000.00	0185100007 4300	RRMA-Cust/Olita / Materials and Supplies
			10,000.00	0185100009 4300	RRMA-Cust/D.O. / Materials and Supplies
			10,000.00	0185100017 4300	RRM-Custodial-Fac/M&O / Materials and Supplies
			20,000.00	0185100022 4300	RRMA-Custodial/Maybrook / Materials and Supplies
			20,000.00	1851000003 4300	RRMA-Cust/EP / Materials and Supplies
T99Z0020	JAMES HARDWARE COMPANY	8,000.00	1,000.00	0100000089 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000090 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000091 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000092 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000093 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000095 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000096 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0021	LOWES	8,000.00	1,000.00	0100000089 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000090 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000091 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000092 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000093 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000095 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000096 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0022	NAPA AUTO PARTS	500.00	500.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies

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T99Z0023	PDQ EQUIPMENT RENTAL	15,000.00	15,000.00	0100000098 5610	GF-Unrest-Not Applicable / Rentals & Leases
T99Z0024	PEST OPTION INC.	4,800.00	800.00	0100000113 5570	GF-Unrestricted / Pest Control
			800.00	0100000115 5570	GF-Unrestricted / Pest Control
			800.00	0100000117 5570	GF-Unrestricted / Pest Control
			800.00	0100000121 5570	GF-Unrestricted / Pest Control
			800.00	0100000137 5570	GF-Unrestricted / Pest Control
			800.00	0100000139 5570	GF-Unrestricted / Pest Control
T99Z0025	PEST OPTION INC.	2,250.00	750.00	0100000113 5570	GF-Unrestricted / Pest Control
			750.00	0100000115 5570	GF-Unrestricted / Pest Control
			750.00	0100000117 5570	GF-Unrestricted / Pest Control
T99Z0026	PLUMBING WHOLESALE OUTLET	12,000.00	1,500.00	0100000089 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,500.00	0100000090 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,500.00	0100000091 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,500.00	0100000092 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,500.00	0100000093 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,500.00	0100000095 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,500.00	0100000096 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,500.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0027	SOUTHEAST CONSTRUCTION PRODUCT	8,000.00	1,000.00	0100000089 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000090 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000091 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000092 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000093 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000095 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000096 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0028	THE SHERWIN-WILLIAMS CO.	14,000.00	2,000.00	0100000089 4300	GF-Unrest-Not Applicable / Materials and Supplies
			2,000.00	0100000090 4300	GF-Unrest-Not Applicable / Materials and Supplies

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T99Z0028	*** CONTINUED ***		2,000.00	0100000091 4300	GF-Unrest-Not Applicable / Materials and Supplies
			2,000.00	0100000092 4300	GF-Unrest-Not Applicable / Materials and Supplies
			2,000.00	0100000093 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000095 4300	GF-Unrest-Not Applicable / Materials and Supplies
			2,000.00	0100000096 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,500.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0030	UNITED REFRIGERATION INC.	7,500.00	1,000.00	0100000089 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000090 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000091 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000092 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000093 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000095 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000096 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,000.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0031	UNITED RENTALS (NORTH AMERICA)	5,000.00	5,000.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0032	ICS SERVICE COMPANY	4,500.00	750.00	0100000089 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			750.00	0100000090 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			750.00	0100000091 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			750.00	0100000092 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			750.00	0100000093 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			750.00	0100000096 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
T99Z0033	TURF STAR INC.	10,000.00	10,000.00	0100000108 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0034	VERNES PLUMBING	33,000.00	5,000.00	0100000089 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			5,000.00	0100000090 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			5,000.00	0100000091 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			5,000.00	0100000092 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			5,000.00	0100000093 5630	GF-Unrest-Not Applicable / Repairs or Maintenance

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T99Z0034	*** CONTINUED ***		1,500.00	0100000095 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			5,000.00	0100000096 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			1,500.00	0100000098 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
T99Z0035	GRAINGER	4,000.00	500.00	0100000089 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000090 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000092 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000093 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000095 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000096 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0036	AMERICAN TIME	3,500.00	500.00	0100000089 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000090 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000091 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000092 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000093 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000095 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000096 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0037	ABES PLUMBING INC.	15,000.00	2,000.00	0100000089 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			2,000.00	0100000090 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			2,000.00	0100000091 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			2,000.00	0100000092 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			2,000.00	0100000093 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			2,000.00	0100000095 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			2,000.00	0100000096 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
			1,000.00	0100000098 5630	GF-Unrest-Not Applicable / Repairs or Maintenance
T99Z0039	WALTERS WHOLESALE ELECTRIC	14,500.00	1,500.00	0100000089 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,500.00	0100000090 4300	GF-Unrest-Not Applicable / Materials and Supplies

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T99Z0039	*** CONTINUED ***		1,500.00	0100000091 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,500.00	0100000092 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,500.00	0100000093 4300	GF-Unrest-Not Applicable / Materials and Supplies
			1,500.00	0100000095 4300	GF-Unrest-Not Applicable / Materials and Supplies
			3,500.00	0100000096 4300	GF-Unrest-Not Applicable / Materials and Supplies
			2,000.00	0100000098 4300	GF-Unrest-Not Applicable / Materials and Supplies
T99Z0040	BEST LAWNMOWER INC.	9,000.00	500.00	0100000096 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000100 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000101 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000102 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000103 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000104 4300	GF-Unrest-Not Applicable / Materials and Supplies
			500.00	0100000106 4300	GF-Unrest-Not Applicable / Materials and Supplies
			5,500.00	0100000108 4300	GF-Unrest-Not Applicable / Materials and Supplies

Fund 01 Total: 1,070,256.46
Fund 13 Total: 2,000.00
Fund 18 Total: 20,000.00
Total Amount of Purchase Orders: 1,092,256.46

LOWELL JOINT SD
Consolidated Check Register
 from 7/1/2023 to 7/31/2023

Check	Payee ID	Payee Name	Reference	Subs	Check Date	Cancel Date	Type	Status	Check Amount
99 00003840	V9900010	ALLIANCE OF SCHOOLS FOR COOPER	JULY23VLFBU	OH	07/12/2023		MW	IS	1,282.76
99 00003841	V9900010	ALLIANCE OF SCHOOLS FOR COOPER	JULY23VSR	OH	07/12/2023		MW	IS	6,297.29
99 00003842	V9900010	ALLIANCE OF SCHOOLS FOR COOPER	JULY23DDR	OH	07/12/2023		MW	IS	29,572.85
99 00003843	V9900013	AMERICAN EXPRESS	SCHLS2WCHJUNE	OH	07/12/2023		MW	IS	9,009.89
99 00003844	F9900011	BEST LAWNMOWER INC.	108610	OH	07/12/2023		MW	IS	435.08
99 00003845	F9900033	GLASBY MAINTENANCE SUPPLY	334557A	OH	07/12/2023		MW	IS	442.40
99 00003846	U9900004	SOUTHERN CALIFORNIA EDISON	0530062723	OH	07/12/2023		MW	IS	12,275.27
99 00003847	U9900005	SOUTHERN CALIFORNIA GAS CO	0526062723	OH	07/12/2023		MW	IS	751.91
99 00003848	U9900006	SUBURBAN WATER SYSTEMS	180090722397	OH	07/12/2023		MW	IS	14,223.42
99 00003849	U9900008	T-MOBILE	0521062023	OH	07/12/2023		MW	IS	163.04
99 00003850	F9900059	THE HOME DEPOT PRO INSTITUTION	752758854	OH	07/12/2023		MW	IS	1,217.27
99 00003851	U9900009	VERIZON WIRELESS-LA	9937423064	OH	07/12/2023		MW	IS	561.57
99 00003852	F9900069	WALTERS WHOLESALE ELECTRIC	S123418626.001	OH	07/12/2023		MW	IS	61.69
99 00003853	U9900010	WARE DISPOSAL	1268907-B	OH	07/12/2023		MW	IS	8,802.93
99 00003854	V9903601	WHITTIER AREA COMMUNITY CHURCH	02	OH	07/12/2023		MW	IS	600.00
99 00003855	V9903631	CHRISTINA LOPEZ	JUNE2023	OH	07/12/2023		MW	IS	192.17
99 00003856	V9900013	AMERICAN EXPRESS	UNITEDMARTINE	OH	07/12/2023		MW	IS	1,220.03
99 00003857	V9900010	ALLIANCE OF SCHOOLS FOR COOPER	JULY23VSR	OH	07/12/2023		MW	IS	13.55
99 00003858	V9900010	ALLIANCE OF SCHOOLS FOR COOPER	JULY23DDR	OH	07/12/2023		MW	IS	65.22
99 00003859	F9900019	CITY OF LA HABRA	LH23-541AR	OH	07/13/2023		MW	IS	2,675.33
99 00003860	F9900047	LOWES	902278-LDFRGM	OH	07/13/2023		MW	IS	15.40
99 00003861	F9900019	CITY OF LA HABRA	LH23-541AR	OH	07/13/2023		MW	IS	221.76
99 00003862	F9900037	HUNTINGTON HARDWARE CO. INC.	1299781-03	OH	07/14/2023		MW	IS	2,180.22
99 00003863	V9900086	ILLUMINATE EDUCATION INC.	INVIE0100224	OH	07/14/2023		MW	IS	500.00
99 00003864	V9900087	IMAGE APPAREL FOR BUSINESS	308282	OH	07/14/2023		MW	IS	59.88
99 00003865	V9903404	IMAGINE LEARNING LLC	320701	OH	07/14/2023		MW	IS	32,175.00
99 00003866	V9900134	OCDE	94S15285	OH	07/14/2023		MW	IS	1,800.00
99 00003867	U9900010	WARE DISPOSAL	1268907-A	OH	07/14/2023		MW	IS	4,337.58
99 00003868	V9903652	CA DEPT. OF SOCIAL SERVICES	MAYBROOK LIC	OH	07/14/2023		MW	IS	363.00
99 00003869	V9903651	DEPARTMENT OF SOCIAL SERVICES	OLITA LIC FEE	OH	07/14/2023		MW	IS	484.00
99 00003870	V9903628	RONICA DIXON	RONICA D. REIMB	OH	07/14/2023		MW	IS	266.79
99 00003871	N9900015	Continental Sales	JUNE2023FINAL	OH	07/14/2023		MW	IS	362.50
99 00003872	N9900004	DRIFTWOOD DAIRY	JUNE2023FINAL	OH	07/14/2023		MW	IS	653.95
99 00003873	N9900007	GOLD STAR FOODS	JUNE2023FINAL	OH	07/14/2023		MW	IS	27.89

LOWELL JOINT SD
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Check	Payee ID	Payee Name	Reference	Subs Check Date	Cancel Date	Type	Status	Check Amount
99 00003874	F9900045	LADY BUGS ENVIRONMENTAL TERMIT	150547	OH 07/14/2023		MW	IS	55.00
99 00003875	V9903559	ELITE AIR CONDITIONING INC	MG	OH 07/14/2023		MW	IS	3,375.00
99 00003876	V9903559	ELITE AIR CONDITIONING INC	HVAC-DO 6262023	OH 07/14/2023		MW	IS	16,150.00
99 00003877	F9900037	HUNTINGTON HARDWARE CO. INC.	1293686-02	OH 07/14/2023		MW	IS	644.78
99 00003878	V9903601	MPI-MILLER PLUMBING INC	APP-2	OH 07/14/2023		MW	IS	5,528.05
99 00003879	V9903606	POST BROS. CONSTRUCTION CO.	APP#2-03-122420	OH 07/14/2023		MW	IS	32,863.59
99 00003880	F9900038	ICS SERVICE COMPANY	37610	OH 07/17/2023		MW	IS	60.00
99 00003881	V9900123	MONOPRICE INC.	23471434	OH 07/17/2023		MW	IS	2,264.74
99 00003882	F9900042	KOURY ENGINEERING & TESTING	955354	OH 07/17/2023		MW	IS	15,707.50
99 00003883	V9903590	Anaheim Union High School Dist	64SI0581	OH 07/18/2023		MW	IS	400.00
99 00003884	V9900006	ASSOCIATION OF CALIF. SCHOOL A	23/24 DUES-	OH 07/18/2023		MW	RV	2,588.19
99 00003885	V9903648	Behavioral Emotional & Academi	1790	OH 07/18/2023		MW	IS	4,000.00
99 00003886	V9900077	FULLERTON SCHOOL DISTRICT	22SI1365	OH 07/18/2023		MW	IS	1,860.00
99 00003887	E9900112	KIMBERLY RICKENBACKER	EP-EXP REIMB	OH 07/18/2023		MW	IS	45.45
99 00003888	V9900148	QUADIENT FINANCE USA INC.	6-5-23-W11685071	OH 07/18/2023		MW	IS	1,061.95
99 00003889	V9900156	RENAISSANCE LEARNING INC.	INV5285072	OH 07/18/2023		MW	IS	5,910.00
99 00003890	V9900180	SPARKLETTS	15734879070223JU	OH 07/18/2023		MW	IS	5.49
99 00003891	V9900206	WHITTIER CHAMBER OF COMMERCE	42605	OH 07/18/2023		MW	IS	539.00
99 00003892	I9900006	DEBRA AMOS dba FEEDING DREAMS	23-06 JUNE 2023	OH 07/18/2023		MW	IS	1,650.00
99 00003893	B9900013	HAUFFE COMPANY	467	OH 07/18/2023		MW	IS	19,712.00
99 00003894	V9903598	RED WAVE COMMUNICATIONS & ELEC	APP2 03-122420	OH 07/18/2023		MW	IS	257,568.75
99 00003895	V9903599	SPEC. CONSTRUCTION CO. INC	APP#2- 03-122420	OH 07/18/2023		MW	IS	55,551.25
99 00003896	V9903470	WHITTIER CHRISTIAN HIGH SCHOOL	150063	OH 07/18/2023		MW	IS	18,150.00
99 00003897	B9900013	HAUFFE COMPANY	468	OH 07/18/2023		MW	IS	12,500.00
99 00003898	V9900090	INCIDENT IQ LLC	6031	OH 07/21/2023		MW	IS	7,383.58
99 00003899	V9900099	LA HABRA AREA CHAMBER OF COMME	7489	OH 07/21/2023		MW	IS	360.00
99 00003900	V9903418	Library World inc	12418	OH 07/21/2023		MW	IS	2,970.00
99 00003901	V9900127	NASSP	9001663099	OH 07/21/2023		MW	IS	385.00
99 00003902	V9900190	THE LIBRARY STORE INC.	638973	OH 07/21/2023		MW	IS	180.90
99 00003903	V9900020	ATKINSON ANDELSON LOYA RUUD &	686807-JUNE 2023	OH 07/24/2023		MW	IS	4,742.19
99 00003904	E9900084	JIM COOMBS	LDRSHPASSOC612OH	07/24/2023		MW	IS	122.10
99 00003905	E9900084	JIM COOMBS	SCHLS2WCHJUNE OH	07/24/2023		MW	IS	494.96
99 00003906	V9900251	MARINA CARDENAS	CLINTERVWS 6-26OH	07/24/2023		MW	IS	36.35
99 00003907	E9900150	MIN YI	SCHLS2WCHJUNE OH	07/24/2023		MW	IS	198.55

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 from 7/1/2023 to 7/31/2023

Check	Payee ID	Payee Name	Reference	Subs Check Date	Cancel Date	Type	Status	Check Amount
99 00003908	V9900123	MONOPRICE INC.	23543285	OH 07/24/2023		MW	IS	3,486.93
99 00003909	V9900124	MOSAIC NETWORK INC.	2023.053	OH 07/24/2023		MW	IS	8,117.00
99 00003910	E9900151	MYRA PADILLA	MILEAGEOCDE62	OH 07/24/2023		MW	IS	31.44
99 00003911	E9900214	WHITNEY TAKACS	SCHLS2WCHJUNE	OH 07/24/2023		MW	IS	540.77
99 00003912	V9903521	YMCA OF ORANGE COUNTY	JUNE23ELOPPGR	OH 07/24/2023		MW	IS	66,909.42
99 00003913	V9903215	QUIEL SCHOOL SIGNS	PAY APP 1 -RS2122	OH 07/24/2023		MW	IS	19,648.00
99 00003914	V9900084	HOUGHTON MIFFLIN HARCOURT	955807793	OH 07/25/2023		MW	IS	362.83
99 00003915	V9903580	GRAINGER	9644273402	OH 07/26/2023		MW	IS	51.88
99 00003916	F9900037	HUNTINGTON HARDWARE CO. INC.	1306789-01	OH 07/26/2023		MW	IS	1,844.49
99 00003917	F9900052	PDQ EQUIPMENT RENTAL	783471	OH 07/26/2023		MW	IS	1,890.40
99 00003918	U9900004	SOUTHERN CALIFORNIA EDISON	0612071223	OH 07/26/2023		MW	IS	20,465.59
99 00003919	U9900005	SOUTHERN CALIFORNIA GAS CO	0613071323	OH 07/26/2023		MW	IS	331.15
99 00003920	F9900066	UNITED RENTALS (NORTH AMERICA)	220456972-001	OH 07/26/2023		MW	IS	4,089.99
99 00003921	V9900008	ADMINISTRATIVE SERV. CO-OP	2023615	OH 07/27/2023		MW	IS	31,463.20
99 00003922	E9900220	ALISON GARDNER	SCHLS2WCHJUNE	OH 07/27/2023		MW	IS	538.04
99 00003923	B9990003	AMERICAN TIME	867807	OH 07/27/2023		MW	IS	1,055.58
99 00003924	S9990001	BEHAVIOR AND EDUCATION INC	6308155	OH 07/27/2023		MW	IS	8,909.00
99 00003925	F9900011	BEST LAWNMOWER INC.	108598	OH 07/27/2023		MW	IS	168.32
99 00003926	F9900014	BUG FLIP	66687	OH 07/27/2023		MW	IS	165.00
99 00003927	VOID.CONTIVoid - Continued Stub		CONTINUE	OH 07/27/2023		VM	VD	0.00
99 00003928	VOID.CONTIVoid - Continued Stub		CONTINUE	OH 07/27/2023		VM	VD	0.00
99 00003929	VOID.CONTIVoid - Continued Stub		CONTINUE	OH 07/27/2023		VM	VD	0.00
99 00003930	VOID.CONTIVoid - Continued Stub		CONTINUE	OH 07/27/2023		VM	VD	0.00
99 00003931	VOID.CONTIVoid - Continued Stub		CONTINUE	OH 07/27/2023		VM	VD	0.00
99 00003932	V9999999	CALIFORNIA DEPARTMENT OF TAX A	WLH048892	OH 07/27/2023		MW	IS	1,001.69
99 00003933	F9900027	EAST WHITTIER GLASS & MIRROR	19266	OH 07/27/2023		MW	IS	2,364.00
99 00003934	S9990002	GALLAGHER PEDIATRIC THERAP	10829	OH 07/27/2023		MW	IS	3,739.27
99 00003935	E9900089	JULIE MAYHEW	SCHLS2WCHJUNE	OH 07/27/2023		MW	IS	493.22
99 00003936	V9900134	OCDE	94SI5168	OH 07/27/2023		MW	IS	3,687.80
99 00003937	V9903654	CITY OF LA HABRA COMMUNITY SER	1342022 - LJ1	OH 07/27/2023		MW	IS	41,600.00
99 00003938	V9903642	KWIPPED INC	R3886-P19575	OH 07/27/2023		MW	IS	4,976.49
99 00003939	V9999999	CALIFORNIA DEPARTMENT OF TAX A	APP#2-03-122420	OH 07/27/2023		MW	RV	3,368.52
99 00003940	V9900037	CENGAGE LEARNING	81439795	OH 07/28/2023		MW	IS	32,471.51
99 00003941	V9900104	LEADER SERVICES	6358	OH 07/28/2023		MW	IS	406.78

LOWELL JOINT SD
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 from 7/1/2023 to 7/31/2023

Check	Payee ID	Payee Name	Reference	Subs Check Date	Cancel Date	Type	Status	Check Amount
99 00003942	V9900129	NCS PEARSON INC.	22056636	OH 07/28/2023		MW	IS	1,939.02
99 00003943	V9900085	HOWARD INDUSTRIES INC	23-00584600	OH 07/28/2023		MW	IS	14,167.99
99 00003944	R9900001	BRENT ALLSMAN	AUG 2023	OH 07/31/2023		MW	IS	603.64
99 00003945	R9903247	CAROLYN KANE	AUG 2023	OH 07/31/2023		MW	IS	1,358.28
99 00003946	R9900014	EDDY VEGA	AUG 2023	OH 07/31/2023		MW	IS	603.64
99 00003947	U9900002	FRONTIER	0610080923	OH 07/31/2023		MW	IS	29.83
99 00003948	R9900007	GAYLE ROGERS	AUG 2023	OH 07/31/2023		MW	IS	269.02
99 00003949	V9903420	Granite Telecommunications LLC	608976419	OH 07/31/2023		MW	IS	1,520.33
99 00003950	R9900015	KATHRYN ALLSMAN	AUG 2023	OH 07/31/2023		MW	IS	603.64
99 00003951	R9900013	MARGARET DUMADAG	AUG 2023	OH 07/31/2023		MW	IS	603.64
99 00003952	R9900009	NANCY WHITE	AUG 2023	OH 07/31/2023		MW	IS	1,358.28
99 00003953	R9900010	PENNY MAYERCHECK	AUG 2023	OH 07/31/2023		MW	IS	1,358.28
99 00003954	R9900011	RONALD RANDOLPH	AUG 2023	OH 07/31/2023		MW	IS	689.04
99 00003955	V9900166	SAN JOAQUIN COUNTY OFFICE OF E	241700	OH 07/31/2023		MW	IS	800.00
99 00003956	R9900012	SHELLEY MARKER	AUG 2023	OH 07/31/2023		MW	IS	603.64
99 00003957	U9900005	SOUTHERN CALIFORNIA GAS CO	0619071923	OH 07/31/2023		MW	IS	156.79
99 00003958	U9900008	T-MOBILE	0604070323	OH 07/31/2023		MW	IS	75.00
99 00003959	V9900188	THE HARTFORD	P9900492234-Q3	OH 07/31/2023		MW	IS	170.79
99 00003960	U9900009	VERIZON WIRELESS-LA	9939793558	OH 07/31/2023		MW	IS	640.74
99 00003961	R9900002	BRUCE PATTILLO	AUG 2023	OH 07/31/2023		MW	IS	603.64

Issued: 894,752.84
Reversed: 5,956.71
99 Bank Total: 900,709.55

Grand Total: 900,709.55

LOWELL JOINT SCHOOL DISTRICT
EMPLOYER-EMPLOYEE RELATIONS/PERSONNEL REPORT 2023/24 #2

September 11, 2023

I. CERTIFICATED EMPLOYEES

A. CHANGE OF STATUS

NAME	<u>EFFECTIVE</u> DATE	<u>END</u> DATE	SITE	COMMENTS
Van der Lee, Michelle	08/14/2023	09/25/2023	MG	(AB375) FMLA Medical Leave
Simons, Rebecca	08/14/2023	10/06/2023	MG	(AB375) FMLA Baby Bonding Leave
Simons, Rebecca	10/09/2023	12/23/2023	MG	(AB375) FMLA Leave of Absence
Okoorian, Naomi	08/21/2023	08/25/2023	MG	(AB375) FMLA Personal Necessity Leave
Rutledge, Stephanie	09/01/2023	10/01/2023	MA	(AB375) FMLA Medical Leave
Russell, Anne	11/30/2023	12/15/2023	OL	(AB375) FMLA Personal Necessity Leave
Cacioppo, Bianca	09/22/2023	09/29/2023	EP	(AB375) FMLA Baby Bonding Leave
Cacioppo, Bianca	11/27/2023	12/22/2023	EP	(AB375) FMLA Baby Bonding Leave
Razo, Becca	11/13/2023	11/17/2023	EP	(AB375) FMLA Personal Necessity Leave
Liles, Amy	09/20/2023	09/28/2023	JO	(AB375) FMLA Medical Leave

B. CERTIFICATED SALARIES

NAME	<u>EFFECTIVE</u> DATE	END DATE	SITE	COMMENTS
Gonzalez, Leslie	08/14/2023	05/31/2024	EP	Class 2 / Step 1. Units to move. Correction of EER #11 2022-2023
Valdez, Michelle	08/14/2023	05/31/2024	MA	Class 5 / Step 10. Units to move. Correction of EER #11 2022-2023

C. CONTRACTS

NAME	<u>EFFECTIVE</u> DATE	<u>END</u> DATE	SITE	COMMENTS
Takacs, Linda	08/01/2023	05/31/2024	DO	Induction Program Coordinator
Hensley, Sharon	08/01/2023	05/31/2024	DO	CARE Intern Program Coordinator

D. 2023/2024 Stipends

NAME	<u>EFFECTIVE</u> DATE	<u>CLASS/COL/</u> <u>STEP</u>	SITE	COMMENTS
Peloquin, Karen	08/14/2023	05/31/2024	OL	To be paid \$300.00 per month, not to exceed \$3,000.00 for serving as an Intervention Coordinator. To be paid from Supplemental Funds

Takacs, Linda	08/01/2023	05/31/2024	DO	To be paid \$4,000.00 per month, not to exceed \$40,000.00 for serving as Induction Program Coordinator. To be paid from General Fund/Educator Effectiveness Grant.
Hensley, Sharon	08/012/023	05/31/2024	DO	To be paid \$4,000.00 per month, not to exceed \$40,000.00 for serving as Intern Program Coordinator CARE. To be paid from Out of Home Care Funds

* It is further recommended that these individuals be approved for substitute teaching at the rate of \$200.00 per day and/or \$50.00 an hour rate (not to exceed six hours) as applicable and to include: Professional Development, Saturday School, Site Support Duties, Intervention, and PowerSource, Power Up, ESY

**It is further recommended that the individuals listed in Certificated Salaries for 2023-2024 is approved to instruct in the Intervention Programs. The rate of pay is \$50.00/hour and will be paid from Title I or LCFF Supplemental Grant Funds.

**It is further recommended that individuals listed in Certificated Salaries for 2023-2024 serve as home school teachers, if needed, for the 2023-2024 school year at a rate of \$50.00/hour, not to exceed five hours per week, per student. Mileage will be paid at the IRS Standard Mileage Rate for the 2023-2024 school year.

E. Employment of substitutes effective 07/01/2023 for the 2023-2024 school year @ \$200 per day and \$100.00 per half day rate, \$250.00 long term sub rate, and \$50.00 per hour* (not to exceed six hours) as applicable and to include: professional development, Saturday school, site support duties, Saturday School. Intervention, PowerUp, ESY and Power Source.

Bolanos, Vanessa	Santillan, Ana	Buechler, Cary
Venegas, Kristen	Behura, Alexander	Abarcha Hildago, Arely
Shupe, Violeta	Villa, Xiomara	Kang, Yisul (Janice)
Laws, Paige	Bement, Michael	Hunter, Abigail
Villanueva Ramirez, Anthony	Allsman, Kathryn	Craton, Cole
Ducoulombier, Jennifer	Russell, Joshua	Valdez, Bob

F. SUBSTITUTE CHANGE OF PAY

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENT
Carr, Candice	08/14/2023	10/06/2023	DO	To be paid Long term rate of \$250 daily as sixth grade teacher at MG
Carr, Candice	10/09/2023	12/22/2023	DO	To be paid Long term rate of \$250 daily as sixth grade teacher at MG
Shupe, Violetta	08/21/2023	09/25/2023	DO	To be paid Long term rate of \$250 daily as 4 th grade teacher MG
Buckner, Iris	08/14/2023	05/30/2024	DO	To be paid Long term rate of \$250 daily as Intervention OL
Montemayor, Kathleen	09/01/2023	09/29/2023	DO	To be paid Long term rate of \$250 daily as Virtual Academy Teacher Macy Elementary
Vega, Sandy	11/30/2023	12/15/2023	DO	To be paid Long term rate of \$250 daily as Special Education Teacher Olita Elementary
Sturgill, Berea	08/21/2023	08/25/2023	DO	To be paid Long daily rate of \$200 daily as First Grade Teacher Meadow Green Elementary
Kang, Janice	09/22/2023	09/29/2023	DO	To be paid daily rate of \$200 daily as Special Education Teacher El Portal Elementary
Kang, Janice	11/27/2023	12/22/2023	DO	To be paid Long term rate of \$250 daily as Special Education Teacher El Portal Elementary

Kang, Janice	11/13/2023	11/17/2023	DO	To be paid daily rate of \$200 daily as Special Education Teacher El Portal Elementary
Warner, Ellie	09/20/2023	09/28/2023	DO	To be paid Long term rate of \$250 daily as 2 / 3 combo teacher at Jordan Elementary

G. CERTIFICATED JOB DESCRIPTIONS

Addition: Board Certified Behavioral Analyst

II. CLASSIFIED EMPLOYEES September 11, 2023

A. MONTHLY – GENERAL FUND

B. HOURLY – GENERAL FUND

<u>NAME/ EMPLOYEE ID#</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>RANGE/ STEP</u>	<u>SITE</u>	<u>COMMENTS</u>
Abbond, Karey	8/14/23			RS	Resignation: Cafeteria Worker
Allsman, Katelyn	8/16/23		R16/S2	RS	Step Increase : Instructional Aide
Allsman, Marcella	8/16/23		R14/S5	OL	Step Increase : Instructional Aide
Allstun, Brenda	8/31/23			RS	Retirement : Instructional Aide SE/MOD
Anaya, Arlene	8/10/23		R14/S2	EP	Promotion: Instructional Aide to Instructional Aide Early Learning TK 3.75 hours/5 days/ 10 months
Anaya, Arlene	8/16/23		R14/S2	EP	Step Increase : Instructional Aide
Aparicio, Gina	8/16/23		R15/S2	MG	Step Increase : Instructional Aide
Armijo, Jessica	8/7/23		R21/S8	RS	Step Increase: Day Custodian
Barahona, Krystina	8/3/23		R18/S8	MA	Step Increase: Night Custodian
Brena, Lisa	8/5/23		R23/S6	MG	Step Increase : Office Manager
Brown, Matthew	8/16/23			JO	Longevity : 10 years Classified
Brown, Matthew	8/16/23			JO	Step Increase : Day Custodian

Cacioppo, Sherrie	8/14/23	R7/S7	MG	Step Increase: Cafeteria Worker
Cantrell, Kristen	8/1/23		MA	Resignation: Noon Duty Aide
Cardenas, Eva	8/15/23	R14/S2	JO	Promotion: Substitute Instructional Aide to DLI Instructional Aide 3.75 hours/5 days/10 months
Cardenas, Lauren	8/15/23	R14/S1	MA	Promotion: Café Worker to Child Development Assistant
Cardenas, Marina	8/29/23	CONF N/S7	DO	Step Increase: Administrative Assistant – Administrative Services/CL Personnel
Castro, Claudia	8/10/23	R16/S2	JO	Step Increase: Clerk Typist
Coelho, Julie	8/15/23	R18/S2	OL	Reclass: Expanded Learning Site Coordinator
Connolly, Luz	7/31/23		DO	Additional Assignment: Substitute Bilingual Instructional Aide
Coronado, Jessica	6/2/23		JO	Resignation: Child Development Assistant
Costello, Jennifer	8/17/23		MG	Step Increase: Satellite Cafeteria Worker
Costello, Jennifer	8/11/23		DO	Additional Assignment: Substitute Expanded Learning Site Coordinator
Coutts, Carrie	7/27/23		DO	Additional Assignment: Substitute Health Tech
Coutts, Carrie	08/15/2023	R16/S1	EP	Promotion: Noon Duty Aide to Instructional Aide ABA
Cramer, Samantha	8/8/23	R20/S2	JO	Step Increase : Preschool Teacher
Cunningham, Susan	7/27/23		DO	Resignation: Substitute Noon Duty Aide
Daleo-DeSmith, Janet	08/20/23		DO	Resignation: Substitute Noon Duty Aide
Del Cid, Maria	8/17/23	R15/S4	JO	Step Increase: Instructional Aide
Delorbe, Ruth	8/14/23	R18/S3	RS	Promotion: Café Worker to Cafeteria Manager
Dominguez, Martin	8/1/23	R18/S6	JO	Step Increase : Night Custodian
Dorling, Jane	8/14/23	R20/S3	RS	New Hire: Library Media Technician 8 hours/5 days/11months
Espinoza, Karina	8/14/23	R18/S1	EP	New Hire: Expanded Learning Site Coordinator
Espinoza, Karina	8/15/23	R15/S1	EP	Resignation: Expanded Learning Site Coordinator
Fonti, Caitlian	8/2/23		DO	Additional Assignment: Substitute Instructional Aide
Fonti, Caitlian	8/16/23	R14/S1	MA	Promotion: Substitute Noon Duty Aide to Permanent Noon Duty Aide 1.50 hours/5 days/ 10 months
Garica, Melissa	8/16/23	R7/S6	JO	Step Increase: Cafeteria Worker
Garcia, Olivia	7/27/23		MG	Resignation : Instructional Aide SE/MOD
Gaitan, Wendy	8/15/23	CL MG R7/S2	OL	Step Increase: Site Supervisor/Preschool Teacher Preschool

Gomez-Longo, Stephanie	8/15/23	R14/S1	EP	Promotion: Noon Duty Aide to Instructional Aide Early Learning TK 3.75 hours/5 days/10 months
Gonzalez, Kayla	8/14/23	R20/S3	OL	New Hire: Preschool Teacher 8 hours/5 days/10 months
Hernandez, Frances	8/18/23	R18/23	MG	Step Increase : Clerk Typist
Hernandez, Frances	8/9/23	R23/S1	JO	Long Term Sub: Office Manger
Hoffman, Tabatha	8/3/23		OL	Resignation: Instructional Aide SH/MOD
Hoffman, Tabatha	8/28/23	R14/S1	DO	Rehire as Substitute Instructional Aide SESA
Kim, Elizabeth	8/22/23		DO	Additional Assignments: Substitute Instructional Aide
Kim, Hannah	8/9/23	R16/S2	OL	Promotion: Substitute Clerk Typist to Permanent Clerk Typist 3.75 hours/ 5 days/10 months
Kennedy, Joelle	8/7/23		OL	Resignation : Instructional Aide SESA
Lord, Dixie	8/7/23	R23/S7	RS	Step Increase : Office Manger
Lujano Arteaga, Jose Raul	8/22/23		MA	Longevity : 10 years Classified
Marquez, Francisco	8/15/23	R15/S2	OL	Promotion: Substitute Instructional Aide to Permanent Instructional Aide SE/MOD
Martin, Jordan	8/12/23	CL MG R4/S7	DO	Step Increase : Occupational Therapist
Mize, Kelly	8/14/23	R14/S7	EP	Step Increase: Instructional Aide
Mora, Jill	8/16/23	R14/S2	JO	Step Increase : Instructional Aide
Mularkey, Elaine	8/16/23	R14/S2	OL	Step Increase : Instructional Aide
Munoz, Rae-Lynn	8/16/23	R14/S2	MA	Step Increase : Instructional Aide
Nunez, Marie	8/15/23	R14/S2	JO	New Hire: Child Development Assistant 3.75 hours/5 days/10 months
Ortiz, Irene	8/22/23		DO	Additional Assignments: Substitute Instructional Aide
Osorio, Diego Leon Carmona	8/26/23		OL	Longevity : 10 years Classified
Padilla, Yvette	8/7/23		DO	Resignation : Substitute Instructional Aide
Pardo, Cristian	8/16/23	CL MGNT/S5	DO	New Hire: Network & Data Systems Technology Supervisor 8 hours/5 days/12 months
Paz, Carrie	8/16/23	R15/S2	MG	Step Increase: Health Tech
Perez, Shari	8/17/23	R14/S3	OL	Step Increase: Instructional Aide

Perez, Stephanie	8/1/23	CL MGNT/S1	MA	New Hire: Site Supervisor/Preschool Teacher
Qureshi, Lovely	8/16/23	R15/S2	OL	Step Increase: Health Tech
Ramirez, Donald	8/2/23		DO	Additional Assignment: Substitute Expanded Learning Site Coordinator
Rodia, Susan	8/29/23		OL	Longevity : 20 years Classified
Rodriguez, Sierra	8/16/23	R14/S1	OL	New Hire: Child Development Assistant 3.75 hours/5 days/10 months
Sainz, Geana	8/15/23	R16/S4	EP	New Hire: Instructional Aide ABA 3.75 hours/5 days/ 10 months
Sanchez, Alexandra	8/16/23	R14/S2	MA	Step Increase : Instructional Aide
Sanchez, Kris	8/14/23	R14/S6	MA	Step Increase: Satellite Cafeteria Worker
Sanford-Williams, Carol	8/29/23		OL	Longevity : 20 years Classified
Sato, Kay	8/16/23	R14/S2	MA	Step Increase : Instructional Aide
Schafer, Michelle	8/15/23	R14/S2	MA	New Hire: Instructional Aide SESA 3.75 hours/5 days/10 months
Scott, Susan	8/29/23		OL	Longevity : 20 years Classified
Solorzano Fonseca, Casta	8/16/22	R14/S2	RS	Step Increase: Instructional Aide
Spurgeon, Tamera	8/16/23	R14/S3	MG	Step Increase: Instructional Aide
Straffon, Santy	8/15/23	R15/S8	JO	Change of Assignment: Instructional Aide SESA to Early Learning Instructional Aide DLI
Vazquez, Maricela	8/12/23	R16/S6	RS	Step Increase: Instructional Aide
Vibanco, Andrea	8/14/23	R20/S3	MA	New Hire: Preschool Teacher 8 hours/5 days/ 10 months
Villarino, Pilar	8/15/23	R15/S5	MA	Change of Assignment: Instructional Aide SE/MOD and increase in FTE 5.5 hours
Westerhold, Paul	8/15/23	R14/S2	RS	Promotion: Substitute Instructional Aide to Permanent Instructional Aide SE/MOD
Winik, Rebecca	8/29/23		RS	Longevity : 20 years Classified
Yamamoto, Yumi	8/12/23		JO	Longevity : 10 years Classified
Zarate, Laurie	8/15/23	R14/S8	JO	New Hire: Child Development Assistant 3.75 hours/5 days/10 months
Zepeda, Jennifer	8/11/23		DO	Additional Assignment: Substitute Instructional Aide

C. CLASSIFIED JOB DESCRIPTIONS

Addition: Revised Cafeteria Manager Job Description (Reduced to 5 hours)



LOWELL JOINT SCHOOL DISTRICT
BOARD CERTIFIED BEHAVIOR ANALYST



DEFINITION

Under direction of the Director of Special Education, provides and coordinates consultation, support and advisory services to District personnel regarding the planning, designing, and monitoring of the implementation of positive behavior interventions and supports for all students within the District, including students with behavior needs that are receiving special education and related services through an Individualized Education Program (IEP). Provide training and support in appropriate behavior intervention management techniques, Applied Behavior Analysis (ABA), data collection and analysis and support strategies.

REPRESENTATIVE DUTIES

Develop, implement, coordinate, monitor, revise, document, evaluate and provide consultation and technical assistance to faculty and staff with the development and implementation of behavior plans, ABA programs and other appropriate programs for all students that present behavior/learning challenges; Conduct functional behavior assessments (FBA) of behaviors for students with complex and/or severe behaviors; Coordinate, plan, revise and oversee the development and implementation of programs, policies, and best practices related to instruction using the principles of PBIS, ABA, and Evidenced-Based Practices for all students receiving special education services, as well as students on 504 plans and general education students.

Perform a variety of specialized duties in the monitoring, analysis, and treatment of identified students with behavioral challenges; assure programs meet the intensive and changing needs of students; establish and maintain behavioral goals and objectives for individual students; Participate, interpret, evaluate, and write detailed and concise Behavior Support Plans (BSP), Behavioral Intervention Plans (BIP's) and Individualized Educational Programs (IEP's) to meet individual student needs, strategies, goals and objectives; prepare and maintain various records and reports related to assigned activities.

Conduct classroom observations, collect data, and prepare a variety of reports for the purpose of documenting case history, need for services, and progress towards goals. Observe and analyze student behavior in the classroom; assess classroom structure, and existing behavior management systems; develop and implement treatment plans according to individual student behavioral challenges, needs and issues. Develop, implement, train, and monitor appropriate behavior management plans and crisis prevention and intervention plans for students. Coordinate, Plan, develop and implement procedures and best practices with the implementation of response to intervention.

Manage assaultive behavior. Provide Crisis Prevention Institute (CPI) and/or other evidenced-based methodologies related to addressing the needs of students with behavior difficulties; Design and deliver behavior intervention plan training and other related in-service programs, including student-specific intervention training to staff; prepare and deliver oral presentations; prepare and distribute related training and informational materials. Provide behavioral assessments and reports for individual students. Develop materials and provide professional learning to administrators, educators, paraprofessionals, and parent's/guardians in Applied Behavior Analysis (ABA).

Participate in the development and implementation of behavior management communication systems, methodologies, theories, and techniques; assist in evaluating and developing curriculum standards to meet student needs. Provide technical information and assistance to the Director regarding assigned functions and related needs and issues; assist in the formulation and development of policies, procedures, and

programs. Communicate with District personnel, outside agencies, families and the public to exchange information, coordinate activities and resolve issues or concerns.

OTHER RESPONSIBILITIES

- Participate in faculty meetings and committees
- Work in a collaborative setting within the school setting
- Perform other related duties as assigned

KNOWLEDGE OF

- Federal and state laws that apply to the assessment of students referred due to disruptive or assaultive behaviors; IDEA and Behavior Analyst Certification Board (BACB) guidelines to address behavior and develop positive behavioral support plans.
- General Education and Special Education classroom environments and standards of learning.
- Non-violent crisis intervention techniques, including verbal de-escalation and physical interventions.
- Characteristics of various special education eligibilities, and possible social, emotional or behavioral manifestations of specific disabilities.
- Principles of behavioral management and Applied Behavior Analysis (ABA).

ABILITY TO

- Conduct assessments that conform to the IDEA and Behavior Analyst Certification Board (BACB) to address behavior, including functional analysis assessments, and functional behavior assessments.
- Provide recommendations to the IEP team based on the findings of each assessment and specific to the identified disability of the student as it relates to the classroom performance and ability for the student to access the core curriculum.
- Collaborate professionally with administrators, teachers, paraprofessionals, parents and other team members.
- Develop, implement, and conduct in-services and training sessions.
- Provide consultation and technical assistance concerning behavior management strategies.
- Perform clerical duties related to assessment, preparing reports, and maintaining records.
- Effectively work independently with little direction and as a member of a team.
- Interpret and apply District policies, procedures, laws, rules, and regulations using good judgment in a variety of situations.
- Communicate effectively both orally and in writing.
- Maintain acceptable standards of physical health, energy, and emotional adjustment to the job environment.
- Perform the essential duties of the job with or without reasonable accommodation

EDUCATION/EXPERIENCE QUALIFICATIONS:

- Possession of a Master's Degree or higher from an accredited institution of higher learning.
- BCBA Certification Required.
- Experience working in K-12 educational setting within the specialized field of Applied Behavior Analysis, with increasing levels of responsibility.
- Possession of California Pupil Personnel Services Credential or Education Specialist Credential preferred.
- Must have a valid California Driver's License and a reliable means of transportation.



LOWELL JOINT SCHOOL DISTRICT
BOARD CERTIFIED BEHAVIOR ANALYST



PRE-EMPLOYMENT REQUIREMENTS:

- Current and valid Tuberculosis (TB) clearance.
- Fingerprint clearance for school personnel.
- Appearance, grooming, and personality which establish a desirable example for students

PHYSICAL STANDARDS

The work environment and physical demands of the position as described is representative of those that must be met by an employee to successfully perform the essential functions under this position. The information is not an exhaustive list of duties performed, additional duties may be assigned. These physical standards are generic in nature and tasks may vary dependent on school site, department area or specialized department as assigned. Reasonable accommodations may be made to enable individuals with differing abilities to perform the essential functions.

WORK ENVIRONMENT

While performing the duties of this job, the employee works in several environments including classroom, indoors and outdoors environments. The employee's primary responsibility is working with students in the office, a classroom, and/or resource/pull-out environment. Employees in this position may have higher level of exposure to infection from students. There is also frequent contact with staff and public and the need to meet multiple demands from several people. The noise level may be moderate to noisy.

PHYSICAL DEMANDS

The physical demands of this position include frequent sitting and standing for extended periods of time. Dependent on class/student assignment, the employee may occasionally lift, push, pull, and/or move up to 50 pounds. Repetitive bending at the waist, as well as kneeling, stooping, crouching to assist students is also required. Employees may reach overhead, above the shoulders, and horizontally. Dexterity of hands and fingers to demonstrate activities or run equipment is required as is hearing and speaking to exchange information, make presentations, hear in a noisy environment and locate the source of a sound. Seeing to read a variety of materials and monitor student activities is also required.

SALARY RANGE

Appropriate placement on the Certificated Management and Supervisory Salary Schedule

PERIOD OF SERVICE

Work Calendar as adopted by the Board of Trustees. 187 days of the year with the option of an additional 30 days of service at the position daily rate.



**LOWELL JOINT SCHOOL DISTRICT
CAFETERIA MANAGER**

Classified Salary Schedule
Range 18

JOB SUMMARY: Under general supervision of the Director of Nutrition Services, using highly significant food service related skills to coordinate food production and distribution to school sites of all meals from the central kitchen. Manage the daily operation of the central kitchen and assist in the preparation of meals.

ESSENTIAL FUNCTIONS:

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the class.

- Ensures that all meals served in the school nutrition program meet the current nutrition standards and meal pattern requirements including children with special needs diets.
- Maintains integrity and accountability of the school nutrition program through compliance with all Federal, State, and local regulations.
- Responsible for portion control as established by the Federal and State Nutrition Guidelines.
- Provide leadership to ensure a safe work environment.
- Responsible for skilled preparation of food items on the menu.
- Interprets and reconstructs standardized recipes.
- Responsible for receiving, storing, rotating and care of food supplies and equipment.
- Responsible for preparation and packaging of foods to be used in satellite schools.
- Responsible for scheduling, preparing, and serving food for nutrition break at the intermediate school.
- Requisitions food, supplies, and equipment. Orders food and supplies from approved vendors.
- Prepares and maintains written records on amounts of food planned and served to be used during SNP coordinated reviews.
- Prepares and follows work schedules that promote organized workflow and development of employee skills.
- With assistance from the Director of Nutrition Services, trains and provides input for personnel evaluations.
- Maintain accurate records of student accounts. Generate computerized reports upon request.
- Collects and counts money. Prepares cash reports and enters data into sales record keeping.
- Supervises and trains student helpers and volunteers.
- Conducts short training sessions to keep employees informed of school events as well as to develop employee knowledge and skills.
- Performs related duties as assigned.

QUALIFICATION GUIDELINES:

Knowledge of:

- Current USDA nutrition standards that apply to meals served in the SNP (School Nutrition Program).
- Importance of the marketplace's influence on food trends and availability and how they relate to menu planning.
- Appropriate system for documenting staff development and training.
- Use of technology as an SNP management tool.
- Use of commodities to manage food costs.
- Principles of Hazard Analysis and Critical Control Point (HACCP) system.
- Principles of preplanning, planning and scheduling food production to maximize efficient use of time and equipment and minimize production challenges.
- Safe use, care and cleaning methods of equipment in the school cafeteria.
- The importance of cross-training to enhance employee productivity and a more efficient workplace
- Procedures involved in ordering, receiving and storing of food services supplies.
- Health and safety rules and regulations that pertain to the operation of a school food service program.
- Methods of assessing the skill level needs of the SNP personnel as well as self-evaluation.

Ability to:

- Follow the menu planning guide and other appropriate USDA resources for SNP when involved with menu planning.
- Create promotional activities that motivate and support student selection of meals that promote good health.
- Prepare reports and keep records making simple arithmetical computations.
- Enforce rules of health, cleanliness, personal habits, and proper clothing to ensure clean and healthy food handlers.
- Operate machines found in a school kitchen, including a POS computer.
- Maintain a safe work environment and follow District procedures for reporting accidents and injuries.
- Maintain appropriate storage areas according to Federal, State and local guidelines.
- Interpret data and sales history of food items for ordering and forecasting production.
- Administer food preference surveys and analyze resulting data.
- Implement methods for increasing productivity and decrease waste.
- Encourage cooperation between food service staff and teaching staff in promoting higher student participation in lunch, breakfast and other supporting food programs.
- Establish and maintain cooperative and effective working relationships with others.
- Lift and move items weighing up to 25 pounds.

Education/Training/Experience:

Equivalent to completion of high school or General Education Diploma (GED). Minimum of two to three years' experience and/or training in school or institutional food services; completion of Food Safety Manager Certification and California School Nutrition Association (CSNA) courses related to the food service program in public schools. At least one year in a lead or supervisory capacity.



LOWELL JOINT SCHOOL DISTRICT
CAFETERIA MANAGER

Classified Salary Schedule
Range 18

PHYSICAL STANDARDS AND WORKING CONDITIONS:

The physical and mental demands and work environment described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. These physical demands are generic in nature and tasks may vary dependent on specific trade and or specialized work assignment.

Physical Demands:

Physical demands of this position include standing for extended periods of time. The employee is required to frequently walk, stand or stoop, bend at the waist and reach at or below the shoulders. Continuously uses hand strength to grasp objects and tools and operate nutrition service equipment. The employee must lift and/or move items weighing up to 25 pounds. These objects include bags of milk or juice, cases of fruit, pans of food, etc. Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Employees may use vision to monitor food quality and quantity and may also serve students, order supplies, collect money, etc. Also required are hearing and speaking abilities to exchange information.

Mental Demands:

Employee must be able to comprehend and follow written and oral instructions; read and interpret data, information and documents; interpret policies and procedures; work under deadlines with interruptions; and interact cooperatively with District staff, students and parents.

Work Environment:

While performing the duties of this job, the employee regularly works in an indoor kitchen environment with exposure to heat from ovens, hot foods and steamers and cleaning chemicals, fumes, equipment, and metal objects. Employees also work around knives, dicers, mixers, slicers and other sharp objects. Work surfaces may be slippery. The noise level in the work environment is usually moderate but may be loud dependent on specific work site and/or equipment operation.

The information contained in the physical standards description is for compliance with ADA and is not an exhaustive list of duties performed. Individuals who hold this position may perform additional duties and additional duties may be assigned.

WORK PERIOD:

10 months per year, 5 days per week, 5 hours per day

Board Approved: October 2007; May 7, 2012;
Revised: March 2012; June 2023

LOWELL JOINT SCHOOL DISTRICT 2022/2023 CLASSIFIED MANAGEMENT SALARY SCHEDULE

Effective July 1, 2022, employees shall receive a 3.50% increase to base salary earnings (excluding stipends and other remuneration)
 Effective September 1, 2022 New Director's Salary Schedule and New Assistant Director Salary Schedule
 Effective November 7, 2022 New Assistant Superintendent Salary Schedule
 Effective December 12, 2022 New Maintenance and Operations Supervisor Salary Schedule
 Effective March 6, 2023 New Nutrition Services Supervisor Salary Schedule
 Effective August 1, 2023 New Network and Data Systems Technology Supervisor

MANAGEMENT POSITIONS	RANGE 1	RANGE 2	RANGE 3	RANGE 4	RANGE 5	RANGE 6	RANGE 7	RANGE 8
Assistant Superintendent of Business Services	13,789	14,516	15,279	16,043	16,845	17,687	18,571	19,499
Assistant Superintendent of Administrative Services	13,097	13,752	14,439	15,163	15,921	16,717	17,553	18,430
Director of Educational & Information Technology	12,360	12,552	12,743	12,934	13,126	13,316	13,509	13,705
Director of Fiscal Services	12,360	12,522	12,743	12,934	13,126	13,316	13,509	13,705
Assistant Director of Fiscal Services	9,888	10,042	10,195	10,348	10,501	10,653	10,807	11,348
Bond Contracts and Accounting Compliance Manager	6,736	7,005	7,269	7,574	7,892	8,223	8,560	8,905
Coordinator of Early Childhood Program	9,755	9,939	10,106	10,272	10,457	10,623	10,808	X
Occupational Therapist (11 months)	6,923	7,268	7,633	8,016	8,416	8,838	9,279	9,743
Supervisor Positions								
Network and Data Systems Technology Supervisor	5,610	5,938	6,285	6,653	7,042	7,454	7,980	8,352
Maintenance & Operations Supervisor	5,100	5,399	5,715	6,050	6,404	6,779	7,176	7,176
Nutrition Services Supervisor	4,636	4,868	5,111	5,367	5,635	5,917	6,213	6,524
Site Supervisor Teacher - Preschool	3,946	4,144	4,351	4,567	4,797	5,036	X	X

Twelve-month Classified Management employees receive 22 days vacation per year.

LONGEVITY

Length of service shall be additionally compensated at the following rate, after completion of:

5 Years	\$4,000
10 Years	\$5,000
15 Years	\$6,000
20 Years	\$7,000

11/1/23


**LOWELL JOINT SCHOOL DISTRICT
2022/23 CERTIFICATED MANAGEMENT AND SUPERVISORY SALARY SCHEDULE
Effective July 1, 2022**

*Effective July 1, 2022, employees shall receive a 3.5% increase to base salary earnings (excluding stipends and other remuneration).
Effective September 1, 2023 New Board Certified Behavioral Analyst (BCBA) Position Added to Salary Schedule*

MANAGEMENT POSITIONS	DAYS	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Assistant Superintendent of Educational Services	248	174,278	176,980	179,674	182,374	185,069	187,760	190,462
Intermediate Principal	217	138,828	140,979	143,124	145,276	147,423	149,567	151,718
Elementary Principal	200	124,826	126,789	128,754	130,719	132,679	134,647	136,609
Assistant Principal	204	117,056	119,273	121,268	123,263	125,480	127,476	129,693
Director of Special Education	217	148,324	150,625	152,919	155,214	157,513	159,801	162,103
Director of Educational Services	217	148,324	150,625	152,919	155,214	157,513	159,801	162,103

SUPERVISORY POSITIONS

Psychologist / Board Certified Behavioral Analyst (BCBA)	187	105,277	107,238	109,205	111,175	113,118	115,100	118,273
Coordinator of Early Childhood Program	204	117,056	119,273	121,268	123,263	125,480	127,476	129,693
Coordinator of Expanded Learning Opportunities Program	204	117,056	119,273	121,268	123,263	125,480	127,476	129,693
Program Specialist	205	117,677	119,765	121,862	123,960	126,055	128,155	130,256

Management	Supervisory
5 years \$4,000	5 years \$2,500
10 years \$5,000	10 years \$3,000
15 years \$6,000	15 years \$3,500
20 years \$7,000	20 years \$4,000

Management Employees and Supervisory Employees who have served in that capacity the following number of years will receive amounts as listed, in addition to their annual salary:

*9/11/23
D. Green*

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Submission of Williams Litigation Settlement – ACTION
Quarterly Uniform Complaint Report for 1st Quarter July
1 – September 30, 2023

The *Williams Litigation Settlement* requires districts to implement the following Uniform Complaint Procedures:

1. Adopt a policy/administrative regulation for a modified Uniform Complaint Procedure;
2. Post a notice in each classroom; and
3. Prepare and submit a report to the County Superintendent of Schools.

Education Code Section 35186(d) requires, “A school district shall report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. The summaries shall be publicly reported on a quarterly basis at a regularly scheduled meeting of the governing board of the school district. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. The complaints and written responses shall be available as public records.”

To meet the Uniform Complaint Reporting requirements per *Education Code* Section 35186(d), the October 2, 2023, Board agenda will include a Report on the Nature and Resolution of All *Williams Settlement* Complaints received from July 1 through September 30, 2023.

It is recommended that the submission of the Williams Litigation Settlement – Quarterly Uniform Complaint Report for Quarter July 1 – September 30, 2023, with zero complaints, be approved, and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent’s Comment:

APPROVAL RECOMMENDED.



**Los Angeles County
Office of Education**
Serving Students • Supporting Communities
Leading Educators

Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2023-2024

District Name: Lowell Joint School District

Date: October 2, 2023

Person completing this form: Jim Coombs

Title: Superintendent of Schools

Quarter covered by this report (Check One Below):

- | | | |
|---|--------------------------|-----------------------|
| <input checked="" type="checkbox"/> 1st QTR | July 1 to September 30 | Due: October 13, 2023 |
| <input type="checkbox"/> 2nd QTR | October 1 to December 31 | Due: January 12, 2024 |
| <input type="checkbox"/> 3rd QTR | January 1 to March 31 | Due: April 12, 2024 |
| <input type="checkbox"/> 4th QTR | April 1 to June 30 | Due: July 12, 2024 |

Date for information to be reported publicly at governing board meeting: October 2, 2023

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints:

	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and Misassignment	0	0	0
TOTAL	0	0	0

Print Name of District Superintendent Jim Coombs

Signature of District Superintendent _____

Date October 2, 2023

Submit the **Quarterly Summary** using Canvas Account:

<https://lacoepd.instructure.com/courses/715>

or mail to:

Los Angeles County Office of Education
c/o Francisco Jimenez, Williams Instructional Materials
9300 Imperial Highway, ASM/Williams ECW 284
Downey, CA 90242

Telephone: (562) 803-8382

FAX: (562) 803-8325

E-Mail: Jimenez_Francisco@lacoed.edu



Orange County Department of Education
Educational Services Division

**Williams Settlement Legislation
Quarterly Report of Uniform Complaints
2023-24**

District: Lowell Joint School District

District Contact: Jim Coombs

Title: Superintendent of Schools

- Quarter #1 July 1 – September 30, 2023 Report due by October 31, 2023
- Quarter #2 October 1 – December 31, 2023 Report due by January 31, 2024
- Quarter #3 January 1 – March 31, 2024 Report due by April 30, 2024
- Quarter #4 April 1 – June 30, 2024 Report due by July 31, 2024

Check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of the complaints.

Type of Complaint	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0		
Teacher Vacancies or Misassignments	0		
Facility Conditions	0		
TOTALS	0		

Name of Superintendent: Jim Coombs

Signature of Superintendent: _____ Date: October 2, 2023

Please submit to:

Orange County Department of Education
P.O. Box 9050, Costa Mesa, CA 92628-9050
Attention: Alicia Gonzalez, Sr. Administrative Assistant/R101

Phone: (714) 966-4336 Email: aliciagonzalez@ocde.us

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Resolution 2023/2024 No. 904 Proclaiming October 8 – 14, 2023, as “Week of the School Administrator” ACTION/
(RESOLUTION)

The State of California has declared in *Education Code* 44015.1, the second full week of each October as the “Week of the School Administrator.” All school leaders in the Lowell Joint School District are to be commended for contributions they make to successful student achievement.

It is recommended that Resolution 2023/2024 No. 904 proclaiming October 8 – 14, 2023, as “Week of the School Administrator” be adopted, and that the Superintendent or designee be authorized to execute the resolution.

Superintendent’s Comment:

ADOPTION BY MAJORITY ROLL CALL VOTE.

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2023/2024 NO. 904

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT OF LOS ANGELES
AND ORANGE COUNTIES, CALIFORNIA,
PROCLAIMING OCTOBER 8 – 14, 2023, AS
“WEEK OF THE SCHOOL ADMINISTRATOR”**

WHEREAS, leadership matters for California’s public education system and the more than 6 million students it serves; and

WHEREAS, school administrators are passionate, lifelong learners who believe in the value of quality public education, and

WHEREAS, the title school administrator is a broad term used to define many education leadership posts. Superintendents, assistant superintendents, principals, assistant principals, special education and adult education leaders, curriculum and assessment leaders, school business officials, classified educational leaders, and other school district employees are considered administrators; and

WHEREAS, providing quality service for student success is paramount for the profession; and

WHEREAS, most school administrators began their careers as teachers. The average administrator has served in public education for more than a decade. Most of California’s superintendents have served in education for more than 20 years. Such experience is beneficial in their work to effectively and efficiently lead public education and improve student achievement; and

WHEREAS, public schools operate with lean management systems. Across the nation, public schools employ fewer managers and supervisors than most public and private sector industries including transportation, food service, manufacturing, utilities, construction, publishing and public administration; and

WHEREAS, school leaders depend on a network of support from school communities, fellow administrators, teachers, parents, students, businesses, community members, board of trustees, colleges and universities, community and faith-based organizations, elected officials and district and county staff and resources to promote ongoing student achievement and school success; and

WHEREAS, research shows great schools are led by great principals, and great districts are led by great administrators. These site leaders are supported by extensive administrative networks throughout the state; and

WHEREAS, the State of California has declared the second full week of October as the “Week of the School Administrator” in *Education Code* 44015.1; and

WHEREAS, the future of California’s public education system depends upon the quality of its leadership;

THEREFORE, BE IT RESOLVED, that we, the Board of Trustees on behalf of the students, parents, and community at large, hereby recognize October 8 – 14, 2023, as “Week of the School Administrator” and that all school leaders in the Lowell Joint School District be commended for the contributions they make to successful student achievement.

APPROVED AND ADOPTED this 2nd day of October, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

I, Jim Coombs, Secretary to the Board of Trustees of the Lowell Joint School District of Los Angeles and Orange Counties, California, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on the 2nd day of October, 2023, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 2nd day of October, 2023.

Jim Coombs, Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Resolution 2023/2024 No. 905 Proclaiming October 23 – ACTION/
31, 2023, as “Red Ribbon Week” (RESOLUTION)

Red Ribbon Week encourages all citizens, to include parents, staff members and students, to participate in drug prevention education activities. By wearing and displaying red ribbons during this week-long campaign we are firmly committed to a drug-free community and will continue to make drug and alcohol abuse prevention a high priority.

It is recommended that Resolution 2023/2024 No. 905 proclaiming October 23 through October 31, 2023, as “Red Ribbon Week” be approved, and that the Superintendent or designee be authorized to execute the resolution.

Attachment

Superintendent’s Comment:

ADOPTION BY MAJORITY ROLL CALL VOTE RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2023/2024 NO. 905

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT
OF LOS ANGELES AND ORANGE COUNTIES, CALIFORNIA,
PROCLAIMING "RED RIBBON WEEK"
OCTOBER 23 THROUGH OCTOBER 31, 2023**

WHEREAS, alcohol and other drug abuse has reached epidemic stages in the United States; and

WHEREAS, the effects of drug and alcohol abuse are devastating to young people's lives and their futures, to their families, to society, and to the educational environment; and

WHEREAS, schools are an appropriate place to educate youth about the harmful effects of drug and alcohol abuse and to assist them in learning positive ways to make healthy choices in their lives; and

WHEREAS, schools should provide a safe harbor for students so that our youth can be safe and learn effectively; and

WHEREAS, the Red Ribbon Campaign will be celebrated in every community in America during "**RED RIBBON WEEK**," October 23 through October 31, 2023, to offer our citizens the opportunity to demonstrate their commitment to drug-free lifestyles; and

WHEREAS, business, government, law enforcement, schools, religious institutions, service organizations, youth, medical, senior citizens, military, sports teams, and individuals will demonstrate their commitment to drug-free, healthy lifestyles by wearing and displaying red ribbons during this week-long campaign;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Lowell Joint School District does hereby proclaim October 23 through October 31, 2023, as "**RED RIBBON WEEK**," and encourages its citizens to participate in drug prevention education activities, making a visible statement that we are firmly committed to a drug-free community and will continue to make drug and alcohol abuse prevention a high priority.

FURTHER RESOLVED, that the Lowell Joint School District Board of Trustees will foster cooperative relationships among teachers, parents, students, law enforcement and other community agencies to accomplish this goal.

APPROVED AND ADOPTED this 2nd day of October, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

I, Jim Coombs, Secretary to the Board of Trustees of the Lowell Joint School District of Los Angeles and Orange Counties, California, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on the 2nd day of October, 2023, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 2nd day of October, 2023.

Jim Coombs, Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT

October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of the Lowell Joint School District Core Values and Guiding Goals and Vision 2030 Road Map ACTION

The Lowell Joint School District has long stood for excellence and Traditional Core American Values since 1906, which the Board of Trustees has continued to use as a guide to direct our district focus and purpose. The Board of Trustees and Superintendent have revisited these Core Values and Guiding Goals over the past few months and jointly reaffirm our 100% commitment to these fundamental Core Values and Guiding Goals, which will continue to guide our overall educational, decision-making, and operational practices.

It is recommended that the Lowell Joint School District Core Values and Guiding Goals and Vision 2030 Road Map be officially approved, and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED.



CORE VALUES

"...the philosophy of the school room in one generation will be the philosophy of government in the next." Abraham Lincoln

"...the education of one generation develops the leaders and government of the next generation..." Mrs. Janet B. Averill

Moral and Civic Values: The Board of Trustees of the Lowell Joint School District subscribes to the belief that public education must foster in students an understanding of the moral values and civic responsibilities that form the foundation of our American Heritage and Society. It is important that all school personnel promote in students the acceptance of commonly held **Core Values** of right and wrong, concern for the welfare of others, and respect for democratic practices. On September 11, 2017, the Board of Trustees endorsed the following list of moral and civic values and the accompanying definitions which are stated as behaviors exemplified by students and staff living up to these values.



EXCELLENCE

Exhibits patience and hard work in achieving goals; works, learns, and pursues constructive goals, even in the face of adversity.



PERSONAL INTEGRITY

Exhibits sound moral principles, virtues, and good character demonstrating honesty and trustworthiness in the community.



SOCIAL RESPONSIBILITY & RESPECT

Treats others justly, fairly, and with dignity; shows high regard for others and treating them as they would like to be treated. Affirms the worth of self, others, property, and the environment through attitudes and actions. Accepts the necessity of being accountable and the consequences of individual actions, reactions, and decisions; honors commitments; demonstrates an active commitment to the welfare of self and others.



RESPECT FOR NATIONAL HERITAGE

Exhibits a value of and commitment to our American National Heritage and the public good; works for the community and cooperates with others; respects and participates in the democratic process; observes all laws and rules; and resolves conflicts peacefully.



FAMILY - TEAMWORK

Works well together combining individual talents and strengths, supporting each other, and then working cooperatively to achieve mutual objectives. Demonstrates caring, concern, and sensitivity; exhibits tolerance; treats others politely, mercifully, and with respect and dignity; and renders service when needed.



TRADITIONAL VALUES

Tells truth; does not cheat, intentionally mislead, or steal; possesses the courage to behave and conduct interactions with integrity; exhibits consistency between words and actions; behaves in a fair and straightforward manner; and conscientiously pursues and scrutinizes evidence that supports the truth.

Mission Statement The Lowell Joint School District is committed to providing a strong academic program of 21st Century Skills with a well-rounded program of diverse and innovative subject offerings. All District Schools emphasize the importance of education, the family, and traditional values. We stress the value of personal integrity, social responsibility, and a respect for our national heritage. The Lowell Joint School District envisions a culture where technology empowers all members of the school community to achieve success and expand learning beyond the walls of the classroom. All stakeholders will utilize technology to become highly competent in a technological world through continuous improvement in academics, career, and life.

LOWELL JOINT SCHOOL DISTRICT

A Tradition of Excellence Since 1906



GUIDING GOALS

"...the education of one generation develops the leaders and government of the next generation..." Mrs. Janet B. Averill

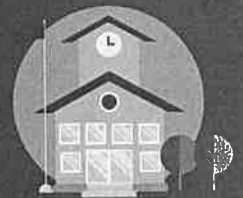
DISTRICT GOAL 1: Academic Excellence – Learning for All Students

Vision: Every student experiences educational success at the highest levels of achievement. We believe that each student has a unique ability to learn in an environment that is enriched with a challenging curriculum, where learning is modeled and expectations are both known and high. We expect all students to demonstrate continued and improved academic achievement, through Collaboration, Communication, Critical thinking, and Creativity, to be college and career ready, and to become lifelong learners.



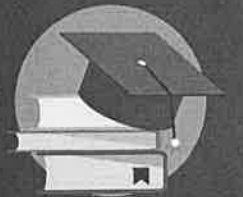
DISTRICT GOAL 2: Safe, Orderly, Positive, Respectful Learning Environments

Vision: All campuses provide an aesthetic, orderly environment that is organized to ensure learning. We believe in a collaborative spirit of place where all feel safe, welcomed, valued, and respected. We foster a culture that promotes the emotional health, safety, well-being and involvement of students, staff, family and community.



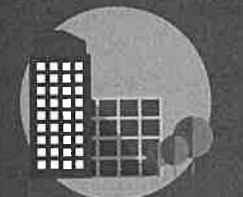
DISTRICT GOAL 3: Highly Qualified Staff Providing High Quality Service

Vision: All staff possesses the appropriate knowledge, skills, and attitudes needed to provide high quality services leading to high quality results. We believe that high quality service is achieved when staff is well trained, proactive, responsive, and collaborative. We attract, train, and retain high performing staff that actively engage, collaborate, and support students in effective instruction and the use of current technologies.



DISTRICT GOAL 4: School/Family/Community Partnerships & Communication

Vision: High quality student learning is supported by partnerships. We believe these partnerships are enhanced through effective communication and collaboration. We establish a culture which encourages positive relationships among our students, staff, and families as well as educational, business, and community partners. We believe these partnerships and communication must be nurtured to optimize opportunities for learning and personal growth for students.



DISTRICT GOAL 5: Acquisition & Allocation of Resources to Support Fiscal Excellence

Vision: Resources are focused to achieve district goals. We believe that public schools deserve sufficient resources to achieve high quality student learning. We believe that efficiency, transparency, and cost-effective practices must characterize District and school operations to ensure that resources are aligned and applied to achieve established goals. We are committed to remaining fiscally solvent by effectively managing resources and pursuing new revenue sources.



LOWELL JOINT SCHOOL DISTRICT

A Tradition of Excellence Since 1906

LOWELL JOINT SCHOOL DISTRICT

"(A Tradition of Excellence Since 1916)
"Home of Scholars and Champions"

GUIDING GOALS – VISION 2025

Board Adopted:
October, 2017
October, 2018
October, 2019



"What do we want our students & staff to master?"

ACADEMIC EXCELLENCE-LEARNING FOR ALL STUDENTS

- Classroom Instruction: EDI, GLAD, Write From Begin./Thinking Maps
- Instructional Curriculum: Instructional Pacing Guide, Benchmark Assessments (Summative, Formative), Report Cards
- Data Dashboards: Student, Classroom, School, District
- C.R.E.W. - Internship Program
- R.E.A.C.H. Program
- Instructional Technology: Learning Tool
- LJSJ-MTSS: Multi-Tier System of Support
- LJSJ PASS PORT Project (21st Century College & Career)

ACADEMIC EXCELLENCE-ACADEMIC PROGRAMMING

- Character Education & Patriotism
- Instructional Technology: Instructional Tool- STEAM Innovation Labs (TK-6th), Tinker, Google Classroom
- LJSJ PASS PORT Project: 21st Century College & Career
- Engineering-Coding-Robotics Pathway (TK-6th) and Academy (7th-8th)
- **ARTS FOR ALL** (TK -6th) and **COFA** Academy (7th, 8th)
- Pre-AP Heritage/IB Honors Academy (7th-8th)
- Full-Day Kindergarten & TK
- LJSJ Pre-School/Child Development Center
- **HORIZONS** (Gate/High Achievers)
- Special Education Program Review & Enhance.- Blue Ribbon Action Team
- C.R.E.W. - Counseling & Psychologist Internship Program
- **HORIZONS** Summer Honors Camp
- Lowell Literacy Project

"How do we know if they have mastered it?"

SCHOOL/FAMILY/COMMUNITY PARTNERSHIP & COMMUNICATION

- Parent Volunteer Recognition Program
- Parent University
- LJSJ Communication & Marketing Plan
- BIOLA Educational Partnership
- Lowell Educational Foundation: partnership and recognition Legends Project
- Instructional Technology: Communication Tool
- School/District Award Applications: Golden Bell, Mega, Dist. School, etc
- Re-design and development of District & Site webpages
- State of the District Presentations: City Counsels, Service Clubs, PTSA, et.

ACQUISITION & ALLOCATION OF RESOURCES TO SUPPORT FISCAL EXCELLENCE

- Financial stability
- LJSJ Master Facility Plan
- Substitute: recruitment, retention, compensation
- LJSJ Pre-School Program/Child Development Center
- Re-design and development of District & Site webpages
- Revised Inter- & Intra- District permit process
- Saturday Enrichment/Enhancement/Engagement Program
- Bond Measure (LL)
- Methods to generate revenue

"What to we do for those who have or have not mastered it?"

HIGHLY QUALIFIED STAFF-HIGH QUALITY SERVICE

- WELCOME BACK RALLY & PD
- SPRING CELEBRATION & PD RALLY
- Instructional Technology: Instructional Tool
- LJSJ Staff Awards/Recognition
- LJSJ Master Teacher Series
- Review of HR protocols (certificated and classified)
- Instructional Leader PD and Future Instructional Leaders
- Technology Trail Blazers & Google Certifications
- Re-design staff website
- Comprehensive Systemic Prof. Development Plan

SAFE, ORDERLY, POSITIVE, RESPECTFUL LEARNING ENVIRONMENT

- Character Education & Patriotic Educational Program
- Strategic Educational Facility Plan
- LJSJ Inter- & Intra- District permit protocol
- After-school clubs and competition groups
- Saturday Enrichment/Enhancement/Engagement Program
- Review and systemized student code of conduct
- Landscaping enhance, Educational center, Professional Learning Center
- Enhancement and update of Board Room
- LCAP Surveys: Parent, Staff, Student
- Review and update of Board Policies

Conditions We Control

- Program
- Procedures
- Policies
- Fixed vs Flexible
- Attitude/Approach

GRIT

- Why it Matters: Showing Up, Distracted by Talent, Effort counts Twice, Grit Grows Growing from Inside Out: Interest, Practice, Purpose, Hope Growing from Outside In: Parenting, Playing Fields, Culture

LJSJ CORE VALUES

- Excellence
- Personal Integrity
- Social Responsibility & Respect
- Respect for National Heritage
- Family - Teamwork
- Traditional values

Good To Great

- Good is Enemy of Great
- Level 5 Leadership
- First Who...Then What
- Brutal Facts
- Hedgehog Concept
- Culture of Discipline
- Tech Accelerators
- Flywheel & Doom Loop
- Built to Last

Patriotic

- American Heritage
- Good Citizen
- American form of Government
- Respect for National Heritage

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approve that the Scope of the Work and the Letter
of Agreement with True North, Inc., to Conduct a
Voter Survey regarding the possible Issuance of
General Obligation Bonds

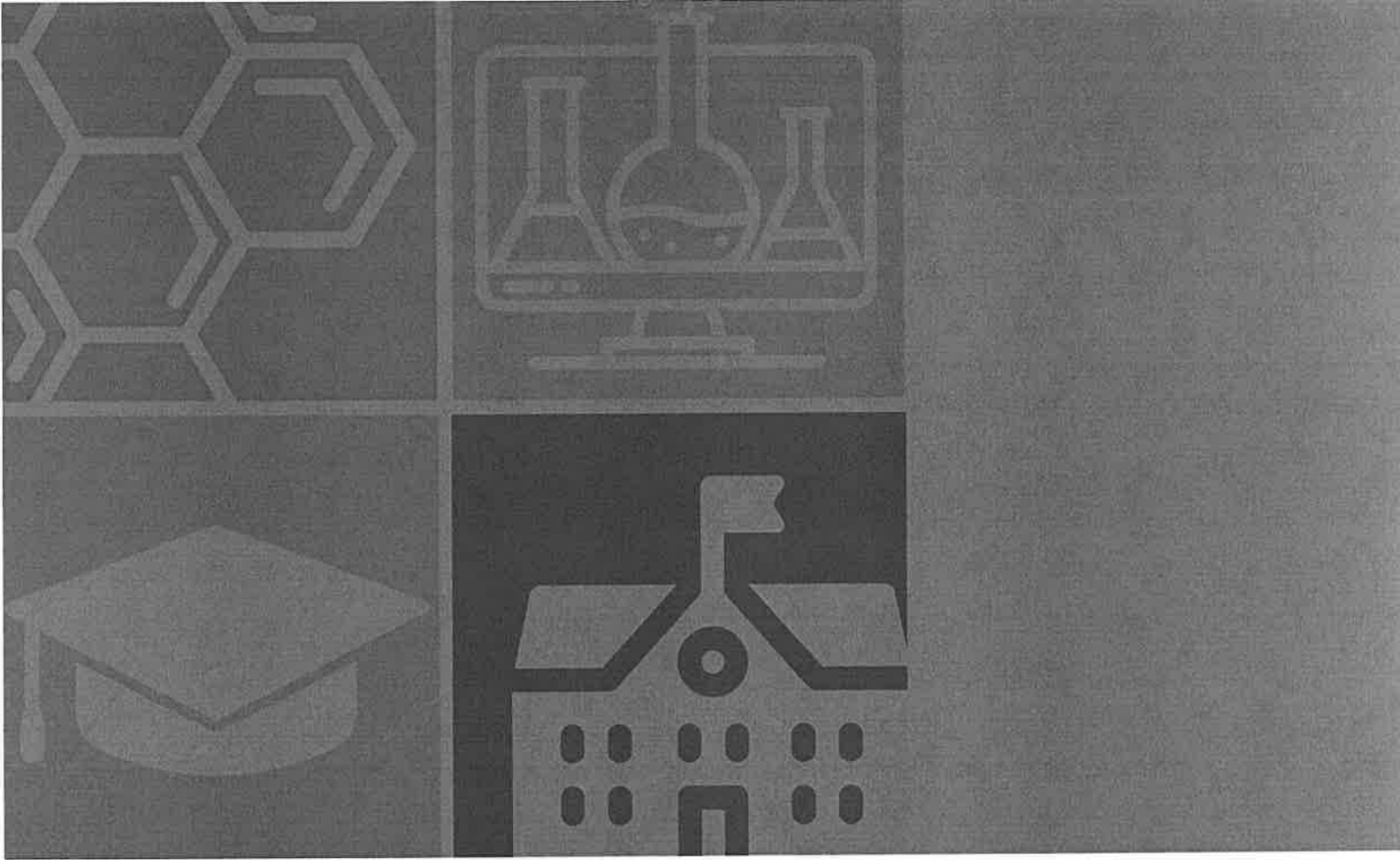
ACTION

The Board of Trustees desires to investigate the possibility of calling for a general obligation bond election in the near future. The services of a consultant with expertise in the area of voter surveys are necessary. Government Code Section 53060 allows for contracting with persons specially trained and experienced and competent to perform special services. True North, Inc., possesses such expertise.

It is recommended that the scope of work and Letter of Agreement with True North, Inc., to conduct a voter survey regarding the possible issuance of general obligation bonds be approved, and that the Superintendent or designee be authorized to execute the necessary documents.

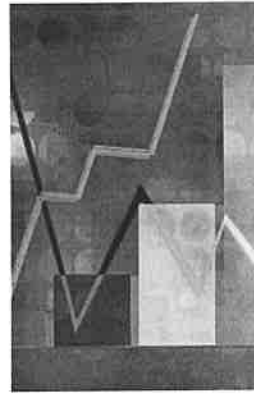
Superintendent's Comment:

APPROVAL RECOMMENDED.

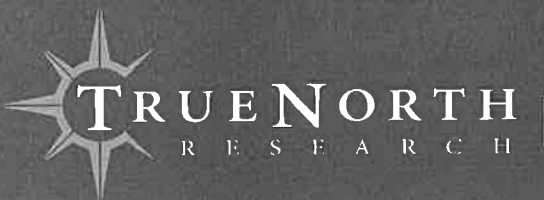


VOTER OPINION SURVEY
PROPOSAL FOR RESEARCH & CONSULTING

PREPARED FOR
LOWELL JOINT SCHOOL DISTRICT



AUGUST 2023



1592 N COAST HIGHWAY 101
ENCINITAS CA 92024
760.632.9900 WWW.TN-RESEARCH.COM

RESEARCH PROPOSAL

True North Research, Inc. (True North) is pleased to present this proposal to provide voter opinion research and bond measure planning services to the Lowell Joint School District (District). Our recent conversations about the District's interest in a potential November 2024 bond (and our experience assisting the District with Measure LL) have been quite helpful to our understanding of the District's objectives and needs with respect to the proposed research, and we have crafted this summary description of the proposed work scope and associated costs accordingly. However, if we missed an important detail—or if other issues have arisen that should be factored into the study—please feel free to contact us (760.632.9900) and we'll be happy to revise this estimate.

PROJECT UNDERSTANDING, CHALLENGES & APPROACH Creating revenue measures that are ultimately approved by the necessary percentage of voters is difficult, especially in the State of California. Successful measures require insightful research and sound, strategic advice. The overriding objective of the survey is thus to produce an *unbiased, statistically reliable* evaluation of voters' interest in supporting a local bond measure, as well as identify how best to align the measure with community priorities and position it for voter approval.

If the ultimate goal of this study is to enable the District to make sound, strategic decisions based upon the data that is collected, it is critical that the data be collected according to rigorous methodological standards. Indeed, although it may be easy to conduct a 'survey', it is quite challenging to design and implement a survey that A) produces *valid*¹ and *reliable*² measures of the opinions and behaviors of interest, and B) produces data that is *representative*³ of the population of individuals that is the focus of a study. Only by satisfying each of these conditions will the proposed study produce data that is trustworthy and thus a sound basis for making decisions.

Meeting the aforementioned conditions has become more difficult in recent years. Much has changed in terms of how the public receives information, the accessibility of residents through traditional recruiting methods, and their willingness to participate in community surveys. Caller-ID, SPAM filters, habitual call-screening, and busy lifestyles have made it more difficult to reach respondents in general, leading to lower response rates and greater response bias when relying on just one or two recruiting methods. In order to continue producing statistically reliable measures of their voters' opinions, priorities and behaviors, the research methodologies that public agencies employ for surveys must adapt to these new challenges.

-
1. Validity refers to the degree to which a question actually measures the underlying attitude or construct that it was designed to measure. For example, asking people whether they own "stock" to measure their financial savings behavior is sufficiently ambiguous such that it has low validity. Research has shown that people in farming communities are more likely to interpret "stock" to mean livestock—not financial stocks.
 2. Reliability refers to the degree to which the observed results for a survey question are free of measurement errors and thus accurately measure the true value among the survey participants.
 3. In this context, representative refers to the degree to which the results found among the survey participants match what would have been found if all likely November 2022 voters participated in the survey. A probability-based sample free from the many possible sources of selection bias is the key to obtaining representative results.

The methodology that we propose is designed to do just that—adapt to these challenges by employing innovative techniques that will ensure statistically reliable results. We propose to use a **stratified and clustered random sampling methodology** that ensures a representative sample of likely November 2024 voters within the district regardless of whether they use mobile phones, land lines, email, or all of the above. We also recommend using **three recruiting methods** (email invitations, text invitations, and telephone calls) to recruit participation in the survey and a **mixed-method data collection methodology** that allows sampled respondents the flexibility of participating online at a password protected web site, or by telephone if preferred. Designed, tested and refined by True North over the past 10 years, our recommended survey approach has proven to increase participation rates, reduce response bias, better engage traditionally hard-to-reach subgroups, and increase the overall accuracy and reliability of voter survey results when compared to using fewer recruiting methods.

SCOPE OF WORK The scope of services that we propose to perform for the District includes all tasks associated with designing, conducting and analyzing the survey, as well as presenting the results. Briefly, the scope of services includes:

- Meet with the District to thoroughly discuss the research objectives and methodology for the study, as well as discuss potential challenges, concerns, and issues that may surround the study.
- Develop a stratified and clustered random sample of voters who—based on their voting history and registration status—are likely to participate in the election of interest (November 2024) on the natural or through targeted outreach efforts.
- Develop a draft questionnaire for the District’s review and make revisions as needed until all parties approve of the instrument.
- Pre-test the survey instrument to ensure its integrity.
- Professionally translate the survey and invitations into Spanish to allow for data collection in English and Spanish.
- Web program the finalized survey instrument to allow respondents to participate online at a secure, password-protected survey site.
- CATI (Computer Assisted Telephone Interviewing) program the same survey instrument to ensure accurate and reliable data collection for respondents who prefer to participate by telephone.⁴
- Recruit voters to participate in the survey using a combination of email invitations, text invitations, and telephone calls.
- Collect at least 400 quality interviews according to the sampling plan and a strict interviewing protocol. A sample of this size will produce results with a statistical margin of error due to sampling of +/-4.8% at the 95% confidence level. If productivity exceeds our conservative estimate, any additional interviews beyond 400 will be provided to the District at not additional cost. It is expected that the average interview will last between 15 to 17 minutes.
- Process the data, which includes conducting validity checks, cleaning, recoding, coding open-end responses, and adjusting for strategic oversampling (if used) through a statistical procedure known as ‘weighting’.
- Prepare an initial topline report which presents the overall findings of the survey.

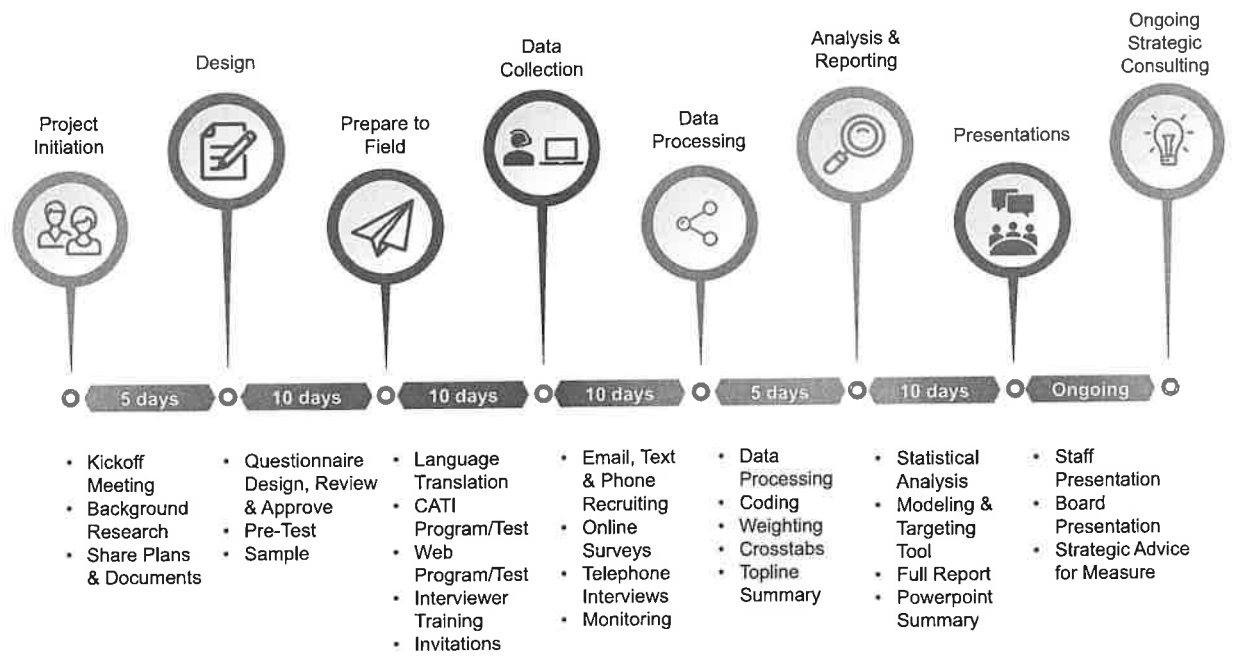
4. All recruiting and data collection conducted by telephone is performed by live, professional interviewers. We do not use robocalls.

- Prepare a thorough report on the findings, including a detailed question-by-question analysis, description of the methodology, an executive summary of the key findings and conclusions/recommendations, as well as a comprehensive set of crosstabulations showing how the answers varied by subgroups of voters. The report will include extensive full-color graphics displaying the findings, as well as insightful narrative discussion of the results and their implications.
- Prepare an electronic copy of the final report to allow the District to reproduce the report as needed.
- Prepare a PowerPoint presentation of the results and present the results to the District via Zoom or similar platform.
- Be available to assist and provide advice to the District after the survey is complete.

CGSTS True North’s fixed-fee cost estimate to design and conduct the survey as described in this proposal is \$27,450. This cost is inclusive—there will be no additional charges associated with the study. Although we guarantee at least 400 completed interviews, we will likely exceed that amount. Any additional interviews beyond 400 will be provided to the District at no additional cost.

SURVEY TIME LINE True North will work with the Lowell Joint School District to establish a project schedule that meets the District’s needs. Below is a recommended schedule that shows the stages of the survey project, the number of days that we anticipate devoting to each stage, as well as the key research tasks that are completed in each stage. We have the flexibility and resources to adjust this time line if the District desires, and can accelerate this time line if needed.

FIGURE 1 PROPOSED TIME LINE



FIRM OVERVIEW For the past 20 years, True North has specialized in providing school districts and other public agencies with statistically accurate research and insightful strategic advice. To date, our team has designed and conducted over 1,200 survey research studies for public agencies in California, including more than 400 revenue measure feasibility studies that captured the pieces of information needed for estimating the feasibility of a measure and—if feasible—identifying how best to package the measure for success. We have the highest *verifiable* success rate in the industry for bonds and tax measures over the past decade (95%), including 100% success in six of the past eight election cycles including November 2020 and June 2022. In total, the research that True North has conducted has led to over \$35 billion in successful local revenue measures.

PROJECT MANAGER True North's President (Timothy McLarney, Ph.D.) will serve as the Project Manager for the proposed survey. He will be the District's day-to-day contact for all matters related to the study and will lead all design, analysis, reporting, and presentation tasks. Approximately 75% of the research tasks will be performed directly by Dr. McLarney.

Dr. McLarney has more than 25 years of experience in survey methodology, statistics, public opinion analysis, and providing data-driven strategic advice to public agencies. During his career, he has occupied a lead role in over 1,200 research studies, more than 400 of which had research objectives similar to those of the Lowell Joint School District.

Dr. McLarney is a nationally recognized expert in survey research methodology, sampling theory, weighting, and the use of statistical methods to generalize survey results. His research has been published in academic journals and has earned him honors including the title of Visiting Scholar at the Institute of Governmental Studies at UC Berkeley. He has also served as an independent expert witness in survey research methodology for California legal cases. Dr. McLarney earned his Ph.D. and M.A. in Government from Cornell University with an emphasis in survey methodology, sampling theory and public opinion analysis, as well as a Bachelor's degree in Politics from the University of California, Santa Cruz.

LETTER OF AGREEMENT

This proposal and the standard business terms (see below) will serve as a letter of agreement between True North Research and the Lowell Joint School District for the services described previously. In fulfillment of this agreement, True North will perform the services described in the *Scope of Work* on page 2. True North will invoice the full amount of the contract upon delivery of the report, with full payment due within 30 days of receiving the invoice.

Sincerely,

Agreed to and accepted by:



Timothy McLarney, Ph.D.
President
True North Research
1592 N Coast Highway 101
Encinitas CA 92024

Jim Coombs
Superintendent
Lowell Joint School District
11019 Valley Home Ave.
Whittier CA 90603

BUSINESS TERMS Contracts and agreements between True North Research and its clients include the following general terms and conditions unless otherwise specified in a contract or agreement.

Flat Fees Unless otherwise specified, True North Research charges a flat fee for all or a portion of its services to a client in lieu of hourly charges.

Notices Any and all notices, demands, or other communications required or desired to be given hereunder by any party shall be documented in writing.

Confidentiality True North Research acknowledges that during the engagement it will have access to and possibly become acquainted with trade secrets, inventions, innovations, processes, information, records, and specifications owned or licensed by the Client in connection with the operation of its business including, business and product processes, methods, customer lists, accounts, and procedures. True North Research agrees that it will not disclose any of the aforesaid, directly or indirectly, or use any of them in any manner, either during the term of this Agreement or at any time thereafter, except as required in the course of this engagement with the client, or without written consent from the client.

Acting as Agent In compliance with California sales tax regulation, True North Research is designated as an Agent for the acquisition of tangible personal property and services as they apply to its clients' marketing activities.

<i>Merger</i>	The merger or consolidation of the client into or with any other entity shall not terminate or otherwise modify this Agreement.
<i>Ownership of Materials</i>	In producing finished products, it is expressly understood that ownership of all materials purchased by True North Research to complete the materials to be produced passes to its clients at the time of purchase and prior to any use by True North Research.
<i>Independent Contractor</i>	This Agreement shall not render True North Research an employee, partner, agent of, or joint venturer for the client for federal, state or local tax purposes, or for any other purpose.
<i>Amendment Provision</i>	This contract contains the entire agreement between the parties, and is subject to and will be construed under the laws of the State of California, and may be amended only in writing signed by both parties.
<i>Successors</i>	Any agreement between the agency and a client shall be binding upon, the heirs, successors and assignors of the parties.
<i>Termination</i>	The contract may be terminated by mutual consent of both parties, or by 10 days notice by either party. If the agreement is terminated, True North Research will bill the client for all work completed to date (including subcontractors' work).
<i>Attorneys' Fees</i>	Should any action be brought by one party against the other party to enforce any agreement, the prevailing party shall be entitled to recover from the other party its reasonable attorneys' fees, costs and expenses.
<i>Governing Law</i>	Any agreement between True North and a client shall be governed by California law and any action arising out of it shall be instituted and prosecuted in the Municipal or Superior Court of the County of San Diego.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Revision and Adoption of Student – Intradistrict Enrollment
and Transfers Board Policies BP 5116.1, BP 5117.1 AR ACTION
5116.1, 5116.2, AR 5517, AR 5118

The Board of Trustees recognizes the importance of school choice as it relates to the inter- and intra-district process. These updated policy revisions provide current legal and operational directions for the implementation of the Lowell Joint inter- and intra- district permit process. These are in accordance with current state and county law guidelines.

2023-2024

BP-5116.1 -	Intradistrict-Open-Enrollment
AR-5116.1 -	Choice-of-School
AR-5116.2 -	Transfer-of-Students-for-Disciplinary-Reasons
AR-5117 -	Interdistrict-Attendance
BP-5117.1 -	Interdistrict-Open-Enrollment
AR-5118 -	Transfers

It is recommended that the Revised Administrative Regulations and Board Policies for Intradistrict Enrollment and Transfers, Board Policies BP 5116.1, BP 5117.1 AR 5116.1, 5116.2, AR 5517, AR 5118, be adopted, and that the Superintendent or designee be authorized to execute the necessary documents

The revised board policies are attached for approval.

Superintendent's Comment:

APPROVAL RECOMMENDED

V-F1-1



Students

BP 5116.1 (a)

Intradistrict Enrollment

The Board of Trustees of the Lowell Joint School District (LJSD), in alignment with the LJSD Core Values, endorse the concept of the neighborhood school. School attendance boundaries are established by the Board to, among other things, optimize the use of existing facilities, avoid overcrowding conditions, maintain local neighborhood identities, give consideration to geographic barriers, establish and maintain balance in schools and programs, and maintain safe and reasonable walking conditions and distance to and from schools. The Board desires to provide enrollment options that meet the diverse needs and interests of district students. The Superintendent or designee shall establish procedures for the selection and transfer of students among district schools in accordance with law, Board policy and administrative regulation.

- (cf. 5117 - Interdistrict Attendance)
- (cf. 5117.1 - Interdistrict Attendance Agreements)
- (cf. 5117.2 - Alternative Interdistrict Attendance Program)

The parents/guardians of any student who resides within district boundaries may apply to enroll their child in any district school, regardless of the location of residence within the district. (Education Code 35160.5)

- (cf. 5111.1 - District Residency)
- (cf. 5111.11 - Residency of Students with Caregiver)
- (cf. 5111.13 - Residency for Homeless Children)

Enrollment Priorities

Consideration for attendance outside a student's attendance area shall be given as follows:

1. If a district school receiving Title I funds is identified for program improvement, corrective action or restructuring, all students enrolled in that school shall be provided an option to transfer to another district school or charter school. (20 USC 6316)

- (cf. 0520.2 - Title I Program Improvement Schools)
- (cf. 6171 - Title I Programs)
- (cf. 0450 - Comprehensive Safety Plan)

2. If while on school grounds a student becomes a victim of a violent criminal offense, as defined by the State Board of Education, or attends a school designated by the California Department of Education as *persistently dangerous*, he/she shall be provided an option to transfer to another district school. (20 USC 7912)

- (cf. 0450 – Comprehensive Safety Plan)

Intradistrict Enrollment (continued)

3. The Superintendent or designee may approve a student's transfer to a district school that is at capacity and otherwise closed to transfers upon finding that special circumstances exist that might be harmful or dangerous to the student in the current attendance area, including, but not limited to, threats of bodily harm or threats to the emotional stability of the student.

To grant priority under these circumstances, the Superintendent or designee must have received either: (Education Code 35160.5)

- a. A written statement from a representative of an appropriate state or local agency, including but not limited to a law enforcement official or social worker, or a properly licensed or registered professional, including, but not limited to, a psychiatrist, psychologist or marriage and family therapist
 - b. A court order, including a temporary restraining order and injunction
4. Priority may be given to siblings of students already in attendance in that school.
 5. Priority shall be given to students whose parent/guardian is assigned to that school as his/her primary place of employment.

For all other applications for enrollment outside a school's attendance area, the Superintendent or designee may use a random, unbiased selection process to determine who shall be admitted whenever a school receives admission requests that are in excess of the school's capacity. (Education Code 35160.5)

Enrollment decisions may not be based on a student's academic and/or social performance. Academic performance may be used to determine eligibility for, or placement in, programs for Horizons (GATE/High Achieving) students. (Education Code 35160.5)

(cf. 6172 - Gifted and Talented Student Program)

No student currently residing within a school's attendance area shall be displaced by another student transferring from outside the attendance area. (Education Code 35160.5)

Terms and Conditions

Transfer students and their parents/guardians are expected to follow all applicable District policies, procedures and regulations, and all school rules. An Intradistrict transfer may be revoked at any time for violating the conditions stipulated in the administrative regulation. (cf. 5116 - School Attendance Boundaries)



Students

BP 5116.1 (c)

Intradistrict Enrollment (continued)

Transportation

The district is not obligated to provide transportation for students who attend school outside their attendance area. The Superintendent or designee may authorize transportation contingent upon available space and funds.

GENERAL PROVISIONS, INTRADISTRICT TRANSFERS

The principal may recommend student transfers within the District for one or more of the following reasons:

1. Administrative Transfer
2. Return to School of Residence There are special situations in which it is determined by the site Principal to be in the best interest of a student that he/she be transferred to a different school within the District. There may be a conflict with another student that after mediation the issue has not been resolved and one or both of the students will benefit from a change of schools. There may be personal reasons shared by the student/parent/guardian with the Principal that lead the Principal to determine that a change of schools is appropriate. This permission is granted only by the site Principal and/or Superintendent.
3. The District offers the Open Enrollment process to allow students living within the boundaries of the entire school District to annually select their school of attendance. In January of each school year, the student and their parent/guardian submit the application for selection of their school of attendance for the subsequent school year. (See District Open Enrollment Policy*). Once the process is complete, the student's new school of attendance becomes the school of attendance for the entire school year. Should there be a "change of heart" by the student and/or parent/guardian, the parent/guardian may submit, in writing to the Principal, a request to be allowed to return to the original school of residence at the next quarter, based on proof of residence. The request may not be for a transfer to any other school within the District. It will be at the discretion of the Principal to grant permission.
4. Discipline Administrative Transfer (in lieu of recommendation for expulsion)
The District understands that from time to time students make poor choices, which could result in expulsion (per Education Code 48900) from all schools within the District. Under the concept of Restorative Practices and Progressive Discipline, the Principal may recommend a Discipline Administrative Transfer as an option before recommending expulsion. A discipline transfer may be used once during a given school year. If the student continues with subsequent poor behavior, the student may face the expulsion process.

(cf. 3250 - Transportation Fees)

(cf. 3540 - Transportation)

Students

BP 5116.1 (d)

Legal Reference:

EDUCATION CODE

35160.5 District policies; rules and regulations

35291 Rules

35351 Assignment of students to particular schools

48980 Notice at beginning of term

UNITED STATES CODE, TITLE 20

6316 Transfers from program improvement schools

7912 Transfers from persistently dangerous schools

CODE OF FEDERAL REGULATIONS, TITLE 34

200.36 Dissemination of information

200.37 Notice of program improvement status, option to transfer

200.39 Program improvement, transfer option

200.42 Corrective action, transfer option

200.43 Restructuring, transfer option

200.44 Public school choice, program improvement schools

200.48 Transportation funding for public school choice

Policy Adopted: March 23, 1987

Policy Revised: Sept. 26, 2005; October 2, 2023



Students

Intradistrict Open Enrollment

Choice of School

The Lowell Joint School District is committed to providing the best educational program for all the pupils in the District. We recognize that each child is an individual whose educational program may be enhanced by attending a school other than his neighborhood school of residence. The Board of Trustees hereby adopts a policy of intradistrict attendance that affords parents an opportunity of enrolling their child in any school of the District. The primary purpose of this policy is to allow parents of kindergarten through sixth grade students to choose a particular style within the existing options available, pending space available. The policy includes the following provisions:

1. Requests for intradistrict attendance must be initiated by parents at the school of residence. Forms for this purpose are available at any school office.
2. Parents requesting intradistrict attendance should first discuss the request with the principal of the school of residence.
3. Requests will be honored whenever possible, provided that;
 - a. Space is available at the class and/or grade at the school of request;
 - b. Where space is limited, preference will be given to pupils residing in the existing attendance area;
 - c. When limitations need to be placed on the number of new pupils entering a school, preference is given to requests in the order of date of receipt of application by the school of choice;
 - d. Pupils will be expected to attend the choice of school for the full year;
 - e. Necessary transportation will not be provided by the District, but is the responsibility of the parent.
4. Applications for intradistrict attendance must be completed by May 1 of any school year. Applications initiated and completed after May 1 will be placed on a waiting list and honored if possible.
5. Information regarding the different instructional programs at each of the District's schools may be obtained from the Superintendent, Assistant Superintendent of Educational Services or principals.

Intradistrict Open Enrollment (continued)

6. Intradistrict attendance agreements may be revoked during the school year upon recommendation of the principal and approval of the Superintendent.

Enrollment under the No Child Left Behind Act

Within a reasonable amount of time after a student becomes the victim of a violent criminal offense while on school grounds, the student's parents/guardians shall be offered an option to transfer their child to an eligible school identified by the Superintendent or designee. The Superintendent or designee shall consider the student's needs and parent/guardian preferences in making the school assignment. If the parents/guardians choose to transfer their child, the transfer shall be completed as soon as practicable.



Students

AR 5116.2

Intradistrict Open Enrollment

Transfer of Students for Disciplinary Reasons

The Superintendent or designee, upon recommendation of a student's principal, may administratively transfer a student from his/her school of residence or from any other school to another school in the district. The transfer may be in lieu of or in addition to a suspension of the student from all schools in the District. Prior to the transfer becoming effective, the student's parents shall be given not less than five (5) days' notice of the transfer and the reasons for the transfer. The parents/guardians shall also be informed that they shall be responsible for the transportation of the student to and from the new school location. The parents/guardians may request a conference with the Superintendent or designee and the principal concerning the reasons for and the appropriateness of the transfer.

DRAFT



Students

Interdistrict Attendance

The District reserves the right to revoke an interdistrict attendance permit for any of the following reasons:

1. Enrollment in the grade exceeds space available during the year.
2. Unsatisfactory attendance of the student, which includes punctuality relative to school starting and ending times, as well as excessive absenteeism. Unsatisfactory attendance is further defined as being classified as truant.
3. Unsatisfactory citizenship by the student, defined as continual breaking of school rules or upon the commitment of an act warranting one or more days of suspension in any one school year or more than one unsatisfactory rating on the effort section of any report card.
4. Unsatisfactory scholarship from the student, clarified to be achievement below a "C" average on any report card.
5. Determination that the conditions under which the original transfer request was granted no longer apply.
6. A finding that false, misleading or the deliberate omission of information was provided by the parents and used as a basis for the securing or renewing of a permit.
7. A determination that space, facilities, services, or supplies are or will be insufficient at a given site to accommodate resident students or anticipated new resident students within the attendance area.
8. Unwillingness to cooperate with school officials by the student or parent.
9. Any other reasons exist as determined by Education Code or district policy.

Appeal Procedures

If the request is denied by the Superintendent or designee, a parent may appeal in writing to the Lowell Joint School Board of Trustee within 30 calendar days of the date of notification. If the request is appealed, it will be reviewed by the Board of Trustees and the decision of the Board of Trustees will be the final action of the Lowell Joint School District. If the request is denied by the Board of Trustees, a parent may appeal, within 30 calendar days of the date of notification, to the Orange County Board of Education, where the decision will be final.

Regulation Approved: June 29, 2009

Regulation Revised: October 2, 2023



Students

BP 5117.1 (a)

Interdistrict Enrollment

The Board recognizes that students who reside in one district may choose to attend school in another district and that such choices are made for a variety of reasons. As a condition of granting or renewing permits, parents and interdistrict transfer students are required to comply with the terms of this policy and the rules of the schools within the District.

Parent may request a student transfer in or out of the District for one or more of the following reasons:

1. Transfer of Student – Pending Change of Residence

The student has definite plans for a change of residence either into or out of the Lowell Joint District and can present satisfactory evidence that the move will be completed during the semester in which the application is filed. Failure to move during the semester in which the application is filed may result in the student returning to the school of residence.

2. Transfer of Student - Change of Residence

- a) A student may be permitted to remain in the school of former residence for the remainder of that school year only; however, a student whose change of residence occurs between the end of school in one year and the end of the first month of classes of the next year will not be eligible to remain in the school of former residence.
- b) A student who moves at any time during the school year may be allowed to remain in school of former residence provided an interdistrict attendance permit is approved by both districts.

3. Exceptional Situations

Interdistrict transfers for exceptional reasons may be permitted with the approval of the Superintendent or designee provided a signed interdistrict attendance agreement between the two districts exists. Documentation explaining the exceptional reasons must be provided by the parent/guardian.

4. Specialized Academic Program:

If a specialized academic instructional program meeting the needs of the student is available in a district but not available within a student's district of residence and if the student has proof of acceptance to participate in the specialized academic program, an interdistrict attendance permit may be granted for the student but must be renewed each year.

5. Residency Based on Parental Employment (The "Allen Bill")

Education Code 48204(b) states that a school district may deem a student to have complied with the residency requirements for school district attendance in the school district if at least one (1) parent or legal guardian of the student is physically employed within the boundaries of that school for a minimum of ten (10) hours during the school week.

Interdistrict Enrollment (continued)

The Superintendent or designee shall verify employment status for purposes of this section to determine whether residency can be established. If residency cannot be established in accordance with this provision, the Superintendent or designee will inform the parent or legal guardian of the interdistrict transfer process.

6. Child Care (Grade PK-6th Only)

- a) Education Code states that a school district may deem a student to have complied with the child care requirements for school district attendance in the school district if at least one (1) parent or legal guardian of the student has verified that the child's before/after school child care provider lives within the attendance area of the desired school. The Superintendent or designee shall verify child care provider's residence for purposes of this section to determine whether residency can be established. If residency cannot be established in accordance with this provision, the Superintendent or designee will inform the parent or legal guardian of the interdistrict transfer process.

(cf. 5117 - Interdistrict Attendance)

(cf. 5117.1 - Interdistrict Attendance Agreements)

(cf. 5117.2 - Alternative Interdistrict Attendance Program)

- b) The parents/guardians of any student who resides within district boundaries may apply to enroll their child in any district school, regardless of the location of residence within the district. (Education Code 35160.5)

(cf. 5111.1 - District Residency)

(cf. 5111.11 - Residency of Students with Caregiver)

(cf. 5111.13 - Residency for Homeless Children)

Interdistrict Attendance Permits

Upon request by students' parents/guardians, the Superintendent or designee may approve interdistrict attendance permits with other districts on a case-by-case basis to meet individual student needs. The interdistrict attendance permit shall be reviewed annually based upon space availability and the student's maintaining good attendance, good citizenship/behavior, and good academic progress (grades).

The Superintendent or designee may deny or revoke interdistrict attendance permits at any time because of overcrowding within District schools, limited District resources, or failure by the student to maintain: good attendance, good citizenship/behavior, and good academic progress (grades).



Students

Interdistrict Enrollment (continued)

Enrollment Priorities

Consideration for attendance outside a student's attendance area shall be given as follows:

1. If a district school receiving Title I funds is identified for program improvement, corrective action or restructuring, all students enrolled in that school shall be provided an option to transfer to another district school or charter school. (20 USC 6316)

(cf. 0520.2 - Title I Program Improvement Schools)

(cf. 6171 - Title I Programs)

(cf. 0450 - Comprehensive Safety Plan)

2. If while on school grounds a student becomes a victim of a violent criminal offense, as defined by the State Board of Education, or attends a school designated by the California Department of Education as *persistently dangerous*, he/shall be provided an option to transfer to another district school. (20 USC 7912)

(cf. 0450 – Comprehensive Safety Plan)

3. The Superintendent or designee may approve a student's transfer to a district school that is at capacity and otherwise closed to transfers upon finding that special circumstances exist that might be harmful or dangerous to the student in the current attendance area, including, but not limited to, threats of bodily harm or threats to the emotional stability of the student.

To grant priority under these circumstances, the Superintendent or designee must have received either: (Education Code 35160.5)

- a. A written statement from a representative of an appropriate state or local agency, including but not limited to a law enforcement official or social worker, or a properly licensed or registered professional, including, but not limited to, a psychiatrist, psychologist or marriage and family therapist
 - b. A court order, including a temporary restraining order and injunction
4. Priority may be given to siblings of students already in attendance in that school.

Students

BP 5117.1 (d)

Interdistrict Enrollment (continued)

5. Priority shall be given to students whose parent/guardian is assigned to that school as his/her primary place of employment.

For all other applications for enrollment outside a school's attendance area, the Superintendent or designee may use a random, unbiased selection process to determine who shall be admitted whenever a school receives admission requests that are in excess of the school's capacity. (Education Code 35160.5)

Enrollment decisions may not be based on a student's academic and/or social performance. Academic performance may be used to determine eligibility for, or placement in, programs for gifted and talented students. (Education Code 35160.5)

(cf. 6172 - Gifted and Talented Student Program)

No student currently residing within a school's attendance area shall be displaced by another student transferring from outside the attendance area. (Education Code 35160.5)

(cf. 5116 - School Attendance Boundaries)

Transportation

The district is not obligated to provide transportation for students who attend school outside their attendance area. The Superintendent or designee may authorize transportation contingent upon available space and funds.

Appeal Procedures

A student whose request for transfer has been denied may appeal the decision. All appeals shall be in writing and be directed to the Superintendent or designee. A response to an appeal shall be in writing. The County Board of Education is the final level of appeal for interdistrict transfers. The various levels of appeal are:

- a. Superintendent
- b. District Board of Trustees
- c. County Board of Education

(cf. 3250 - Transportation Fees)

(cf. 3540 - Transportation)

Students

BP 5117.1 (e)

Interdistrict Enrollment (continued)

Legal Reference:

EDUCATION CODE

41020 Annual district audits

46600-46611 Interdistrict attendance agreements

48204 Residency requirements for school attendance

48300-48316 Student attendance alternatives, school district of choice program

48915 Expulsion; particular circumstances

48915.1 Expelled individuals: enrollment in another district

48918 Rules governing expulsion procedures

48980 Notice at beginning of term

52317 Regional Occupational Center/Program, enrollment of students, interdistrict attendance

ATTORNEY GENERAL OPINIONS

87 Ops.Cal.Atty.Gen. 132 (2004)

84 Ops.Cal.Atty.Gen. 198 (2001)

COURT DECISIONS

Crawford v. Huntington Beach Union High School District, (2002) 98 Cal.App.4th 1275

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education:

<http://www.cde.ca.gov>

Policy Adopted: March 23, 1987 as BP 5117

Policy Revised and Adopted: October 2, 2023 as BP 5117.1



Students

Transfers

Transfers into the District

Students who apply for admission to district schools may be placed at the grade level they have reached elsewhere pending observation and evaluation of their academic, social and emotional performance by their teachers, guidance personnel and the principal or designee.

- (cf. 5111 - Admission)
- (cf. 5116 - School Attendance Boundaries)
- (cf. 5141.31 - Immunizations)
- (cf. 6146.3 - Reciprocity of Academic Credit)

Transfers out of the District

When a student transfers out of the district, a brief statement will be attached to his/her permanent record showing which basic proficiencies, if any, have been assessed and satisfactorily met according to the standards of this district. This statement will be appended to any permanent record sent to another school in or outside California.

Students who transfer out of the district during their eighth grade may receive a diploma from this district, provided they have met all district graduation requirements.

- (cf. 6146.1 - High School Graduation Requirement/Standards of Proficiency)

Students transferring or withdrawing from school shall return all school books and materials and settle any unpaid fines on or before their last day of attendance.

- (cf. 5125.2 - Withholding Grades, Diploma or Transcripts)
- (cf. 6161.2 - Damaged or Lost Instructional Materials)

Legal Reference:

EDUCATION CODE

48011 Admission from kindergarten or other school

Policy Adopted: March 23, 1987

Policy Revised: September 26, 2005, October 2, 2023



**LOWELL JOINT SCHOOL DISTRICT
INTER/INTRA DISTRICT TRANSFER AGREEMENT**

STEP 1: To be completed by parent/guardian (please print)

Transfer requested for: <input type="checkbox"/> Current school year <input type="checkbox"/> Next school year 20__ - 20__	Student's Grade	Date of Request
Student Name (Last, First)	Birth Date	Gender <input type="checkbox"/> M <input type="checkbox"/> F
Current or Last School of Attendance	Current or Last District of Attendance	
School of Residence	District of Residence - LJSD	
School Requested	District Requested	
Parent/Guardian Name	Contact Number	
Email Address	Alternate Number	
Address	City/Zip	

Is the student currently pending disciplinary action or under an expulsion order? Yes No

What special services has the student received? (Check all that apply and attach proof of enrollment in the special program.)

Gifted (GATE) Section 504 Special Education English Language Learner None

If student is receiving Special Education services, what is their current placement? (Please attach IEP) None

Special Day (SDC) Resource (RSP) Speech or Vision Pending Assessment Other

What is the reason for the request? **Please provide supporting documentation.**

- Moved to LJSD during current school year
- Parent Employment - verification required
- Child Care – verification required
- Specialized Program – enrollment proof required
- Health & Safety – verification required
- Other _____

I have read the terms and conditions and understand the regulations and policies governing interdistrict transfer agreements and hereby submit my application I declare under penalty of perjury that the information provided above is true and accurate. I understand that the information provided is subject to verification and that the mere act of completing the application and providing all the required documentation **DOES NOT** guarantee that the request will be approved. I understand that this agreement is for one school year only and must be renewed annually. I understand the agreement may be revoked during the year based on the terms and conditions listed on the back of this agreement.

Parent/Guardian Signature _____ Relationship to Student _____

**LJSD INTRA-DISTRICT ONLY
(from school to school within LJSD)**

LJSD SCHOOL OF RESIDENCE <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended	LJSD SCHOOL OF RESIDENCE <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
Principals Signature: _____ Date: _____	Principals Signature: _____ Date: _____
Comments: _____	Comments: _____

LJSD DISTRICT OFFICE

Approved Denied Administrator's Signature _____ Date _____

STEP 2: District of Residence

Decision: Approved Denied

Comments: _____

Authorizing Signature: _____

Title: Superintendent of Schools Date: _____

STEP 3: Proposed District of Attendance

Decision: Approved Denied

Comments: _____

Authorizing Signature: _____

Title: _____ Date: _____

IMPORTANT: If the interdistrict transfer agreement is approved by the district of residence (Step 2), the parent/guardian is responsible for submitting a copy of the approved agreement to the proposed district of attendance (Step 3)

Reason for Request	Documentation Required
Child Care	<ul style="list-style-type: none"> • Child care verification form filled out • Listing of days and hours child care will be provided • Signature of Child Care provider
Employment	<ul style="list-style-type: none"> • Employment verification form filled out • Letter on company letterhead verifying hours OR • Photocopy of current paystub <p><i>*Parents must be employed full time.</i></p>
Specialized Program	<ul style="list-style-type: none"> • Verify that the program is not offered at resident school • Letter on school letterhead verifying enrollment in program • Verify that program is offered at verifying school
Change of Residence	<ul style="list-style-type: none"> • During school year (when only a short period of time remains to adjust) – Letter explaining circumstances • Temporary (less than a year) – Letter/documentation explaining circumstances • Pending Permanent Move – Documentation of pending permanent residence
Health and Safety	<ul style="list-style-type: none"> • Letter or report from a doctor, psychologist, or other appropriate person verifying health related issues (if applicable) • Police or school report supporting safety related issues (if applicable) • Letter from parent/guardian explaining the circumstance that an interdistrict permit is necessary under health and safety reasons.
Final Year	<ul style="list-style-type: none"> • To allow student to remain with class graduating that year (elementary or intermediate/middle)

TERMS AND CONDITIONS

- This interdistrict transfer agreement is valid only for the school year granted; the arrangement expires at the end of each school year and must be renewed annually.
- This agreement may be revoked at any time by the district of attendance for the following reasons:
 - Student is excessively tardy or absent from school, or student is brought to school excessively early or left excessively late.
 - Student fails to uphold appropriate behavior standards.
 - Student has poor academic performance
 - Insufficient space in the school or grade level.
 - False or misleading information was provided.
 - Students or parents fail to follow school rules.
- Approval is subject to space availability in the district and may not be at the site requested
- Students who are eligible for Special Education Services may be asked to obtain an Inter/Intra –SELPA Agreement for Individuals with Exceptional Needs, in addition to the inter/intra district transfer agreement.
- No financial obligation shall be incurred by the district of residence for services rendered under this agreement.
- The parent/guardian is responsible for providing transportation to and from school.

_____ Please initial indicating that you have read and understand the above.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Revision and Adoption of Students – Social Media Board Policies BP 1114, AR 1114, AR 1114 (a) ACTION

The Board of Trustees recognizes the importance and influence of implementing the use of social media for the best interest of students, parents, and staff. The Board also understands the importance of who we authorize the use of social media in the name of Lowell Joint School District. These updated polices provide clear understanding and direction on the implementation and use of social media, as well as the operational guidelines for implementation of social media on behalf of the Lowell Joint School District and when using the Lowell Joint School District name and brand.

2023-2024

BP-1114	Social Media
AR-1114	Social Media
AR-1114 (a) -	Social Media Permission Form

It is recommended that the Revised Administrative Regulations and Board Policies for Social Media Board Policies BP 1114, AR 1114, AR 1114 (a), be adopted, and that the Superintendent or designee be authorized to execute the necessary documents.

The revised board policies are attached for approval.

Superintendent's Comment:

APPROVAL RECOMMENDED

V-G1-1



Students

BP 1114 (a)

Social Media

The Governing Board recognizes the value of technology such as social media platforms in promoting stakeholder and community involvement and collaboration. The purpose of any official district social media platform shall be to further the District's vision/mission and Core Values, support student learning and staff professional development, and enhance communication with students, parents/guardians, staff, and community members.

The Superintendent shall develop content guidelines and protocols for official District social media accounts to ensure the appropriate and responsible use of these resources and compliance with law, Board policy, and regulation.

GUIDELINES FOR CONTENT

Official District social media accounts shall be used only for their stated purposes and in a manner consistent with this policy, administrative regulation, and the Lowell Joint School District Core Values. By creating these official sites and allowing for public comment, the Board does not intend to create a limited public forum or otherwise guarantee an individual's right to free speech.

The Superintendent or designee shall ensure that the limited purpose of the official District social media accounts is clearly communicated to users. Each social media account/site shall contain a statement that specifies the site's purposes along with a statement that users are expected to use the site only for those purposes. Each social media site shall also contain a statement that users are personally responsible for the content of their posts.

Official District social media accounts may not contain content that is obscene, libelous, or so incites students as to create a clear and present danger of the commission of unlawful acts on school premises, violation of school rules, or substantial disruption of the school's orderly operation.

Staff or students who post prohibited content shall be subject to discipline in accordance with District policies and administrative regulations. Prohibited content shall be removed at the discretion of the Superintendent or designee. "Staff" includes, but not limited to, all administrative, certificated, classified, temporary, and extra-curricular personnel.

Users of official District social media accounts should be aware of the public nature and accessibility of social media and that information posted may be considered a public record subject to disclosure under the Public Records Acts. The Board expects users to conduct themselves in a respectful, courteous, and professional manner.

PRIVACY

The Superintendent shall ensure that the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on official District social media accounts. Board policy pertaining to the posting of student photographs and the privacy of telephone numbers, home addresses, and email addresses shall be followed on social media sites. District and School websites shall also apply to official District social media accounts.

Students

BP 1114 (a)

Legal Reference:

EDUCATION CODE

32261 School safety, definitions of bullying and electronic act
35182.5 Contracts for advertising
48900 Grounds for suspension and expulsion
48907 Exercise of free expression; rules and regulations
48950 Speech and other communication
49061 Definitions, directory information
49073 Release of directory information
60048 Commercial brand names, contracts or logos

GOVERNMENT CODE

3307.5 Publishing identity of public safety officers
6250-6270 Public Records Act, especially:
6254.21 Publishing addresses and phone numbers of officials
6254.24 Definition of public safety official
54952.2 Brown Act, definition of meeting

UNITED STATES CODE, TITLE 17

101-1101 Federal copyright law

UNITED STATES CODE, TITLE 20

1232g Federal Family Educational Rights and Privacy Act

UNITED STATES CODE, TITLE 29

157 Employee rights to engage in concerted, protected activity
794 Section 503 of the Rehabilitation Act of 1973; accessibility to federal web sites

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

COURT DECISIONS

Page v. Lexington County School District, (2008, 4th Cir.) 531 F.3d 275
Downs v. Los Angeles Unified School District, (2000) 228 F.3d 1003
Aaris v. Las Virgenes Unified School District, (1998) 64 Cal.App.4th 1112 Perry Education Association v. Perry
Local Educators' Association, (1983) 460 U.S. 37
Board of Education, Island Trees Union Free School District, et.al. v. Pico, (1982) 457 U.S. 853

NATIONAL LABOR RELATIONS BOARD DECISIONS

18-CA-19081 Sears Holdings, December 4, 2009



Students

Social Media

Definitions

Social Media means any online platform for collaboration, interaction, and active participation, including but not limited to, social networking sites such as Facebook, Instagram, Twitter, YouTube, LinkedIn or blogs.

District policy and guidelines do not apply to personal social media platforms that may be created by students, staff members, or other individuals, which may sometimes include discussions of District-related issues but are not sponsored by the District.

Official District social media platforms are authorized and approved by the Superintendent or designee. All school site social media accounts shall be registered with the Superintendent's Office or designee. The name of the account and the names of the staff members authorized to post to the District or the District's school sites accounts will be listed on the Social Media Permission Form. Changes to staff members authorized to post to the District or the District's school sites accounts will be reported to the District in a timely manner.

Sites that have not been authorized by the Superintendent or designee, but that contain content related to the District such as a site created by a parent-teacher organization, booster club, sports club or other school-connected organization or a student's or employee's personal site, are not considered official District social media platforms, but will also be registered with the District for information only.

Authorization for Official District Social Media Platforms

The Superintendent or designee shall authorize and approve the development of any official District social media account. Teachers and other staff shall obtain approval from the site Principal before creating a classroom or team social media account.

Guidelines for Content

The Superintendent or designee shall ensure that official District social media accounts provide current information regarding District programs, activities and operations consistent with the goals and purposes of this policy and regulation. Official District social media accounts shall contain content that is appropriate for all audiences and in alignment with the Lowell Joint School District Core Values.

The Superintendent or designee shall ensure that copyright laws are not violated in the use of material on official District social media accounts.

The Superintendent or designee shall ensure that official District social media accounts are regularly monitored. Staff members responsible for monitoring content may remove posts based on viewpoint-neutral considerations, such as a lack of relation to the site's purpose or violation of the District's policy, regulation, or content guidelines, as described in BP 1114.

Each official District social media account shall prominently display the guidelines set forth below:

1. The purpose of the site along with a statement that users are expected to use the site for those intended purposes only.

Social Media (continued)

2. Information on how to use the security settings of the social media platform.
3. A statement that the site is regularly monitored and any inappropriate post will be promptly removed. Inappropriate posts included those that:
 - a. Are obscene, libelous or incite students to create a clear and present danger of the commission of unlawful acts on school premises, violation of school rules or disruption of the school's orderly operation.
 - b. Are not related to the stated purpose of the site including but not limited to, comments of a commercial nature, political activity and comments that constitute discrimination or harassment.
4. Protocols for users, including expectations that users will communicate in a respectful, courteous and professional manner.
5. A statement that users are personally responsible for the content of their posts and the District is not responsible for the content of external online platforms.
6. A disclaimer that the views and comments expressed on the site are those of the users and do not necessarily reflect the views of the Lowell Joint School District.
7. A disclaimer that any user's reference to a specific commercial product or service does not imply endorsement or recommendation of that product or service by the Lowell Joint School District.
8. Who to contact about violation of Lowell Joint School District guidelines on the use of official District social media accounts.

District employees who participate in official District social media accounts shall adhere to all applicable District policies and procedures, including but not limited to, professional standards related to interactions with students and the Lowell Joint School District Core Values.

When appropriate, employees using official District social media accounts shall identify themselves by name and District title and include a disclaimer stating that the views and opinions expressed in their post are theirs alone and do not necessarily represent those of the Lowell Joint School District or school site.

All Staff shall receive information about appropriate use of the official Lowell Joint School District social media accounts.

Students

AR 1114 (b)

Social Media (continued)

Legal Reference:

EDUCATION CODE

32261 School safety, definitions of bullying and electronic act

35182.5 Contracts for advertising

48900 Grounds for suspension and expulsion

48907 Exercise of free expression; rules and regulations

48950 Speech and other communication

49061 Definitions, directory information

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GOVERNMENT CODE

3307.5 Publishing identity of public safety officers

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101-1101 Federal copyright law

UNITED STATES CODE, TITLE 20

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Perry Local Educators' Association, (1983) 460 U.S. 37

Board of Education, Island Trees Union Free School District, et.al. v. Pico, (1982) 457 U.S. 853

NATIONAL LABOR RELATIONS BOARD DECISIONS

18-CA-19081 Sears Holdings, December 4, 2009

Policy Adopted: October 2, 2023



**Lowell Joint
School District**

A Tradition of Excellence Since 1906

"Home of Scholars and Champions"



AR 1114.a

Students

Social Media Permission Form

Social Media means any online platform for collaboration, interaction, and active participation, including but not limited to, social networking sites such as Facebook, Instagram, Twitter, YouTube, LinkedIn or blogs. District Board Policy (BP 1114) and Administrative Regulation (AR 1114) guidelines do not apply to personal social media accounts that are created by students, staff members or other individuals which may sometimes include discussion of District-related issues but are not sponsored by the Lowell Joint School District.

All social media accounts using the Lowell Joint School District's name or any of the District's school site names and logos shall be registered and approved by the Superintendent. The name of the accounts and the name/signature of the staff members authorized to post to the Lowell Joint School District or the District's school sites media accounts will be provided on this form. Any changes to staff members authorized to post to the District or school sites social media accounts will be reported and approved by the District in a timely manner.

Sites created by school-connected organizations such as a parent-teacher organization, booster clubs, sports clubs that have not been authorized by the Superintendent or designee but contain content related to the Lowell Joint School District are not considered official District social media platforms, but will also be registered with the Lowell Joint School District.

All content must follow the guidelines for content identified in the District Administrative Regulation (1114), Social Media and the Lowell Joint School District Core Values.

School/Group Name: _____

Social Media Account Name/Platform: _____

Name/Position of person posting to account: (PRINT) _____

_____ Date _____

Signature indicates knowledge of District Board Policy 1114 and Administrative Regulations 1114 Expectations

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Revision and Adoption of Student – Dress and Grooming
Board Policies BP 5132, AR 5132, AR 5132 (a)

ACTION

The Board of Trustees recognizes the importance that student dress and grooming play in establishing and creating an academically focused educational classroom environment. These updated dress code and grooming policies are presented after being reviewed and revised in accordance with the Board Core Values.

2023-2024

BP-5132 -	Student Dress and Grooming
AR-5132 -	Student Dress and Grooming
AR-5132 (a) -	Dress Code

It is recommended that the Revised Administrative Regulations and Board Policies for Dress and Grooming Board Policies, BP 5132, AR 5132, AR 5132 (a) be adopted, and that the Superintendent or designee be authorized to execute the necessary documents

The new board policies are attached for approval.

Superintendent's Comment:

APPROVAL RECOMMENDED

V-H1-1



Students

BP 5132 (a)

Dress and Grooming

The Board of Trustees believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction that would interfere with the educational process.

Students and parents/guardians shall be informed about dress and grooming standards at the beginning of the school year and whenever these standards are revised. A student who violates these standards shall be subject to appropriate disciplinary action. Copies of the District's Dress Code will be distributed and available to parents and students. (AR 5132)

The Board of Trustees recognizes that specific cases will be a judgment area of the principal of the school. Details and specific rules that apply shall be an administrative decision.

Clothing worn should correspond with the demands and attributes of the activity in which students participate.

Footwear standards are concerned with prevention of accidents and injury. Shoes shall be worn at all times except under specific conditions. Students must also consider physical education requirements in their selection of shoes. Open footwear such as flip-flops, sandals or open-toed shoes that do not have a back strap, slippers, or soft-soled shoes are unacceptable.

The principal and staff of each school may establish reasonable regulations regarding students who voluntarily engage in extracurricular or other special school activities. These supplemental regulations shall apply only during the length of the activity involved.

Students are expected to attend school in clean, neat clothing. It is the mission of the school district to not only provide academic education but also provide education in morals, manners, dress and grooming because these are elements of good citizenship. Research has shown that student dress and appearance affect student attitudes and conduct. These guidelines are intended to define "appropriate student attire" and personal grooming. Their purpose is to prevent disruption of the classroom atmosphere, enhance classroom decorum, eliminate disturbances along other students in attendance and minimize distraction of other students so as not to interfere with the educational process. It is also intended to help protect the health and welfare of the individual student.

All students should abide by the District Dress Code and any special school regulations. (AR5132)

Gang-Related Apparel

The principal and staff at a school may establish a reasonable dress code that prohibits students from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities.

Uniforms

In order to promote student safety and discourage theft, peer rivalry and/or gang activity, the principal, staff and parents/guardians at a school may establish a reasonable dress code requiring students to wear uniforms. Such a dress code must be presented to the Board for approval. The Board shall approve the Code upon determining that it is necessary to protect the health and safety of the school's students.

Students

BP 5132 (a)

Dress And Grooming (continued)

If a school's plan to require uniforms is adopted, the Superintendent or designee shall establish procedures whereby parents/guardians may choose to have their children exempted from the school uniform policy. Students shall not be penalized academically, otherwise discriminated against or denied attendance to school if their parents/guardians so decide. (Education Code 35183)

The Superintendent or designee shall ensure that resources are identified to assist economically disadvantaged students in obtaining uniforms.

Legal Reference:

EDUCATION CODE

32281 School safety plans

35183 School dress codes; uniforms 35183.5 Sun-protective clothing

48907 Student exercise of free expression

49066 Grades; effect of physical education class apparel

CODE OF REGULATIONS, TITLE 5

302 Pupils to be neat and clean on entering school

Policy Adopted: March 23, 1987

Policy Revised: September 26, 2005; June 20, 2011; October 2, 2023



Students

Dress and Grooming

Students are expected to dress appropriately to ensure an educational environment that is safe and conducive to learning. Student dress and grooming that is unsafe or distracting is unacceptable.

1. Hair shall be clean and neatly groomed. Aerosol cans of hair color are not permitted at school.
2. Shoes must be worn at all times. For safety purposes, sandals and any open toed shoes should be held in place with a heel strap.
3. Commercial lettering or printing will be allowed on shirts and sweatshirts as long as it is acceptable for school attire. Crude or vulgar printing or pictures depicting drugs, alcoholic beverages, or those that are sexually suggestive are not acceptable.
4. Long pants are allowed for both girls and boys. The fullness must not interfere with the normal school activities and they must be clean and neat at all times.
5. Shorts may be worn unless prohibited by the school principal or school rules and must be of moderate length, not unduly short.
6. Hats, caps, and other types of head coverings should not be worn inside buildings unless for sun protection or with the permission of the principal.
7. All clothing shall be within the bounds of decency and good taste as appropriate for school. Garments shall be sufficient to conceal undergarments at all times.
 - Dress length shall be within the bounds of decency and good taste and no shorter than mid-thigh.
 - No bare midriffs, low-cut or revealing tops, or "off the shoulder" blouses shall be worn.
 - No garment may be worn that is cut-off, ragged, or torn.
 - No "see-through" or "fish-net" type of blouse or shirt may be worn.

Students violating any part of this dress code will be issued one warning and sent home to change into appropriate clothing, if necessary. The second violation of the same nature will result in the student being referred to the principal for discipline.

Dress/Clothing Guidelines Specific for All LJSD Schools

Lowell Joint SD encourages students to dress appropriately for school. Since we are an educational institution, the daily clothing/attire should be conducive toward an educational environment and should not be disruptive of school operation and the educational process as determined by school administration. Detentions will be given for dress code violations. Students will be required to change in to school provided clothing. Dress or grooming is prohibited if it:

- affects the safety of that student or others
- is disruptive to the learning process
- is immodest as determined by the school administration
- does not follow outlined school dress code

Clothing must cover the front and the back of the student. No T-back or off-the-shoulder shirts or shirts with cut off sleeves or oversized armholes. No undergarments should be visible and no "see-through" or "fish-net" type shirts are to be worn. Bare midriffs, spaghetti straps, tank tops, and halter tops are unacceptable. No sleepwear or slippers are allowed. Plain white T-shirts cannot be worn alone. No oversized, baggy clothing is allowed. Boys may not wear tank tops or sleeveless shirts. District hats or caps may be worn on campus during P.E. only for sun protection as needed. Hoods with sweatshirts may not be worn on your head. Footwear which meets district criteria must be worn. **No flip flops or slides are to be worn.**

Clothing which promotes the illegal or commercial use of drugs, alcohol, vaping, or tobacco/nicotine products or that includes sexual innuendo or profanity is not permitted. Styles of clothing (jackets, initial belt buckles, shirts, hats, accessories, Old English lettering, make-up, hair, etc.) which symbolize affiliation with negative youth groups, such as gangs or cults, are not allowed. Clothing and jewelry such as studded belts, brace-lets and safety pins, which poses a threat to the health and safety of students or the learning environment are not to be worn. (See district dress code in first day packet for a more detailed explanation.) No facial piercing or writing on the skin is allowed. Earrings must be appropriate. Ear "plugs" and "tapers/stretchers" are not allowed at school. Ripped jeans are not allowed; with or without leggings underneath.

HAIR – Hair styles must not be a distraction from the learning process. Hair must be a natural occurring color as to not cause distraction to the learning environment. Cool-Aid dyed hair is not appropriate. All synthetic extensions must be a natural hair color.

Words, numbers or designs in hair are not permitted.

Lowell Joint School District

11019 Valley Home Avenue
Whittier, CA 562-943-0211

www.ljisd.org



BOARD OF TRUSTEES

Mrs. Christine Berg
Mrs. Melissa Salinas
Mrs. Anastasia Shackelford
Mrs. Karen Shaw
Dr. Anthony Zegarra

DISTRICT ADMINISTRATION

Jim Coombs
Superintendent of Schools
Carl Erickson
Asst. Supt. of Administrative Services
David Bennett
Asst. Supt. of Business Services
Dr. Sheri McDonald
Asst. Supt. of Educational Services
Rhonda Overby
Director of Educational Services
Kaleo Igarita
Director of Special Education

SCHOOL PRINCIPALS

EI Portal School (562) 902-4211
Ms. Amanda Malm, Principal
Jordan School (562) 902-4221
Dr. Marikate Elmquist, Principal
Macy School (562) 902-4231
Mrs. Patty Jacobsen, Principal
Meadow Green School (562) 902-4241
Mr. Matt Cukro, Principal
Olita School (562) 902-4251
Mrs. Krista Van Hoogmoed, Principal
Rancho-Starbuck Intermediate
(562) 902-4261
Dr. Jennifer Jackson, Principal

Lowell Joint School District DRESS CODE



Dear Parents:

The Lowell Joint School District is fortunate to have parents and a community that are supportive of maintaining a positive and safe learning environment for students. The Board of Trustees is committed to providing positive learning opportunities and an excellent academic foundation. A dress code describing appropriate dress for students is one step in this process. For our students' safety and to send a positive message to everyone that the schools in the Lowell Joint School District are outstanding schools, we are providing the following guidelines for student dress as indicated in this brochure.

We strongly urge parents to restrict their students' dress to appropriate and acceptable items and to be aware of what will be prohibited when purchasing new school clothes and footwear.

LOWELL JOINT SCHOOL DISTRICT - Dress Code

All students are required to dress appropriately for school. Daily clothing and attire should be conducive to an educational environment and must not be disruptive to the school operation and educational process.

Dress or grooming is prohibited if it:

1. Affects the safety of that student or others,
2. Is disruptive and distracting to the learning process,
3. Is immodest as determined by school administration.

Attire Prohibited at Schools Includes:

Shirts and Jackets

Any shirt, tee shirt, or jacket which is determined to be gang related or which has crude or vulgar language, inappropriate drawings, or tobacco or alcoholic beverages. Any shirt or jacket which is dramatically oversized and inappropriate for the wearer. Clothing which does not cover the front and back of the student. Bare midriffs, low-cut shirts, spaghetti straps, tank tops and halter tops are unacceptable. Undergarments should never be visible. Clothing should be modest and must not detract from the educational environment. Any shirt or jacket with any lettering or symbols found to be offensive to a reasonable person, gang related, or in poor taste is prohibited.

Pants/Shorts

All pants and shorts that are too tight, too short, or are oversized are inappropriate for the wearer. Pants with holes are not allowed. Knee-length, long, and/or oversized type shorts which are worn with knee-high socks are unacceptable. Pants that do not fit at the waist and inseams with excessively lowered crotch areas are not allowed. Leggings without pants, shorts, or a dress over them are not allowed.

Footwear

Footwear must be appropriate for all school activities, including physical education and recess. Sandals and open-toed shoes that do not have a back strap are not suitable for physical education.

Hair and Jewelry

Any distractive hairstyle including dying of unnatural colors, shaving, and letters formed by shaving portions of the head are unacceptable. The principal will determine which hairstyles are unacceptable and can potentially cause a distraction to the learning environment. Any items of jewelry which include leather straps, metal studs, and metal spikes in its construction. No facial piercing or writing on the skin is allowed. Earrings must be appropriate. Ear "plugs" and "tapers/stretchers" are not allowed at school.

Accessories

Suspenders which are referred to as "braces" by the wearer and which are continually worn hanging slack from the waist are not allowed. All suspenders and/or shoulder straps designed to hold up pants or the front of pants which are not worn over the shoulders and fastened appropriately. "Biker" wallets, or any wallets suspended by a chain from the waist of the wearer. Any promotion buttons or bracelets which refer to racial pride, White supremacy, or deemed inappropriate by a reasonable person.

All hats and other head wear, unless specifically designated for religious purposes, specific medical reasons, or sun protection are not allowed. Hats worn for sun protection should meet the criteria of the District Policy. The hats are to be crushable type with a brim not to exceed two inches which encircles the hat.

Your cooperation in protecting the safety of our students and preventing the spread of gang activities to our schools and community is appreciated by the Board of Trustees, the administration, and the teachers and staff members of the District.

Parents and students should review the school rules and dress code which are distributed by each school at the beginning of each school year. For more specific dress code provisions, parents, and students are encouraged to contact their local school principal. Those rules will be enforced by school officials and the Board of Trustees. Persistent violation of the rules can lead to suspension and/or expulsion.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Selection and Purchase of Pathful Explore Plus and Pathful Junior and Supplemental Materials Subscription for 2023/2024 school year. INFORMATION/
ACTION

The District is purchasing materials as a supplement to the core curriculum textbooks in the area of Counseling and Career. Pathful Explore Plus and Pathful Junior are a digital learning platform with career exploration lessons. There are interactive tools and multimedia lessons. The cost for a 1 year subscription is \$5,000.00 for Explore (Plus) and \$5,500 for Junior and will be covered by Medi-Cal Funds.

It is recommended that the purchase of the Pathful platform and supplemental materials for the 2023/2024 school year be approved and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

INFORMATION/ACTION

Pathful junior

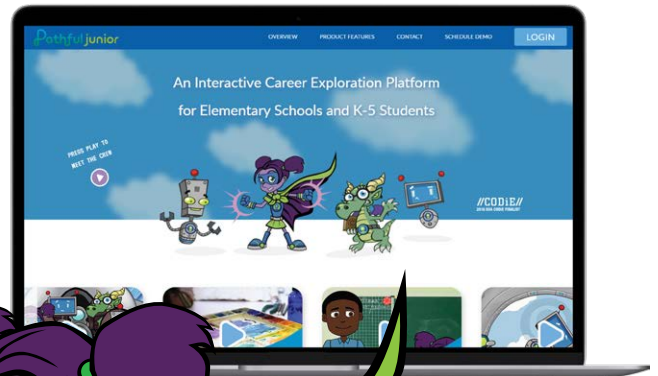
Make K-5 career awareness meaningful



Cultivate K-5 students' interest in a variety of professions while strengthening their digital literacy skills and reinforcing their academic coursework, through an interactive, digital learning platform.

Pathful Junior is an Interactive Digital Learning Platform Composed Of:

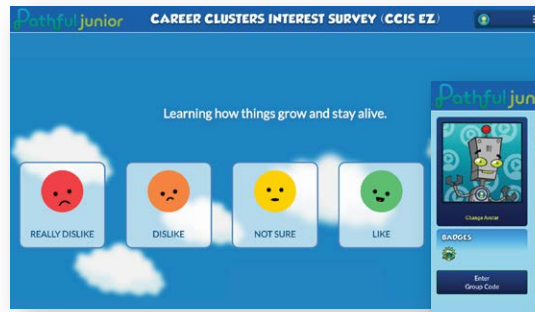
- Engaging career exploration lessons
- Exciting job shadowing videos
- Kid-friendly interest assessment
- Admin tools and reporting



Pathful junior

Identify key interests

Age-appropriate interest assessment provides students with their first look into how the things they love to do connect to what they might do beyond school.



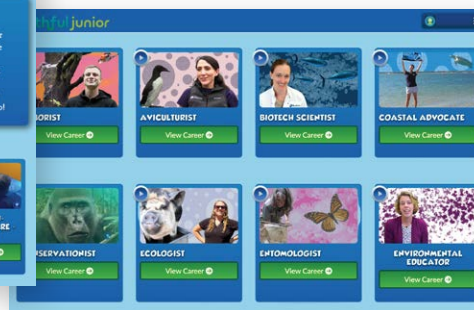
STUDENT ASSESSMENT



ASSESSMENT RESULTS



CAREER CENTRAL



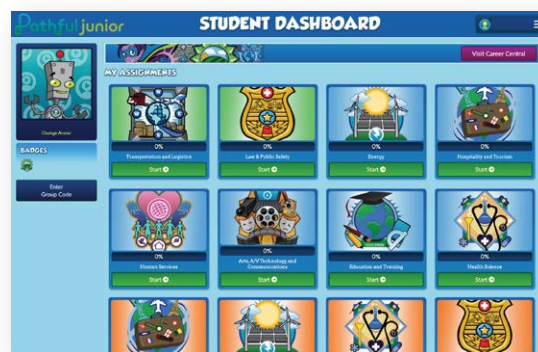
CAREER CLUSTER VIDEOS

Explore career clusters

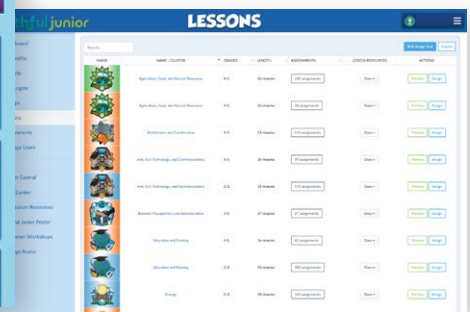
Students learn about careers through assigned lessons that feature engaging videos, characters, and games, or use Career Central to explore on their own.

Keep students engaged

Students follow along with engaging, relatable characters and earn badges on their adventure to discover and learn about careers.



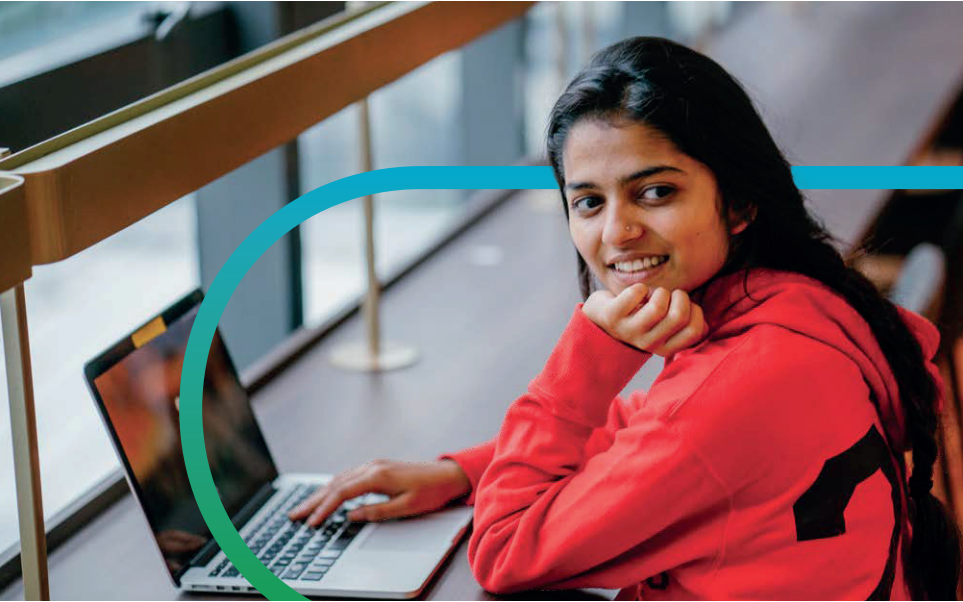
STUDENT DASHBOARD



TEACHER ASSIGNED LESSONS

Pathful explore

Make career exploration and preparation more insightful



Prepare grade 6-12 students for college and/or career.

Pathful Explore offers an exploration and preparation platform that provides content, tools, and resources to ensure college & career readiness.

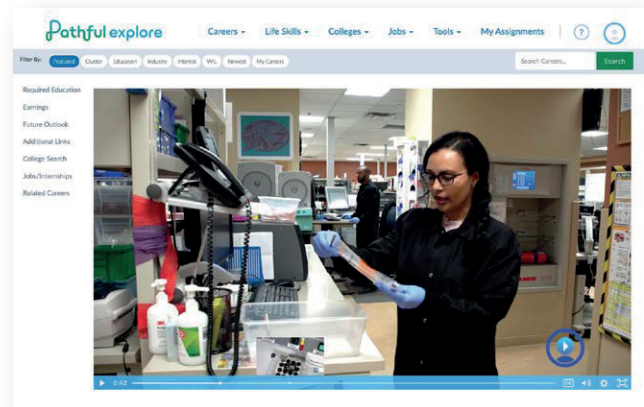
Our Impact

1.8M students reached

15M careers explored through video views

83K+ skills developed through completed FlexLessons

Featuring Virtual Job Shadows of:

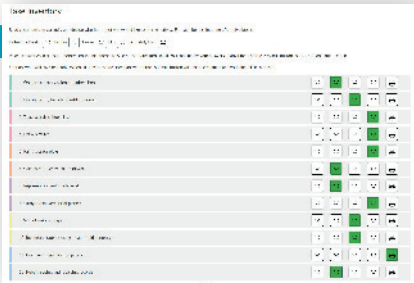


Best-in-Class Virtual Job Shadow Videos

With over 3,000 professionally produced job shadowing and career advice videos, Pathful Explore delivers an interactive and engaging career exploration experience that opens up a new world of opportunity.

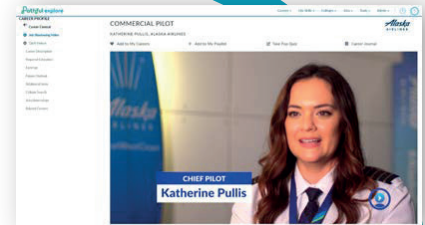
Pathful explore

Pathful Explore supports from interest and discovery to placement.



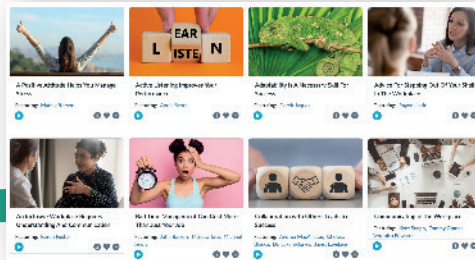
Identify key interests

Interest, value, and skills assessments guide the career exploration process and recommend potential careers.



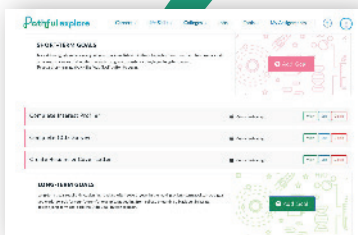
Develop critical skills

500+ FlexLessons and Life Skills Videos introduce students to key work-ready skills. Students can earn up to four course micro-credentials and 19 unit micro-credentials to show off their expanding skill set.



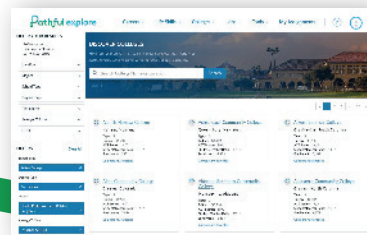
Discover a dream career

Career Central offers engaging day-in-the-life and Q&A videos with supporting career profiles that give students the complete picture.



Measure progress

Student journaling and goal setting empowers students to capture and track their journey to career readiness. For administrators, reporting on usage and student completion ensure that state CCR requirements are met.



Plan the path to a dream career

Compare post-secondary options or use our Indeed Integration to search for a job. Use the Resume and Cover Letter Builders to be ready to apply.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Ratification of 2022-23 Unaudited Actuals and
Concurrent Approval of the Fund Balance Changes to the
District's 2023-24 Beginning Budgeted Balances

ACTION/
(RATIFICATION)

Background:

California law requires that superintendents of school districts submit final financial reports for the prior fiscal year, which ended on June 30, 2023, to the Orange County Department of Education (OCDE) prior to September 15. This report titled "Unaudited Actuals Financial Report" is filed by the District with the OCDE pursuant to Education Code Section 42100 and covers the prior fiscal year.

Unlike the Budget and Interim Reports, the Unaudited Actuals Financial Report is not certified as positive, qualified, or negative; however, it is certified for accuracy. It is presented herein as a final accounting of the financial activities of the District for the fiscal year ending on June 30, 2022, subject to any audit adjustments by the District's financial auditor

Current Considerations:

The 2023-24 Budget was presented to the Board of Trustees at the regularly scheduled board meetings in June, 2023 along with the 2022-23 Estimated Actuals Report. .

The complete Unaudited Actuals Financial Report is attached. The complete report and supporting information is available on the District's Website, on the Business Services Division page, under the 2022-23 LJSJ Financial Reports. A printed copy is also available for review at the District's Business Services office.

It is recommended that the Board of Trustees ratify the 2022-23 Unaudited Actuals Report and Fund Balance Changes of the District's 2023-24 Beginning Budgeted Balances be approved, and that the Superintendent or designee be authorized to execute the necessary documents.

DB/ds

Superintendent's Comment:

APPROVAL RECOMMENDED.

VI-A1-1

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Ratification of Additional Professional Services Agreement
with A-Tech Consulting for Hazardous Materials
Monitoring, at Rancho Starbuck Intermediate School

ACTION/
(RATIFICATION)

Background:

On June 11, 2018, the Lowell Joint School District Board of Trustees approved Resolution 2018-19 No. 724 ordering a School Bond Election. On November 6, 2018, the voters in the Lowell Joint School District passed measure LL. A part of Measure LL includes the repairs and upgrades to District facilities. This expenditure is subject to the purview of the Citizens Bond Oversight Committee.

Current Considerations:

Unlike the Public Works competitive bidding process, Professional Service providers can be selected on the basis of their qualifications, services they provide and their value to the District.

In March 2019, the District issued an RFQ for Hazardous Materials Surveying and Testing providers. Based on the results of the scoring, A-Tech Consulting was selected to provide the District with environmental testing and identification services prior to the Rancho Starbuck Intermediate HVAC, Roofing and Fire Alarm project. On February 6, 2023, the Board of Trustees approved a Professional Services Agreement with A-Tech to perform Hazardous Materials Assessment Services at Rancho Starbuck Intermediate School for \$48,030.

In order to complete a thorough sampling, the District is requesting that A-Tech conduct the Limited Asbestos Assessment on the interior floors as well. The increase in scope resulted in an additional fee of \$1,826. This increased the total amount of the proposal to \$49,856.

Financial Implications

Financial Impact:	\$1,826.00
Funding Source:	Measure LL General Obligation Fund – Fund 21.0

Recommendation:

It is recommended that the Board of Trustees ratify the additional Professional Services Agreement with A-Tech Consulting for Hazardous Materials Monitoring at Rancho Starbuck Intermediate School, effective October 3, 2023 through October 2, 2024, not to exceed \$1,826.00 (21.0-00000-0-00000-85000-6282-0110000) Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED.

PROPOSAL

Limited Asbestos Assessment

Rancho Starbuck Intermediate School

16430 Woodbrier Drive, Building C, Library

City of Whittier

County of Los Angeles

State of California

Proposal Number: ATCH-23-0977

August 25, 2023



Prepared For:

Lowell Joint School District



A-Tech Consulting, Inc.

www.atechinc.net (800) 434-1025

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A-Tech Consulting, Inc.

Creating a Safer Tomorrow, Today



EMERGENCY RESPONSE

FAST TURNAROUND

INNOVATIVE DATA

INDUSTRIAL HYGIENE

- Hazard Assessment
- Water Hygiene & Resources
- Asbestos
- Mold & Bacteria
- Lead
- Public Health
- Radiation
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ENVIRONMENTAL ENGINEERING

- Due Diligence & Site Assessments
- Environmental Sampling & Analysis
- Environmental Remediation
- RCRA Facility Investigation
- Waste Characterization & Management
- Groundwater Monitoring & Remediation

HYDROGEOLOGY

- Groundwater Quality Assessment (PFAS)
- Hydrogeologic & Hydrologic Modeling
- Groundwater Resources Management
- Hydrogeologic Evaluation & Basin Characterization
- Stormwater Management
- Water Supply Wells

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- Occupational Health & Safety
- Health & Safety Management
- Health & Safety Training

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A-Tech Consulting, Inc.

August 25, 2023

Lowell Joint School District
11019 Valley Home Avenue
Whittier, California 90603

Attn: Mr. David Bennett

Re: Rancho Starbuck Intermediate School
16430 Woodbrier Drive, Building C, Library
Whittier, California 90604

Thank you for allowing A-Tech Consulting, Inc. (*A-Tech*) the opportunity to provide you with a cost proposal. This proposal is in response to your request that *A-Tech* conduct the Limited Asbestos Assessment at the above referenced site. The professional services provided by *A-Tech* will consist of the following:

LIMITED ASBESTOS ASSESSMENT

- This assessment will satisfy all the requirements of a pre-renovation assessment, in accordance with NESHAP, as it pertains to this project only.
- Inspection of the interior of the floors listed in this proposal and bulk sampling of suspect asbestos-containing materials (ACM) by a state certified asbestos consultant or certified site surveillance technician (CAC or CSST), utilizing AHERA sampling protocols. We will need access to all locations.
- Analysis of suspect ACM samples by a NVLAP accredited laboratory, utilizing Polarized Light Microscopy (PLM) with dispersion staining, in accordance with current regulatory requirements. Sample analysis is based on 3-Hour laboratory analysis.
- Review of any proposed renovation plans, if available
- Report preparation including sample locations, friability evaluations and remedial recommendations.



A-Tech Consulting, Inc.

PRICING

Based on the information gathered, we propose to provide the following professional consulting services:

LIMITED ASBESTOS ASSESSMENT – 3-Hour Laboratory Analysis

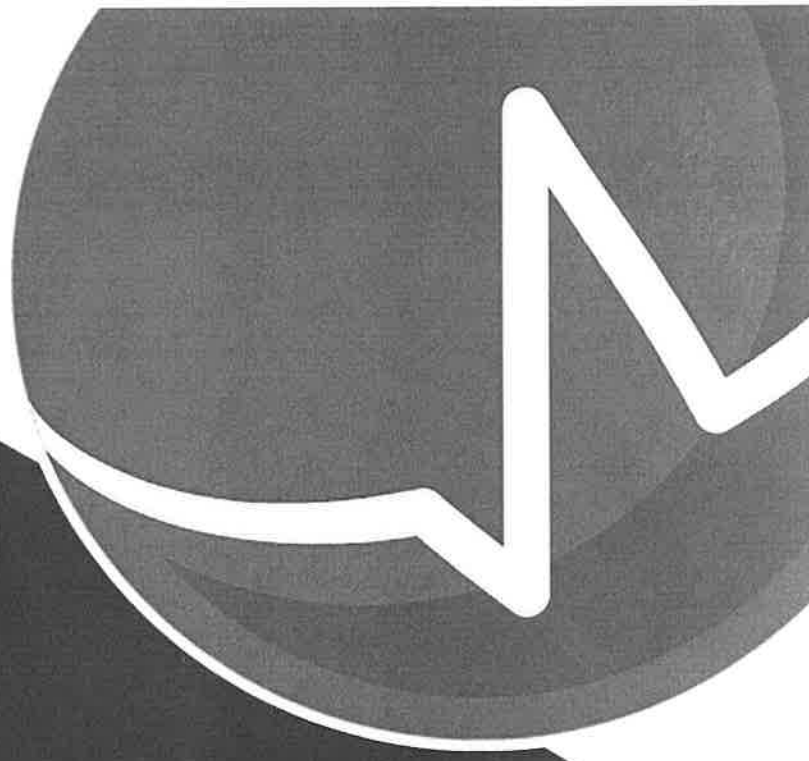
Item	Price		Qty	Line Total
Principal Hygienist	\$140.00/Hour	X	1	\$140.00
Environmental Project Manager	\$105.00/Hour	X	1	\$105.00
Certified Site Surveillance Technician (CSST) & CDPH Sampling Technician or Inspector/Assessor	\$85.00/Hour	X	5	\$425.00
Asbestos Bulk Samples (PLM)	\$37.00/Sample	X	23	\$851.00
Report Preparation and Administrative	\$60.00/Hour	X	4	\$240.00
Senior Administrator	\$65.00/Hour	X	1	\$65.00
Total				\$1,826.00

I trust that this proposal will meet with your approval and look forward to working with you. Should you have any questions, please feel free to contact me at (714) 434-6360 office.

Sincerely,

A-Tech Consulting, Inc.

Joseph A. Williams, CAC, DPH
CAC #14-5269 DPH #LRC-00001390



A-Tech Consulting

Environmental | Safety | Engineering | Hydrogeology

atechinc.net | 800.434.1025

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Deductive Change Order from Forma Engineering and Contracting, Inc., for the Meadow Green Elementary School Slope Bank Restoration Project (Bid #2223-03)

ACTION

Background:

On June 12, 2023, the Board of Trustees approved an award of contract agreement with Forma Engineering and Contracting, Inc., for the Slope Bank Restoration at Meadow Green Elementary School. When the contract was awarded, there was a built in allowance amount of \$150,000.

Current Considerations:

During the project, the District was able to reduce scope of work on the project which resulted in a cost savings. To recognize the savings, Forma Engineering and Contracting issued Deductive Change Order #1. The original scope of work had a cost of \$1,099,429. This deductive change order is to return the balance of the unused funds and allowance of \$404,060 back to the District.

Financial Implications

Financial Impact:	(\$404,060.00)
Funding Source:	Fund 14.0 - Deferred Maintenance
	Fund 40.0 - Special Reserve for Capital Outlay Projects

Recommendation:

It is recommended that the Board of Trustees, approve the Deductive Change Order No. 1, Forma Engineering and Contracting, Inc., for the Meadow Green Elementary School Slope Bank Restoration Project, effective October 3, 2023, not to exceed (\$404,060.00), and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED.

**Forma Engineering
& Contracting Inc**

13681 Newport Ave STE 8-318
Tustin, CA
714 936-9376

**Lowell Joint School District
11019 Valley Home Ave
Whittier, CA 90603
Mr. David Bennett
Assistant Superintendent of Business Services**

DATE: 9/15/23
CHANGE ORDER NO: 1
BID No. 2223-03
OUR JOB NO: 0101-23
OUR PROPOSAL NO: 0101-23
ARCHITECT C.O. NO: 01
EFFECTIVE DATE: 10/3/23

Subject to all the provisions of this Change Order, you are hereby directed to make the following change(s):

Attached breakdown for adjusted scope		
	SUBTOTALS	-404,060.00
SALES TAXES @	0.00%	0.00

The foregoing change(s) will alter the price provided in your Subcontract/Purchase Order by:

Add or (Deduct) of: -404,060.00

Original Subcontract /Purchase Order Amount:	<u>1,099,429.00</u>
Previous Change Orders through: <u>00</u>	<u>\$0.00</u>
Amount of this CO No. <u>01</u>	<u>-\$404,060.00</u>
REVISED PURCHASE ORDER AMOUNT:	<u>\$695,369.00</u>

When this Change Order is signed by both parties, it constitutes their agreement:

- (A) That the Subcontract/Purchase Order price is adjusted as shown above and that no further adjustment in that price by reason of the change(s) provided herein shall be made; and
- (B) That all the terms and conditions of the Subcontract/Purchase Order, except as modified by this and any previous changes shall remain in full force and effect and apply to the work as so changed.

ACCEPTED AND AGREED:

By: Kurt Hauke

Title: CFO

DATE: _____

By: _____

Title: _____

Scope Adjustments to BID 2223-03

- **Delete** -Entire scope of landscaping Described in GBA Plan sheets Date 03/14/23, L101 through L-202
- **Add**-Landscape planting and Irrigation Per GBA ASI Dated 07/11/23, L101 through L-202
- **Delete**- Retaining wall scope described in detail 24,27,20 and 15/A-007

- **Delete**- lower mow strip detail 31/A-007
- **Revise**- Scope of grading to spreading and compacting existing hillside grade and re distributing soils placed on the slope.
- **Add**- Redistribute and compact approximately 500 yards of spoils to east slope to reinforce fencing curbing.
- **Add**-Chain-link Fencing per details 16,17,22/A007 and 1/ A006 (Improvement Plan
- **Revise**- Detail 29/A007 to a single monolithic pour instead of two pours and extend this scope to silver Grove dr. under the new fencing.
- **Revise**- Temp fencing requirement to as need along Grove dale and silver grove without privacy screening and none along to bottom of the Hill (lay down Area) as described in addenda 1 and 2
- **Delete**- removal of 4 trees along Silver Grove Dr, A-005
- **ADD**- Prune (7) Existing trees and remove (4) existing stumps and Grind below surface.
- **Delete**- \$150,000 Cash allowance as required on the BID FORM 1
- **Add**- replacement of 43 lf. of 4' fencing at southwest corner of field, remove existing asphalt walkway.
- **Add**- enlarge southwest double Drive gate from 6'-0" wide to 10'-0" wide.
- **Add**- Quick shipping costs for perimeter fencing fabric to meet compressed construction schedule.
- **Add**- replacement of 80 ln ft of 6'-0" high fencing and posts between Options portable and Kinder play Yard.
- **Add** – revise fencing location along Grove dale Dr. at kinder play yard. Remove city placed curb, rework irrigation and re Grade and add soil to against existing walk.
- **Add**- increase curb depth from 12" deep to 24" deep to resolve extreme slope along options portable.
- **Add**- patching and blending of new Kitchen refrigerator floor.
- **Add**-remove and replace approximately 600 sq ft of flatwork adjacent to portable building #28
- **Add**-Replace existing gate hinge side post behind Building #3
- **Add**- 207 ln ft of Navy 85% privacy fabric along Kinder play yard.
- **Revise**- Large walk gate by Options and kinder Entrance to use a "Double Lock System" for security
- **Add**-Asphalt drive replacement and grade blending @south western gate (Silver grove Dr.)

Original Bid Amount

\$1,099,429.00

Deductive Change Order for Adjusted Scope

(\$404,060.00)

New Contract Amount

\$695,369.00

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Deductive Change Order from Post Bros Construction Co., for Maybrook Interim Housing Phase II for Rancho Starbuck Intermediate School Project ACTION

Background:

On June 11, 2018, the Lowell Joint School District Board of Trustees approved Resolution 2018-19 No. 724 ordering a School Bond Election. On November 6, 2018, the voters in the Lowell Joint School District passed measure LL. A part of Measure LL includes the repairs and upgrades to District facilities. This transaction is subject to the purview of the Citizens Bond Oversight Committee.

Current Considerations:

On March 6, 2023, the Board of Trustees approved the agreement with Post Bros Construction Co., for \$323,729 for the Demolition and Grading work at the Maybrook Interim Housing Phase II for Rancho Starbuck Intermediate School Project. When the contract was awarded, there was a built in total project contingency amount of \$200,000. This deductive change order, is to return the balance of the unused allowance of \$8,416.92 back to the measure LL Bond Fund.

Financial Implications

Financial Impact:	(\$8,416.92)
Funding Source:	Measure LL General Obligation Fund – Fund 21.0

Recommendation:

It is recommended that the Board of Trustees, approve Deductive Change Order from Post Bros Construction Co., for Maybrook Interim Housing Phase II for Rancho Starbuck Intermediate School Project, effective October 3, 2023, not to exceed (\$8,416.92), Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED.



**Lowell Joint
School District**

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Contract Change Order

School: Maybrook Elementary School

Project Name: Maybrook Elementary School - Interim Housing Phase 2
Project No.: 2223-02

DSA Application No.: 03-122420

Architect: Ghataode Bannon Architects.
Project Manager: Lowell Joint School District

CCO No.: 1
Date: 9/21/2023
Reference RFIs: N/A
Reference RFP / Bulletin No.: N/A

DESCRIPTION: The following pricing is for crediting the remaining contingency amount.

Contractor Costs (used when work is subcontracted)

Contractor	Description	Material	Labor	Equipment	Totals
Post Bros Construction, Co.	Crediting the Remaining Contingency Amount	\$ -	\$ (8,416.92)	\$ -	\$ (8,416.92)
					\$ -
					\$ -
					\$ -
					\$ -
	Subtotals	\$ -	\$ (8,416.92)	\$ -	\$ (8,416.92)
	Contractor OH and Profit (10%)				\$ -
	Tired Subcontractor Cost				\$0.00
	Contractor Profit of Tired Subcontractor (5%)				\$0.00
	Contractor/Subcontractor Subtotal				\$ (8,416.92)
	Contractor Bond (1%)				\$0.00
	Contractor Subtotal				\$ (8,416.92)

TOTAL COSTS FOR CCO No. 1 \$ (8,416.92)

TOTAL TIME FOR CCO No. 1 0 days

Original Contract Amount:	\$323,729.00
Net Change by previously authorized Change Orders	\$0
The contract sum prior to this Change Order was	\$323,729.00
The contract sum would be changed by this Change Order in the amount of	(\$8,416.92)
The new contract sum including this Change Order will be	\$315,312.08

Execution of this Potential Change Order will revise the contract value as indicated and may change the contract duration.
Contractor reserves its right to request additional time and/or cost once the full extent or cumulative nature of the contract change(s) become known.

Architect Approval:
Signature _____

Date: _____

District Approval:
Signature _____

Date: _____

Contractor Approval:
Signature [Signature]

Date: 9/25/23

Post Bros
Construction Co.
2967 E Coronado St
Anaheim Ca 92806
714-632-5290
A lic 1074904

Date: 9/21/23

COR #10
Maybrook Elementary School

Credit remaining allowance

Credit	1 LS	\$ (8,416.92)	\$ (8,416.92)
		Total	\$ (8,416.92)

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Acceptance of the Lowell Joint School District Long Range Facilities Master Plan ACTION

Background:

On June 14, 2021, the Board of Trustees accepted and approved the Facilities Master Plan which set forth the road map for Lowell Joint Facilities for decades to come. A Long Range Facilities Master Plan is an essential tool for reviewing a school district's facilities, determining recommended improvements, and exploring available resources. The plan is also an important district tool to identify facilities needs related to projected student enrollment, calculate classroom capacity, assess facility conditions, identify improvements needed, and identify funding options and opportunities.

It is good practice to refresh the plan periodically to update completed projects, and to reflect changes in vision related to District facilities. This report provides a framework for the District to focus on improving its existing facilities and to develop a plan to prioritize facilities needs and to pursue the financial resources to fund the priority improvements. The complete copy of the Facilities Master Plan will be accessible on the LJSD website once accepted by the Board of Trustees.

Financial Implications:

There is no fiscal impact in accepting the Master Facilities Plan. Costs will be identified as facility projects are selected and prioritized.

Recommendation:

It is recommended that the Board of Trustees accept the Lowell Joint School District Master Facilities Plan, and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Resolution No. 906 Regarding Sufficiency of
Instructional Materials for 2023/2024

PUBLIC HEARING/
ACTION/
(RESOLUTION)

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 2023/2024 school year.

It is recommended that the Board adopt the annual resolution using the adopted State guidelines. The District posted a "Notice of Public Hearing" from September 21, 2023 through October 2, 2023, at each of the school sites and at the Lowell Joint School District Office.

It is recommended that following the public hearing, Resolution 2023/2024 No. 906 Regarding Sufficiency of Instructional Materials for 2023/2024 be adopted, and that the Superintendent or designee be authorized to execute the necessary documents.

Attachment

Superintendent's Comment:

ADOPTION BY MAJORITY ROLL CALL VOTE RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2023/2024 NO. 906

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT,
LOS ANGELES AND ORANGE COUNTIES, CALIFORNIA,
REGARDING SUFFICIENCY OF INSTRUCTIONAL MATERIALS FOR 2023/2024**

WHEREAS, Education Code Section 60119 establishes steps and procedures to ensure the availability of textbooks and instructional materials in order to be eligible to receive funds for that purpose; and

WHEREAS, the procedures require that school districts take appropriate action to ensure the availability of textbooks and instructional materials on a yearly basis; and

WHEREAS, pursuant to Education Code Sections 60119, the Board is required to hold a public hearing to encourage participation by parents, teachers, members of the community interested in the affairs of the school district, and bargaining unit leaders; and

WHEREAS, the Board is required to provide ten days notice of the public hearing or hearings; and

WHEREAS, the notice shall contain the time, place, and purpose of the hearing and be posted in three public places within the school district; and

WHEREAS, the hearing shall be held at a time that will encourage the attendance of teachers and parents and guardians of students who attend the schools in the District and shall not take place during or immediately following school hours; and

WHEREAS, the Board of Trustees of a school district, as part of the required hearing, shall also make a written determination as to whether each student enrolled has sufficient textbooks or instructional materials that are consistent with the content of the curriculum frameworks adopted by the State Board of those subjects; and

WHEREAS, a public hearing was held on Monday October 2, 2023, at 7:30 p.m. which is on or before the eighth week of school; and

WHEREAS, the Board of Trustees is required to make a determination, through a resolution, as to whether each student in each school in the District has sufficient textbooks or instructional materials, or both, that are aligned to the content standards adopted pursuant to Education Code Section 60605 and Education Code 33126 in each of the following subjects, as appropriate, that are consistent with the content of the curriculum frameworks adopted by the State Board:

- (a) Mathematics
- (b) Science

- (c) History/Social Science
- (d) English/Language Arts, including the English language development component of an adopted program
- (e) Visual and performing arts

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees makes the determination that each student of the District has available sufficient textbooks or instructional materials, or both, that are aligned to the content standards adopted pursuant to Education Code Section 60605 and Education Code Section 33126 in each subject listed above, consistent with the content and consistent with the cycles and content of the curriculum framework adopted by the State Board.

BE IT FURTHER RESOLVED, that for the 2023/2024 school year, the Lowell Joint School District has provided each student with sufficient textbooks or instructional materials, or both, that are consistent with the content and cycles of the curriculum frameworks adopted by the State Board.

APPROVED AND ADOPTED this 2nd day of October, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

I, Jim Coombs, Secretary to the Board of Trustees of the Lowell Joint School District of Los Angeles and Orange Counties, California, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on the 2nd day of October, 2023, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 2nd day of October 2023.

Jim Coombs, Secretary to the Board of Trustees

NOTICE OF PUBLIC HEARING LOWELL JOINT SCHOOL DISTRICT

Lowell Joint School District will hold a Public Hearing pursuant to Education Code Sections 60119. The District is required to hold a public hearing to encourage participation by parents, teachers, members of the community interested in the affairs of the School District, and bargaining unit leaders.

NOTICE IS HEREBY GIVEN that the Board of Trustees of the Lowell Joint School District at its regular meeting to be held on October 2, 2023, will hold a public hearing at which the Board of Trustees shall make a written determination as to whether each pupil in each school in the District has sufficient textbooks or instructional materials, or both, that are aligned to the content standards adopted pursuant to Section 60605 or 60605.8 in each of the following subjects, as appropriate, that are consistent with the content of the curriculum framework adopted by the State Board: mathematics, science, history/social science, English/language arts, including the English language development component of an adopted program.

The October 2, 2023, Board meeting of the District will begin at 7:30 p.m. in the Board Room located at 11019 Valley Home Avenue, Whittier, CA 90603.

Questions and/or comments should be directed to Jim Coombs, Superintendent, or Dr. Sheri McDonald, Assistant Superintendent of Education Services at (562) 943-0211.



**Lowell Joint
School District**

A Tradition of Excellence Since 1906

**Principal Verification Statement
Instructional Materials Sufficiency**

School Name: El Portal

Principal: Amanda Malm

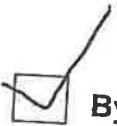
BOTH BOXES MUST BE CHECKED TO COMPLETE THIS FORM

Uniform Complaint Procedure (UCP)



By checking this box,

I confirm the current Uniform Complaint Procedure is visibly posted in all classrooms. In classrooms where the native language of 15% or more of the pupils is a language other than English, the notice is also in this language.



By checking this box,

I confirm on 9/20/23, our school had sufficient instructional materials, including textbooks and access to a device/Wi-Fi, for each student for the 2023-2024 school year. I agree to maintain sufficiency of instructional materials throughout the school year as enrollments change.

Principal Signature

Amanda Malm

Date

9/20/23



**Lowell Joint
School District**

A Tradition of Excellence Since 1906

**Principal Verification Statement
Instructional Materials Sufficiency**

School Name: Jordan

Principal: Marikatherine Elmquist

BOTH BOXES MUST BE CHECKED TO COMPLETE THIS FORM

Uniform Complaint Procedure (UCP)

By checking this box,

I confirm the current Uniform Complaint Procedure is visibly posted in all classrooms. In classrooms where the native language of 15% or more of the pupils is a language other than English, the notice is also in this language.

By checking this box,

I confirm on September 20, 2023, our school had sufficient instructional materials, including textbooks and access to a device/Wi-Fi, for each student for the 2023-2024 school year. I agree to maintain sufficiency of instructional materials throughout the school year as enrollments change.

Principal Signature Marikatherine Elmquist Date 09/20/2023



**Lowell Joint
School District**

A Tradition of Excellence Since 1906

**Principal Verification Statement
Instructional Materials Sufficiency**

School Name: Olita School

Principal: Krista Van Hoogmoed

BOTH BOXES MUST BE CHECKED TO COMPLETE THIS FORM

Uniform Complaint Procedure (UCP)

By checking this box,

I confirm the current Uniform Complaint Procedure is visibly posted in all classrooms. In classrooms where the native language of 15% or more of the pupils is a language other than English, the notice is also in this language.

By checking this box,

I confirm on September 20, 2023, our school had sufficient instructional materials, including textbooks and access to a device/Wi-Fi, for each student for the 2023-2024 school year. I agree to maintain sufficiency of instructional materials throughout the school year as enrollments change.

Principal Signature



Date 9/20/23



**Lowell Joint
School District**

A Tradition of Excellence Since 1906

**Principal Verification Statement
Instructional Materials Sufficiency**

School Name: Meadow Green

Principal: Matt Cukro

BOTH BOXES MUST BE CHECKED TO COMPLETE THIS FORM

Uniform Complaint Procedure (UCP)

By checking this box,

I confirm the current Uniform Complaint Procedure is visibly posted in all classrooms. In classrooms where the native language of 15% or more of the pupils is a language other than English, the notice is also in this language.

By checking this box,

I confirm on 9-22-2023, our school had sufficient instructional materials, including textbooks and access to a device/Wi-Fi, for each student for the 2023-2024 school year. I agree to maintain sufficiency of instructional materials throughout the school year as enrollments change.

Principal Signature

Date

9-22-2023



**Lowell Joint
School District**

A Tradition of Excellence Since 1906

**Principal Verification Statement
Instructional Materials Sufficiency**

School Name: Olita School

Principal: Krista Van Hoogmoed

BOTH BOXES MUST BE CHECKED TO COMPLETE THIS FORM

Uniform Complaint Procedure (UCP)



By checking this box,

I confirm the current Uniform Complaint Procedure is visibly posted in all classrooms. In classrooms where the native language of 15% or more of the pupils is a language other than English, the notice is also in this language.



By checking this box,

I confirm on September 20, 2023, our school had sufficient instructional materials, including textbooks and access to a device/Wi-Fi, for each student for the 2023-2024 school year. I agree to maintain sufficiency of instructional materials throughout the school year as enrollments change.

Principal Signature _____

Date 9/20/23



Lowell Joint
School District

A Tradition of Excellence Since 1906

**Principal Verification Statement
Instructional Materials Sufficiency**

School Name: Rancho-starbuck

Principal: Jennifer Jackson

BOTH BOXES MUST BE CHECKED TO COMPLETE THIS FORM

Uniform Complaint Procedure (UCP)

By checking this box,

I confirm the current Uniform Complaint Procedure is visibly posted in all classrooms. In classrooms where the native language of 15% or more of the pupils is a language other than English, the notice is also in this language.

By checking this box,

I confirm on 9/20/2023, our school had sufficient instructional materials, including textbooks and access to a device/Wi-Fi, for each student for the 2023-2024 school year. I agree to maintain sufficiency of instructional materials throughout the school year as enrollments change.

Principal Signature

Jennifer Jackson

Date

9/20/2023

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Presentation of Student Achievement for 2022/2023 School Year INFORMATION

The presentation is informational to share the data for Annual Student Achievement in the areas of English Language Arts, Math and Physical Fitness during the 2022/2023 school year.

Superintendent's Comment:

APPROVAL RECOMMENDED.

VIII-B1-1

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Resolution 2023/2024 No. 907 Declaring October
9-13, 2023 as "National School Lunch Week"

ACTION/
(RESOLUTION)

National School Lunch Week was created in 1962 by President John F. Kennedy to promote the importance of a healthy school lunch in a child's life and the impact it has inside and outside of the classroom.

During this week, we celebrate our students and cafeterias, with special menus, events, student activities and more.

It is recommended that Resolution 2023/2024 No. 907 supporting October 9-13, 2023 "National School Lunch Week" be approved, and that the Superintendent or designee be authorized to execute the resolution.

Attachment

Superintendent's Comment:

ADOPTION BY MAJORITY ROLL CALL VOTE RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT

**RESOLUTION 2023/2024 NO. 907
RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT
OF LOS ANGELES AND ORANGE COUNTIES, CALIFORNIA,
DECLARING NATIONAL SCHOOL LUNCH WEEK OCTOBER 9-13, 2023**

WHEREAS, the School Lunch Program has served our nation admirably for over 70 years; and

WHEREAS, the School Lunch Program is dedicated to the health and wellbeing of our nation's children; and

WHEREAS, the School Lunch Program joins and has been joined through the years by many other excellent child nutrition programs; and

WHEREAS, there is evidence of continued need for nutrition education and awareness of the value of school nutrition programs; and

WHEREAS, Nutrition Services is dedicated to supporting education by serving healthy meals to the students of Lowell Joint School District; and

NOW THEREFORE, BE IT RESOLVED, that the Lowell Joint School District's Board of Education declares the week of October 9-13, 2023, as "NATIONAL SCHOOL LUNCH WEEK" and devote this week to the recognition of the dedicated and hardworking people who make the School Lunch Program a reality in their community schools, and encourage all residents of the community to become aware of the solid foundation for learning provided by a nutritious School Lunch.

APPROVED AND ADOPTED this 2nd day of October, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

I, Jim Coombs, Secretary to the Board of Trustees of the Lowell Joint School District of Los Angeles and Orange Counties, California, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on the 2nd day of October, 2023, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 2nd day of October, 2023.

Jim Coombs, Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Memorandum of Understanding Between Hazel Health and Lowell Joint School District for the school year 2023/2024 ACTION/
(RATIFICATION)

Hazel Health provides clinical services for students residing in Lowell Joint School District as appropriate through a telehealth modality, via referral, and with caregiver consent. The District seeks placements outside of the District when it does not have an appropriate program and services to address a student's significant needs.

The purpose of this Memorandum of Understanding is to enter into an agreement with Hazel Health to improve the access of students district wide to certain behavioral health services through a virtual platform at no cost to the District or its students.

It is recommended the Memorandum of Understanding between Hazel Health and Lowell Joint School District for the period of July 1, 2023 through December 31, 2024 be approved, and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED.

September 5, 2023

To: District Superintendents
Assistant Superintendents of Business
Assistant Superintendents of Human Resources
Assistant Superintendents of Instructions
IT Directors
Mental Health Leads

From: Educational Services Team

**Subject: Overview of Proposed Teletherapy Services Agreement with
Hazel Health, Inc. and Telehealth Services USA**

The significant impact that COVID-19 had on the behavioral health of children and youth highlighted the need to build capacity for a continuum of behavioral health treatment. In response to this mental health crisis, California passed the Children and Youth Behavioral Health Initiative (CYBHI) to create an innovative and prevention-focused behavioral health system where all children and youth are routinely screened, supported, and served for emerging and existing behavioral health needs.

With CYBHI funding, the Department of Health Care Services (DHCS) created the Student Behavioral Health Incentive Program (SBHIP) designating \$389 million over a three-year period for Medi-Cal managed care plans to increase access to preventive, early intervention, and behavioral health services by school school-affiliated behavioral health providers for TK-12 children in public schools. Through some SBHIP funds, CalOptima approved up to \$8.4 million in funding to Hazel Health, Inc. and Telehealth Services USA (Hazel Health) to provide telehealth counseling services through a telehealth platform that can be accessed by the 442,000 public school students in Orange County.

Hazel Health provides a telehealth platform that facilitates access to telehealth services. For districts that enter an agreement with Hazel Health, CalOptima will fund Hazel Health's platform fee of \$12 per student enrolled in the district regardless of whether the student uses Hazel Health's behavioral telehealth services. There should be no cost, including co-pays or out-of-pocket expenses, to districts or to parents/guardians who access Hazel Health's behavioral telehealth services. Under SBHIP, Hazel Health may seek reimbursement from Medi-Cal and/or private health insurance for telehealth services provided.

For students to access telehealth services, districts must enter a services agreement with Hazel Health. To assist districts, a team from the Orange County Department of Education that included Educational Services, Legal Services, Information Technology, and consultation with Alliance of Schools for Cooperative Insurance Programs, worked with Hazel Health to create a draft services agreement that can be used by districts. We recognize that districts have unique needs or circumstances that may require a more tailored approach. Therefore, we encourage

districts to carefully examine and adjust the draft services agreement to align more closely with the specific goals, resources, and operational needs of each school district.

Key Areas for Review

To access behavioral telehealth services, school districts must enter into services agreement with Hazel Health. In line with OCDE's dedication to transparency and fostering successful partnerships, below is a discussion of key areas of significant importance that should be considered by each district as part of its review of the proposed services agreement:

1. Scope of Services

It is essential to clearly define the scope of services, response times, and emergency protocols to ensure the effective delivery of telehealth services without significantly impacting instructional time or the overall educational environment. According to Hazel Health's website, Hazel Health provides telehealth services to 55 districts in California, including some of the largest school districts (Los Angeles Unified, San Diego Unified, and Long Beach Unified). We were not provided information about the number of practitioners employed by Hazel Health or its capacity to meet the potential service needs of Orange County districts. We encourage districts interested in securing telehealth services to speak with other districts regarding their experience with accessing telehealth services through Hazel Health. This may provide valuable insights into the operational aspects and successful execution of these services.

2. Facility Requirements

Hazel Health's behavioral telehealth services are accessible both from the student's home and from the school site. In the school setting, the proposed services agreement requires that the district provide a dedicated private space at each participating school site. (See Exhibit C). This private space is for video sessions with a Hazel Health practitioner and must be in a secure environment where students can engage in confidential communications. Additionally, the designated private space must permit a school staff member to visually supervise the student throughout the session but still preserve the student's privacy and confidential communications.

3. Staffing Requirements

The school district must identify and designate school employees responsible for student referrals and service initiation. (See Exhibit C). The "referrer" is responsible for making referrals to Hazel Health. The "initiator" verifies signed parental consent, retrieves/escorts students from their classes, launch the application to initiate the telehealth visit, and keeps visual supervision during the student's telehealth session.

4. FERPA Compliance

The Family Educational Rights and Privacy Act (FERPA) and Education Code section 49060 *et seq.* safeguard the privacy of student educational records. Section 6 of the proposed services

agreement outlines the student information that Hazel Health requires before a district and/or parent may refer for services. After careful consideration, we determined that the information required for a referral to Hazel Health is personally identifiable information (PII) that requires parent consent to release. We encourage districts to use its release of information forms permitting the release of the information required for a referral: the student's name, date of birth, sex/gender, current school, and parent's name, parent's phone number, and parent's relationship association.

Hazel Health proposes a broad approach to the distribution of release of information forms. Instead of providing these forms to individual parents/students upon a referral for services, Hazel Health suggests a widespread distribution to all students within the school district permitting this information to be released and uploaded to Hazel Health's database in advance of district or parent referral. As long as parents are aware that the release of information is voluntary and sign the release of information, this broader strategy is permitted.

Prior to implementing telehealth services, Hazel Health will obtain informed parental consent including a release of information that Hazel Health indicates adheres to FERPA and other guidelines, such as, the Health Insurance Portability and Accountability Act. Although Hazel Health uses its own consent form, we recommend that districts rely on its release of information forms. While Hazel Health's form may permit Hazel Health to share information with the district, we recommend that the district separately consider the scope of PII that may be shared with Hazel Health under the district's release of information form signed by the parent.

5. Infrastructure Requirements

To access telehealth services, Hazel Health's application requires consistent Wi-Fi access throughout the school day of 1.5 Mbps download, 500 Kbps upload.

6. Students with an IEP or 504 Plan

Hazel Health's behavioral telehealth services are intended as a short-term Tier 2 intervention available to all students, including special education students. As a general education intervention, the telehealth services are not intended to be included in a student's individualized education plan (IEP) or Section 504 Plan. When students with an IEP or a Section 504 Plan participates in Hazel Health services, it is imperative that school personnel are trained to promptly notify special education staff so that they may assess whether convening an IEP team or a 504 plan team meeting is warranted to discuss whether the student requires additional services to be incorporated into their IEP or 504 Plan as part of a free appropriate public education. Hazel Health is required to notify the school district when a student initiates a referral independently of the school. (Section 2.7.4).

7. Hazel Health's Consent for Services and Identity Verification Protocol

The district may approve the template Hazel Health will use to obtain parental consent for services prior to the initiation of any services. (See Section 4.3) Notably, Section 4 provides specific provisions that should be incorporated into Hazel Health's consent for services form.

Furthermore, Hazel Health must establish written protocols for verifying the identity of students participating in behavioral telehealth services that are subject to the school district's approval. (Section 4.7).

Significantly, Hazel Health has committed to translate and/or offer in alternative format all writings and/or print materials related to Hazel Health that are distributed to students, parents, and/or guardian.

8. Fingerprinting

Hazel Health will ensure that all employees undergo fingerprinting. District may require that Hazel Health include the district's originating agency identifier (ORI) so that the district may have direct access to Hazel Health employee's criminal history information. (Section 5)

9. Equipment

Hazel Health is responsible for supplying all the required equipment, tools, materials, and training described in the agreement. (Exhibit B). However, the agreement lacks details regarding the quantity or specific count of each equipment item. Furthermore, while Hazel commits to equipment replacement on an as needed basis, the agreement doesn't provide procedure, or any limitations associated with such replacement.

We hope this summary of key points in the proposed master services agreement is helpful as you review and consider entering an agreement with Hazel Health to offer telehealth services to students. Our team is fully committed to supporting Orange County school districts in obtaining high-quality telehealth services, and we believe that by addressing these considerations at the outset will pave the way for a successful partnership with Hazel Health.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Independent Contract with Little Ears
Therapy Center for speech services for the 2023-2024
School Year

ACTION/
(RATIFICATION)

Arrangements have been made with Little Ears Therapy Center during the 2023/2024 school year, to provide speech services for a district student, not to exceed 30 hours. A District contracts with an Independent Consultant when it does not have staff available to meet the service requirements documented in a student's Individual Education Plan (IEP).

The contract would cover the period of July 1, 2023 through June 30, 2024. Services will be rendered at a total fee not to exceed Four Thousand Dollars (\$4,000.00) To be **paid from out of home care funds.**

It is recommended that the independent consultant agreement with Little Ears Therapy Center for Speech and Language services for the 2023-2024 School Year be approved, for an estimated cost not to exceed \$4,000.00, To be paid from out of home care funds, and that the Superintendent or designee be authorized to execute the agreement.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Independent Contract with Dynamic Vision
Optometry / Kohtz & Spurling for an Independent
Educational Evaluation (IEE) for the 2023-2024 School
Year

ACTION/
(RATIFICATION)

Arrangements have been made with Dynamic Vision Optometry / Kohtz & Spurling, during the 2023/2024 school year, to conduct an Independent Educational Evaluation (IEE) in vision therapy for a district student. A District contracts with an Independent Consultant when it does not have staff available to meet the service requirements documented in a student's Individual Education Plan (IEP).

The contract would cover the period of July 1, 2023 through June 30, 2024. Services will be rendered at a total fee not to exceed One Thousand Five Hundred Dollars (\$1,500.00).

It is recommended that the independent consultant agreement with Dynamic Vision Optometry / Kohtz & Spurling for an Independent Educational Evaluation (IEE) in vision therapy for the 2023/2024 School Year be approved, for an estimated cost not to exceed \$1,500.00, and that the Superintendent or designee be authorized to execute the agreement.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Agreement with Behavior and Education Inc., a Nonpublic Nonsectarian Agency, to Provide additional direct Behavioral Intervention Services for select district students for the 2023/2024 School Year. ACTION/
(RATIFICATION)

In accordance with Education Code Sections 56365 and 56366, a school district is required to enter into separate agreements with nonpublic nonsectarian schools/agencies to provide the services included in a pupil's Individualized Education Program (IEP) when such services cannot be provided by the district. Staffs at these agencies are fully qualified, meet State and Federal guidelines and are available to provide services for District students immediately.

Arrangements have been made with Behavior and Education Inc., a nonpublic nonsectarian agency, to provide direct Behavioral Intervention Services for the 2023/2024 school year for select District students.

It is recommended that the Agreement with Behavior and Education Inc., a nonpublic nonsectarian agency, to provide additional direct Behavioral Intervention Services for a select District Students for the 2023/2024 school year be approved, at the rate of \$60.00 and \$80.00 per hour, not to exceed **\$200,000.00** and that the Superintendent or designee be authorized to execute the agreement.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Consultant Agreement with Mr. Omar
Morales to Provide After-School Coaching Services
for the 2023/24 School Year

ACTION

Arrangements have been made with Mr. Omar Morales to provide after-school coaching services for the 2023/24 school year. Mr. Morales will be paid a total of \$700.00 at the end of each sport season. The District will utilize the Rancho Starbuck Athletic account to support the consultant agreement.

It is recommended that the consultant agreement with Mr. Omar Morales to provide after-school coaching services for the 2023/24 school year be approved at the amount of \$700.00, not to exceed \$1400.00, to be paid from the monies secured by the Rancho Starbuck Athletic account, and that the Superintendent or designee be authorized to execute the agreement.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Consultant Agreement with Mr. Larry
Costello to Provide After-School Coaching Services
for the 2023/24 School Year

ACTION

Arrangements have been made with Mr. Larry Costello to provide after-school coaching services for the 2023/24 school year. Mr. Costello will be paid a total of \$700.00 at the end of each sport season. The District will utilize the Rancho Starbuck Athletic account to support the consultant agreement.

It is recommended that the consultant agreement with Mr. Larry Costello to provide after-school coaching services for the 2023/24 school year be approved at the amount of \$700.00, not to exceed \$1400.00, to be paid from the monies secured by the Rancho Starbuck Athletic account, and that the Superintendent or designee be authorized to execute the agreement.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Agreement Between CIMI Toyon Bay
Guided Discoveries, Inc. and El Portal Elementary
School for the Catalina Field Trip on Monday, March
11, 2024 through Wednesday, March 13, 2024 ACTION

The purpose of this agreement is that GDI operates CIMI Toyon Bay (“CAMP Program”) at the camp site located at Catalina Island (“Site”) and El Portal desires to participate in the CIMI Toyon Bay Program on Monday, March 11, 2024 (the “Arrival Date”) through Wednesday, March 13, 2024 (the “Departure Date”). Expenditures not to exceed \$35,000, to be paid from El Portal Site Donation Account.

As of the Effective Date (as defined above), the number of estimated students and Chaperones that Group will enroll for the Program Dates is 85 students and 7 Chaperones.

El Portal shall pay GDI the following rates for the CIMI Toyon Bay Program (the “Program Fees”): (i) \$355.00 per student participant; (ii) \$0 for the Group Leader; (iii) \$177.50 for the Chaperone assigned to each Program Group; and (iv) for any additional Chaperones.

It is recommended approve the agreement between CIMI Toyon Bay Guided Discoveries, Inc. and El Portal Elementary School for the field trip on Monday, March 11, 2024 through Wednesday, March 13, 2024, not to exceed \$35,000, to be paid from El Portal site donation account, be approved, and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent’s Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees
From: Jim Coombs, Superintendent of Schools
Subject: Purchase Order Report 2023/24 #3

ACTION/
(RATFCATON)

In accordance with the law, Purchase Order Report 2023/24 #3 is recommended for approval. The report lists all purchase orders issued August 1, 2023 through August 31 2023.

DB: ds

Superintendent's Comment:

APPROVAL RECOMMENDED.

**LOWELL JOINT SD
PURCHASE ORDER DETAIL REPORT**

BOARD OF TRUSTEES MEETING 10/02/2023

FROM 08/01/2023 TO 08/31/2023

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
T99F0007	ORBIT EVENT RENTALS	36,250.62	36,250.62	2121-0000-0-6400-0000-8500-115-00000000	RS/Interim Maybrook / Equipment
T99F0008	TARGET SPECIALTY PRODUCTS	347.05	347.05	0101-0000-0-4300-0000-8111-025-00000000	GF-Unrest-Not Applicable / Materials and
T99F0009	AAA ELECTRIC MOTOR SALES & SER	1,739.99	1,739.99	0101-0000-0-5630-0000-8110-008-00000000	GF-Unrest-Not Applicable / Repairs or
T99F0010	UNITED RENTALS (NORTH AMERICA)	4,089.99	4,089.99	0101-0000-0-5610-0000-8110-025-00000000	GF-Unrest-Not Applicable / Rentals &
T99F0011	ORBIT EVENT RENTALS	1,242.80	1,242.80	2121-0000-0-4300-0000-8500-115-00000000	RS/Interim Maybrook / Materials and
T99F0012	BUG FLIP	1,850.00	1,850.00	0101-0000-0-5630-0000-8110-001-00000000	GF-Unrest-Not Applicable / Repairs or
T99F0013	CINTAS FIRE PROTECTION	1,471.76	1,471.76	0101-0000-0-5630-0000-8110-008-00000000	GF-Unrest-Not Applicable / Repairs or
T99F0014	CINTAS FIRE PROTECTION	518.54	518.54	0101-0000-0-5630-0000-8110-015-00000000	GF-Unrest-Not Applicable / Repairs or
T99F0015	CINTAS FIRE PROTECTION	511.09	511.09	0101-0000-0-5630-0000-8110-025-00000000	GF-Unrest-Not Applicable / Repairs or
T99F0016	CINTAS FIRE PROTECTION	276.05	276.05	0101-0000-0-5630-0000-8110-012-00000000	GF-Unrest-Not Applicable / Repairs or
T99F0017	CINTAS FIRE PROTECTION	969.76	969.76	0101-0000-0-5630-0000-8110-009-00000000	GF-Unrest-Not Applicable / Repairs or
T99F0018	CINTAS FIRE PROTECTION	596.43	596.43	0101-0000-0-5630-0000-8110-006-00000000	GF-Unrest-Not Applicable / Repairs or
T99F0019	CINTAS FIRE PROTECTION	1,088.04	1,088.04	0101-0000-0-5630-0000-8110-004-00000000	GF-Unrest-Not Applicable / Repairs or
T99F0020	CINTAS FIRE PROTECTION	1,544.50	1,544.50	0101-0000-0-5630-0000-8110-001-00000000	GF-Unrest-Not Applicable / Repairs or
T99F0021	ICS SERVICE COMPANY	800.74	800.74	0101-0000-0-5630-0000-8110-006-00000000	GF-Unrest-Not Applicable / Repairs or
T99M0027	AMERICAN EXPRESS	173.42	173.42	0101-0000-0-5630-0000-8110-006-00000000	GF-Unrest-Not Applicable / Repairs or
T99M0060	AMERICAN EXPRESS	599.98	599.98	0101-0000-0-5810-0000-7100-112-00000000	/ Licenses/Technology
T99M0061	AMERICAN EXPRESS	23.13	23.13	0101-0000-0-4300-0000-7100-112-00000000	/ Materials and Supplies
T99M0063	AMERICAN EXPRESS	320.55	320.55	0101-0000-0-4300-0000-7100-112-00000000	/ Materials and Supplies
T99M0086	AMERICAN EXPRESS	38.58	38.58	0101-0000-0-4300-0000-7100-112-00000000	/ Materials and Supplies
T99R0074	BRIGHTLY SOFTWARE INC.	6,292.78	6,292.78	0101-0000-0-5810-0000-8110-012-00000000	GF-Unrest-Not Applicable /
T99R0076	GLASBY MAINTENANCE SUPPLY	582.45	582.45	0101-8150-0-4300-0000-8200-015-00000000	RRMA-Custodial/Maybrook / Materials an
T99R0080	FULLERTON SCHOOL DISTRICT	121.50	121.50	0101-0000-0-4300-0000-7100-112-00000000	/ Materials and Supplies

LOWELL JOINT SD
PURCHASE ORDER DETAIL REPORT
 BOARD OF TRUSTEES MEETING 10/02/2023

FROM 08/01/2023 TO 08/31/2023

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
T99R0086	DECKER EQUIPMENT	712.17	712.17	0101-0000-0-4300-0000-8110-008-00000000	GF-Unrest-Not Applicable / Materials and
T99R0093	CASBO	3,500.00	3,500.00	0101-0000-0-5300-0000-7200-012-00000000	GF-Unrest-Not Applicable / Dues and
T99R0097	SPORTS JACKETS UNLIMITED	981.23	981.23	0101-0000-0-4300-0000-7100-112-00000000	/ Materials and Supplies
T99R0101	RANCHO STARBUCK PTA	236.12	236.12	0101-0000-0-4300-0000-7200-012-00000000	GF-Unrest-Not Applicable / Materials and
T99R0104	ELITE AIR CONDITIONING INC	16,835.18	16,835.18	1414-0000-0-6500-0000-8500-008-00000000	DM-Capital Assets/MG / Equipment
T99R0109	THE HOME DEPOT PRO INSTITUTION	212.74	212.74	0101-0000-0-4300-0000-8110-015-00000000	GF-Unrest-Not Applicable / Materials and
T99R0110	ATKINSON ANDELSON LOYA RUUD &	125,000.00	125,000.00	0101-0000-0-5820-0000-7110-012-00000000	GF-Unrest-Not Applicable / Legal, Audit, ,
T99R0111	TAO ROSSINI APC	25,000.00	25,000.00	0101-0000-0-5820-0000-7110-012-00000000	GF-Unrest-Not Applicable / Legal, Audit, ,
T99R0114	SCHOOL SERVICES OF CALIFORNIA	275.00	275.00	0101-0000-0-5200-0000-7200-012-00000000	GF-Unrest-Not Applicable / Travel and
T99R0124	DISTRICT ADMINISTRATION LEADER	3,950.00	3,950.00	0101-0000-0-5300-0000-7100-112-00000000	/ Dues and Memberships
T99R0127	RAYCOM DATA TECHNOLOGIES	20,148.89	20,148.89	0101-0000-0-4300-0000-7100-112-00000000	/ Materials and Supplies
T99R0131	LA HABRA ROTARY CLUB	295.00	75.00	0101-0000-0-5300-0000-7100-012-00000000	GF-Unrest-Not Applicable / Dues and
			220.00	0101-0000-0-5300-0000-7100-112-00000000	/ Dues and Memberships
T99U0003	CITY OF LA HABRA WATER DEPARTM	45,000.00	11,000.00	0101-0000-0-5530-0000-8200-001-00000105	Utilities/LCAP G1 A5 / Water
			34,000.00	0101-0000-0-5530-0000-8200-009-00000105	Utilities/LCAP G1 A5 / Water
T99U0004	SUBURBAN WATER SYSTEMS	172,000.00	28,000.00	0101-0000-0-5530-0000-8200-004-00000105	Utilities/LCAP G1 A5 / Water
			24,000.00	0101-0000-0-5530-0000-8200-006-00000105	Utilities/LCAP G1 A5 / Water
			24,000.00	0101-0000-0-5530-0000-8200-008-00000105	Utilities/LCAP G1 A5 / Water
			10,000.00	0101-0000-0-5530-0000-8200-011-00000105	Utilities/LCAP G1 A5 / Water
			8,000.00	0101-0000-0-5530-0000-8200-012-00000105	Utilities/LCAP G1 A5 / Water
			5,000.00	0101-0000-0-5530-0000-8200-025-00000105	Utilities/LCAP G1 A5 / Water
			73,000.00	0101-0000-0-5530-0000-8200-015-00000105	Utilities/LCAP G1 A5 / Water
T99Z0041	TARGET SPECIALTY PRODUCTS	1,000.00	1,000.00	0101-0000-0-4300-0000-8111-025-00000000	GF-Unrest-Not Applicable / Materials and
T99Z0043	HADLEY TOW	500.00	500.00	0101-0000-0-5630-0000-8110-025-00000000	GF-Unrest-Not Applicable / Repairs or

**LOWELL JOINT SD
PURCHASE ORDER DETAIL REPORT**

BOARD OF TRUSTEES MEETING 10/02/2023

FROM 08/01/2023 TO 08/31/2023

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
T99Z0044	ICS SERVICE COMPANY	1,920.00	240.00	0101-0000-0-5630-0000-8110-001-000000000	GF-Unrest-Not Applicable / Repairs or
			480.00	0101-0000-0-5630-0000-8110-004-000000000	GF-Unrest-Not Applicable / Repairs or
			240.00	0101-0000-0-5630-0000-8110-006-000000000	GF-Unrest-Not Applicable / Repairs or
			240.00	0101-0000-0-5630-0000-8110-008-000000000	GF-Unrest-Not Applicable / Repairs or
			240.00	0101-0000-0-5630-0000-8110-009-000000000	GF-Unrest-Not Applicable / Repairs or
			480.00	0101-0000-0-5630-0000-8110-015-000000000	GF-Unrest-Not Applicable / Repairs or
		424,687.48			
		16,835.18			
		37,493.42			
		479,016.08			

Fund 01 Total: 424,687.48
Fund 14 Total: 16,835.18
Fund 21 Total: 37,493.42
Total Amount of Purchase Orders: 479,016.08

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Consolidated Check Register Listing Report
2023/24 #3

ACTION/
(RATIFICATION)

The Consolidated Check Register Listing Report 2023/24 #3 is recommended for approval.
The consolidated check register lists all warrants issued August 1 through August 31, 2023.

DB/ds

Superintendent's Comment:

APPROVAL RECOMMENDED.

X-B2-1

LOWELL JOINT SD
Consolidated Check Register
 from 8/1/2023 to 8/31/2023

Check	Payee ID	Payee Name	Reference	Subs Check Date	Cancel Date	Type	Status	Check Amount
99 00003962	S9990001	BEHAVIOR AND EDUCATION INC	5917216	OH 08/02/2023		MW	IS	5,780.00
99 00003963	E9900042	CHELLE PRICE	UNUM71-9302023	OH 08/02/2023		MW	IS	507.42
99 00003964	U9900004	SOUTHERN CALIFORNIA EDISON	0620072023	OH 08/02/2023		MW	IS	9,765.61
99 00003965	U9900005	SOUTHERN CALIFORNIA GAS CO	0620072023	OH 08/02/2023		MW	IS	95.82
99 00003966	U9900004	SOUTHERN CALIFORNIA EDISON	0622072423	OH 08/04/2023		MW	IS	4,071.33
99 00003967	V9903647	FORMA ENGINEERING & CONTRACTIN	PAY APP 1	OH 08/04/2023		MW	IS	45,288.00
99 00003968	V9903647	FORMA ENGINEERING & CONTRACTIN	PAY APP 1	OH 08/04/2023		MW	IS	121,212.00
99 00003969	U9900001	CITY OF LA HABRA WATER DEPARTM	0607071023	OH 08/07/2023		MW	IS	7,989.94
99 00003970	U9900004	SOUTHERN CALIFORNIA EDISON	0701073123	OH 08/08/2023		MW	IS	70.34
99 00003971	U9900005	SOUTHERN CALIFORNIA GAS CO	0627072723	OH 08/08/2023		MW	IS	36.49
99 00003972	U9900006	SUBURBAN WATER SYSTEMS	181003634619	OH 08/08/2023		MW	IS	3,255.43
99 00003973	U9900008	T-MOBILE	0621072023	OH 08/08/2023		MW	IS	163.04
99 00003974	F9900002	AAA ELECTRIC MOTOR SALES & SER	ASI-75367	OH 08/11/2023		MW	IS	1,739.91
99 00003975	V9903377	AC PRO	S7871616.001	OH 08/11/2023		MW	IS	191.69
99 00003976	V9900013	AMERICAN EXPRESS	ZOOMJUL2023	OH 08/11/2023		MW	IS	6,799.87
99 00003977	F9900014	BUG FLIP	67803	OH 08/11/2023		MW	IS	390.00
99 00003978	V9900036	CDW GOVERNMENT INC.	KM98835	OH 08/11/2023		MW	IS	1,015.91
99 00003979	V9900067	ELLISON EDUCATIONAL EQUIP.	SI171914	OH 08/11/2023		MW	IS	39.52
99 00003980	V9900073	FITNESS FINDERS INC.	INV13039	OH 08/11/2023		MW	IS	506.26
99 00003981	F9900040	JAMES HARDWARE COMPANY	2307-059082	OH 08/11/2023		MW	IS	186.96
99 00003982	E9900084	JIM COOMBS	MISC08072023	OH 08/11/2023		MW	IS	626.46
99 00003983	E9900256	OWEN FISCUS	MILEAGE	OH 08/11/2023		MW	IS	28.25
99 00003984	F9900053	PEST OPTION INC.	429327	OH 08/11/2023		MW	IS	290.00
99 00003985	F9900054	PLUMBING WHOLESALE OUTLET	S100694553.001	OH 08/11/2023		MW	IS	227.42
99 00003986	V9903374	SIGLER WHOLESALE DISTRIBUTORS	INV-RND23004679	OH 08/11/2023		MW	IS	972.90
99 00003987	U9900004	SOUTHERN CALIFORNIA EDISON	0707080623	OH 08/11/2023		MW	IS	14,954.75
99 00003988	U9900006	SUBURBAN WATER SYSTEMS	180042113676	OH 08/11/2023		MW	IS	5,282.95
99 00003989	V9900186	TARGET SPECIALTY PRODUCTS	INVP501234980	OH 08/11/2023		MW	IS	347.05
99 00003990	F9900060	THE SHERWIN-WILLIAMS CO.	2566-2	OH 08/11/2023		MW	IS	211.37
99 00003991	F9900069	WALTERS WHOLESALE ELECTRIC	SI23564040.002	OH 08/11/2023		MW	IS	397.26
99 00003992	U9900010	WARE DISPOSAL	1291189	OH 08/11/2023		MW	IS	4,482.58
99 00003993	V9900013	AMERICAN EXPRESS	114634175478178	OH 08/11/2023		MW	IS	895.09
99 00003994	V9900013	AMERICAN EXPRESS	HMPTNNINMARTIOH	OH 08/11/2023		MW	IS	1,164.98
99 00003995	F9900014	BUG FLIP	JULY2023	OH 08/11/2023		MW	IS	210.00

LOWELL JOINT SD
Consolidated Check Register
 from 8/1/2023 to 8/31/2023

Check	Payee ID	Payee Name	Reference	Subs	Check Date	Cancel Date	Type	Status	Check Amount
99 00003996	N9900015	Continental Sales	JULY2023	OH	08/11/2023		MW	IS	435.25
99 00003997	N9900004	DRIFTWOOD DAIRY	JULY2023	OH	08/11/2023		MW	IS	391.75
99 00003998	N9900007	GOLD STAR FOODS	JULY2023	OH	08/11/2023		MW	IS	27.28
99 00003999	N9900008	HEARTLAND PAYMENT SYSTEMS INC.	HSSREC027058	OH	08/11/2023		MW	IS	9,249.00
99 00004000	F9900045	LADY BUGS ENVIRONMENTAL TERMIT	150908	OH	08/11/2023		MW	IS	55.00
99 00004001	N9900009	P & R PAPER SUPPLY COMPANY	JULY2023	OH	08/11/2023		MW	IS	1,836.34
99 00004002	N9900010	SAN MATEO-FOSTER CITY SCHOOL	SC230388	OH	08/11/2023		MW	IS	330.59
99 00004003	F9900011	BEST LAWNMOWER INC.	108730	OH	08/14/2023		MW	IS	206.65
99 00004004	V9903435	Brightly Software Inc.	INV-216883	OH	08/14/2023		MW	IS	6,292.78
99 00004005	V9903376	GoTo Communications Inc.	INV7102180866	OH	08/14/2023		MW	IS	9,359.40
99 00004006	V9903227	GRUETT TREE COMPANY	68865	OH	08/14/2023		MW	IS	6,825.00
99 00004007	V9903655	KnowBe4	INV255027	OH	08/14/2023		MW	IS	4,472.00
99 00004008	V9900137	ORANGE COUNTY SCHOOL BOARD ASS	09292023	OH	08/14/2023		MW	IS	250.00
99 00004009	V9900142	POWER SCHOOL GROUP LLC	355582	OH	08/14/2023		MW	IS	1,157.52
99 00004010	F9900059	THE HOME DEPOT PRO INSTITUTION	757502414	OH	08/14/2023		MW	IS	2,468.76
99 00004011	F9900066	UNITED RENTALS (NORTH AMERICA)	220456972-002	OH	08/14/2023		MW	IS	4,089.99
99 00004012	U9900010	WARE DISPOSAL	1291182	OH	08/14/2023		MW	IS	5,354.39
99 00004013	F9900015	CANNINGS HARDWARE LA HABRA	496759	OH	08/15/2023		MW	IS	138.54
99 00004014	F9900033	GLASBY MAINTENANCE SUPPLY	335230A	OH	08/15/2023		MW	IS	9,922.71
99 00004015	F9900047	LOWES	902495-LJGELR	OH	08/15/2023		MW	IS	200.25
99 00004016	U9900008	T-MOBILE	0705080323	OH	08/15/2023		MW	IS	75.00
99 00004017	V9903321	ADDICTION TREATMENT TECHNOLOGI	2023-11374	OH	08/16/2023		MW	IS	7,750.00
99 00004018	V9900060	DOCUMENT TRACKING SERVICES	6476617	OH	08/16/2023		MW	IS	5,945.00
99 00004019	V9900084	Houghton Mifflin Harcourt	955855588	OH	08/16/2023		MW	IS	54,796.97
99 00004020	V9903660	NATIONAL ASSOCIATION FOR MUSIC	000573098	OH	08/16/2023		MW	IS	155.00
99 00004021	V9903649	Pathful	1590	OH	08/16/2023		MW	IS	5,500.00
99 00004022	F9900014	BUG FLIP	67697	OH	08/17/2023		MW	IS	1,850.00
99 00004023	V9900033	CALIFORNIA SCHOOL BOARDS ASSOC	INV67187-K6K3F3	OH	08/17/2023		MW	IS	19,359.00
99 00004024	F9900019	CITY OF LA HABRA	LH23-542AR	OH	08/17/2023		MW	IS	2,485.44
99 00004025	V9900038	COALITION FOR ADEQUATE SCHOOL	300002226	OH	08/17/2023		MW	IS	543.00
99 00004026	F9900038	ICS SERVICE COMPANY	37855	OH	08/17/2023		MW	IS	616.75
99 00004027	E9900084	JIM COOMBS	EXPENSES84-814	OH	08/17/2023		MW	IS	889.13
99 00004028	V9903316	NAPA AUTO PARTS	438193	OH	08/17/2023		MW	IS	89.68
99 00004029	F9900019	CITY OF LA HABRA	LH23-542AR	OH	08/17/2023		MW	IS	68.68

LOWELL JOINT SD
Consolidated Check Register
 from 8/1/2023 to 8/31/2023

Check	Payee ID	Payee Name	Reference	Subs	Check Date	Cancel Date	Type	Status	Check Amount
99 00004030	V9903641	Didi Hirsch Mental Health Serv	23-0524A	OH	08/18/2023		MW	IS	750.00
99 00004031	V9903607	RANCHO STARBUCK PTA	RS PTA	OH	08/18/2023		MW	IS	236.12
99 00004032	V9900151	RAPTOR	52799	OH	08/18/2023		MW	IS	3,750.00
99 00004033	V9900153	READ NATURALLY	261495	OH	08/18/2023		MW	IS	348.00
99 00004034	V9900163	ROCHESTER 100 INC.	INV056332	OH	08/18/2023		MW	IS	435.00
99 00004035	I9900011	TRINIDAD, GINA	T99R0106/8-15-23	OH	08/18/2023		MW	IS	1,854.12
99 00004036	V9903597	WHITTIER AREA COMMUNITY CHURCH	02-8/14/2023 BAL	OH	08/18/2023		MW	IS	500.00
99 00004037	I9900006	DEBRA AMOS dba FEEDING DREAMS	23-07	OH	08/18/2023		MW	IS	1,500.00
99 00004038	V9900015	APPLE INC.	MA09951884	OH	08/21/2023		MW	IS	1,213.45
99 00004039	V9903362	DELL MARKETING L.P.	10684351071	OH	08/21/2023		MW	IS	1,919.17
99 00004040	U9900002	FRONTIER	081090923	OH	08/21/2023		MW	IS	31.83
99 00004041	V9903420	Granite Telecommunications LLC	610914719	OH	08/21/2023		MW	IS	1,523.70
99 00004042	U9900004	SOUTHERN CALIFORNIA EDISON	0713081023	OH	08/21/2023		MW	IS	15,715.33
99 00004043	U9900005	SOUTHERN CALIFORNIA GAS CO	0710080823	OH	08/21/2023		MW	IS	158.50
99 00004044	U9900006	SUBURBAN WATER SYSTEMS	181003657948	OH	08/21/2023		MW	IS	14,040.91
99 00004045	V9900020	ATKINSON ANDELSON LOYA RUUD &	688624-JULY	OH	08/22/2023		MW	IS	11,408.80
99 00004046	V9900056	DELTA DENTAL OF CALIFORNIA	BE005628180-AUG	OH	08/22/2023		MW	IS	2,786.92
99 00004047	V9900009	AERIES SOFTWARE	MS-9490	OH	08/23/2023		MW	IS	20,254.08
99 00004048	V9900053	DATA IMPRESSIONS	22926-IN	OH	08/23/2023		MW	IS	39,349.20
99 00004049	V9900072	FIRST BUSINESS MACHINES INC.	250312	OH	08/23/2023		MW	IS	39,751.05
99 00004050	V9900072	FIRST BUSINESS MACHINES INC.	250311	OH	08/23/2023		MW	IS	1,819.13
99 00004051	E9900220	ALISON GARDNER	EXPENSE-872023	OH	08/24/2023		MW	IS	195.57
99 00004052	V9903653	ART SPECIALISTS INC	1748	OH	08/24/2023		MW	IS	4,801.01
99 00004053	V9900006	ASSOCIATION OF CALIF. SCHOOL A	23/24 DUES	OH	08/24/2023		MW	IS	1,933.68
99 00004054	F9900014	BUG FLIP	66686MNL ACR	OH	08/24/2023		MW	IS	330.00
99 00004055	V9900032	CALIFORNIA LEAGUE OF SCHOOLS	STW23-JACKSON	OH	08/24/2023		MW	IS	395.00
99 00004056	V9903220	CANELA SOFTWARE	11273	OH	08/24/2023		MW	IS	330.00
99 00004057	V9900034	CASBO	200404	OH	08/24/2023		MW	IS	3,500.00
99 00004058	F9900018	CINTAS FIRE PROTECTION	OF19666229	OH	08/24/2023		MW	IS	3,747.20
99 00004059	V9900042	COMPLETE BUSINESS SYSTEMS	166560	OH	08/24/2023		MW	IS	4,312.92
99 00004060	V9900052	DASH MEDICAL GLOVES	INV127866	OH	08/24/2023		MW	IS	851.94
99 00004061	V9900087	IMAGE APPAREL FOR BUSINESS	INV309185	OH	08/24/2023		MW	IS	8,509.35
99 00004062	E9900084	JIM COOMBS	EXPENSES	OH	08/24/2023		MW	IS	453.84
99 00004063	E9900115	KRISTA VAN HOOGMOED	07242023	OH	08/24/2023		MW	IS	430.32

LOWELL JOINT SD
Consolidated Check Register
 from 8/1/2023 to 8/31/2023

Check	Payee ID	Payee Name	Reference	Subs	Check Date	Cancel Date	Type	Status	Check Amount
99 00004064	E9900134	MARGARET PALMER	07112023	OH	08/24/2023		MW	IS	249.00
99 00004065	V9903644	SCHOOLPOSTERS.COM LLC	4608	OH	08/24/2023		MW	IS	182.19
99 00004066	E9900225	SELAH BAUTISTA	MILEAGE 728-8723	OH	08/24/2023		MW	IS	618.79
99 00004067	U9900004	SOUTHERN CALIFORNIA EDISON	0713081023A	OH	08/24/2023		MW	IS	7,827.82
99 00004068	U9900005	SOUTHERN CALIFORNIA GAS CO	0713081123	OH	08/24/2023		MW	IS	93.46
99 00004069	V9903425	SPORTS JACKETS UNLIMITED	5579	OH	08/24/2023		MW	IS	1,025.33
99 00004070	V9900182	STARFALL EDUCATION FOUNDATION	3704-6669-0049	OH	08/24/2023		MW	IS	70.00
99 00004071	V9900197	TOOLS4EVER	17969-JULY	OH	08/24/2023		MW	IS	1,822.20
99 00004072	E9900139	MARY BRIMMAGE	M.BRIMM_REIMB	OH	08/24/2023		MW	IS	449.79
99 00004073	F9900014	BUG FLIP	67992	OH	08/25/2023		MW	IS	625.00
99 00004074	F9900018	CINTAS FIRE PROTECTION	OF19666231	OH	08/25/2023		MW	IS	3,228.96
99 00004075	F9900039	IMPERIAL SPRINKLER SUPPLY	0011677402-002	OH	08/25/2023		MW	IS	2,232.84
99 00004076	I9900016	PAUL LUNA / LUNA INK	0767	OH	08/25/2023		MW	IS	456.00
99 00004077	V9900024	BEARCOM	5599090	OH	08/25/2023		MW	IS	689.04
99 00004078	V9903236	ORBIT EVENT RENTALS	51634	OH	08/25/2023		MW	IS	36,250.62
99 00004079	U9900001	CITY OF LA HABRA WATER DEPARTM	0705081023	OH	08/30/2023		MW	IS	833.33
99 00004080	U9900005	SOUTHERN CALIFORNIA GAS CO	0719081723	OH	08/30/2023		MW	IS	88.61
99 00004081	U9900009	VERIZON WIRELESS-LA	9942184164	OH	08/30/2023		MW	IS	635.45
99 00004082	U9900004	SOUTHERN CALIFORNIA EDISON	0721082023	OH	08/31/2023		MW	IS	12,410.85
99 00004083	U9900005	SOUTHERN CALIFORNIA GAS CO	0720081823	OH	08/31/2023		MW	IS	66.81
99 00004084	U9900008	T-MOBILE	0721082023	OH	08/31/2023		MW	IS	164.24
99 00004085	U9900004	SOUTHERN CALIFORNIA EDISON	7590506352	OH	08/31/2023		MW	IS	936.80

Issued: 662,496.72
99 Bank Total: 662,496.72

Grand Total: 662,496.72

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Employer-Employee Relations/Personnel Report 2023/2024 #3 Which Includes Hiring, Resignations, Contract Adjustments, and Retirements for Certificated, Classified, and Confidential Employees
ACTION/
(RATIFICATION)

The attached Employer-Employee Relations/Personnel Report 2023/2024 #3, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees has been completed without irregularities and in compliance with the law, District policy, administrative regulations, rules, procedures, and direction of the supervisor and all information has been fully disclosed.

It is recommended that Employer-Employee Relations/Personnel Report 2023/2024 #3, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees, be ratified.

Attachment

JC/me

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
EMPLOYER-EMPLOYEE RELATIONS/PERSONNEL REPORT 2023/24 #3

October 2, 2023

I. CERTIFICATED EMPLOYEES

A. CERTIFICATED SALARIES 2023-2024 **

NAME	<u>EFFECTIVE DATE</u>	END DATE	SITE	COMMENTS
Cazares, Ariana	08/14/2023	05/31/2024	RS	Class 5 / Step 11. Correction of EER #11 2022-2023
Cazares, Ariana	08/15/2022	06/02/2023	RS	Class 5 / Step 10. Correction of EER #11 2021-2022
McNeff, Michelle	08/14/2023	05/31/2024	EP	Class 5 / Step 6. Correction of EER #11 2022-2023

B. DISTRICT OFFICE 2023-2024**

NAME	<u>EFFECTIVE DATE</u>	END DATE	SITE	COMMENTS
McReynolds, Christina	10/16/2023	Column 7	DO	Board Certified Behavioral Analyst, Probationary Year 1

C. RESIGNATION

NAME	<u>EFFECTIVE DATE</u>	SITE	COMMENTS
Salinas, Melissa	10/06/2023	DO	Board of Trustees Board Member

D. 2023/2024 Stipends

NAME	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	SITE	COMMENTS
Marquez, Francisco	08/14/2023	05/29/2024	RS	To be paid a total of \$700.00 monthly, not to exceed \$1400.00 for the 2023/24 school year, for Coaching After-School Sports – Volleyball and Basketball Monies to be paid from Rancho Starbuck Athletic account.
Artukovich, Nick	08/14/2023	05/29/2024	MO	To be paid a total of \$700.00 monthly, not to exceed \$2100.00 for the 2023/24 school year, for Coaching After-School Sports – Basketball and Football. Monies to be paid from Rancho Starbuck Athletic account.
Oke, Melissa	08/14/2023	05/29/2024	RS	To be paid a total of \$700.00 monthly, not to exceed \$1400.00 for the 2023/24 school year, for Coaching After-School Sports – Cross Country. Monies to be paid from the Rancho Starbuck Athletic account.

Anderson, Ryan	08/14/2023	05/29/2024	RS	To be paid a total of \$700.00 monthly, not to exceed \$2100.00 for the 2023/24 school year, for Coaching After-School Sports – basketball, football and soccer. Monies to be paid from the Rancho Starbuck Athletic account.
Haro-Banuelos, Byanka	08/14/2023	05/29/2024	JO	To be paid Master Teacher stipend \$200 for Spring 2023 Term. Check from San Diego State University

* It is further recommended that these individuals be approved for substitute teaching at the rate of \$200.00 per day and/or \$50.00 an hour rate (not to exceed six hours) as applicable and to include: Professional Development, Saturday School, Site Support Duties, Intervention, and PowerSource, Power Up, ESY

**It is further recommended that the individuals listed in Certificated Salaries for 2023-2024 is approved to instruct in the Intervention Programs. The rate of pay is \$50.00/hour and will be paid from Title I or LCFF Supplemental Grant Funds.

**It is further recommended that individuals listed in Certificated Salaries for 2023-2024 serve as home school teachers, if needed, for the 2023-2024 school year at a rate of \$50.00/hour, not to exceed five hours per week, per student. Mileage will be paid at the IRS Standard Mileage Rate for the 2023-2024 school year.

E. Employment of substitutes effective 07/01/2023 for the 2023-2024 school year @ \$200 per day and \$100.00 per half day rate, \$250.00 long term sub rate, and \$50.00 per hour* (not to exceed six hours) as applicable and to include: professional development, Saturday school, site support duties, Saturday School. Intervention, PowerUp, ESY and Power Source.

Ibarra, Silvia	Wilson, Anna	Garcia, Marissa	Medina, Jasmin
Contreras Ramirez, Fatima	Guerrero Sanchez, Carolina	Orozco, Angelina	

F. SUBSTITUTE CHANGE OF PAY

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENT
Kjer, Kevin	08/14/2023	05/29/2024	DO	To be paid special long term rate \$250, three days a week, for P.E. Macy program.

II. CLASSIFIED EMPLOYEES October 2, 2023

A. MONTHLY – GENERAL FUND

B. HOURLY – GENERAL FUND

<u>NAME/ EMPLOYEE ID#</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>RANGE/ STEP</u>	<u>SITE</u>	<u>COMMENTS</u>
Alvarez, Michelle	9/26/23			DO	New Hire: Substitute Noon Duty Aide
Andrade, Roxana	9/26/23			DO	New Hire: Substitute Noon Duty Aide
Burch, Donna	9/21/23		R7/S7	EP	Promotion: Substitute Noon Duty Aide to permanent Cafeteria Worker

Carmona Osorio, Diego	9/25/23		R27/S5	M&O	Promotion: Night Custodian to Utility Worker
Garcia, Hector	9/25/23		R27/S7	M&O	Promotion: Groundskeeper to Utility Worker
Garcia, Ramiro	9/25/23		R27/S5	M&O	Promotion: From substitute Custodian to permanent Utility Worker
Litke Charman, Lauren	9/26/23		R14/S3	MA	New Hire: Instructional Aide RSP
Lopez, Christina	8/1/23	6/30/24		DO	Stipend for Special Programs Preschool Development, to be paid \$250.00/monthly, NTE \$2750, to be paid from fund 12 CSPP State Preschool funding.
Morgan, Diane	9/22/23			OL	Longevity Increase: 20 years Instructional Aide SE/Mod
Palmer, Mary	9/1/23			RS	Longevity Increase: 25 years Instructional Aide RSP
Pullen, Darleen	9/1/23			MG	Longevity Increase: 25 years Instructional Aide RSP
Soto, Marco	9/4/23			M&O	Termination: On probation from Groundskeeper
Soto, Marco	9/5/23			M&O	Change of Assignment: To substitute Custodian
Soto, Marco	9/5/23			M&O	Additional Assignment: Substitute Utility Worker
Vasquez, Randi	9/21/23		R17/S7	DO	Step Increase: Systems Aide

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Agreement with the Orange County
Department of Education to provide Professional
Development on November 1, 2023

ACTION

Arrangements have been made with Orange County Department of Education to provide Professional Development on November 1, 2023 to approximately 30 teachers during two breakout sessions. Participants will be trained in gifted strategies using the California GATE Standards and will learn and proactively plan for the academic, behavioral and social emotional needs of students who are gifted. The cost of the training will not exceed \$1,500.00 to be paid by Educator Effectiveness funds.

It is recommended that the Agreement with Orange County Department of Education to provide professional development on November 1, 2023 for a total not to exceed \$1,500.00 be approved and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Consultant Agreement with Hannah
Mangold to provide Dance and Theatre Workshop
Classes for Expanded Learning Opportunities Program
for the 2023/24 School Year

ACTION

PowerSource Expanded Learning Opportunities Program

Arrangements were made with Hannah Mangold to provide Dance and Theatre Workshop Classes for the 2023/24 school year. These dance/theatre classes are in response to stakeholder survey and request. These classes will be provided at Lowell Joint elementary sites when Lowell Joint Youth Theatre is not in production, as well as finish up PowerSource class sessions after the show concludes. Additionally these workshop classes could take place at El Portal's campus when Disney Musicals In Schools is not in production, on an as needed basis. This is in order to build continued engagement and excitement for theatre arts in Lowell Joint School District. Hannah Mangold's contract amount is \$25.00 per hour, not to exceed \$2,500.00. Funding for this expenditure will be covered by the 6762-Arts, Music, and Instructional Materials Discretionary One Time Block Grant and Fund 12 ELOP funds.

It is recommended that the consultant agreement for Hannah Mangold to be Dance and Theatre Workshop Class Teacher(s) for the PowerSource Expanded Learning for Lowell Joint School District during the 2023/24 school year, at an amount not to exceed \$2,500.00, to be paid by the 6762-Arts, Music, and Instructional Materials Discretionary One Time Block Grant and Fund 12 ELOP funds, be approved and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Consultant Agreement with Alan
Han to Provide Drumline Instruction at Rancho-
Starbuck Intermediate School for the 2023/24
School Year

ACTION

Arrangements have been made with Alan Han to provide drumline instruction for the 2023/24 school year at Rancho-Starbuck Intermediate School. Mr. Han's contract amount is not to exceed \$3,000.00 for the school year. Funding for this expenditure will be covered by Rancho-Starbuck's Band Account.

It is recommended that the consultant agreement with Alan Han to provide drumline instruction during the 2023/24 school year at Rancho-Starbuck Intermediate School, at an amount not to exceed \$3,000.00, be approved and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Consultant Agreement with Alejandro Lopez Jr. to Provide Drumline Instruction at Rancho-Starbuck Intermediate School for the 2023/24 School Year ACTION

Arrangements have been made with Alejandro Lopez Jr. to provide drumline instruction for the 2023/24 school year at Rancho-Starbuck Intermediate School. Mr. Lopez' contract amount is not to exceed \$3,000.00 for the school year. Funding for this expenditure will be covered by Rancho-Starbuck's Band Funds.

It is recommended that the consultant agreement with Alejandro Lopez Jr. to provide drumline instruction during the 2023/24 school year at Rancho-Starbuck Intermediate School, at an amount not to exceed \$3,000.00, be approved, and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Consultant Agreement with Edward Mijares to Provide Drumline Instruction at Rancho-Starbuck Intermediate School for the 2023/24 School Year

ACTION

Arrangements have been made with Edward Mijares to provide drumline instruction for the 2023/24 school year at Rancho-Starbuck Intermediate School. Mr. Mijares' contract amount is not to exceed \$6,000.00 for the school year. Funding for this expenditure will be covered by Rancho-Starbuck's Band Funds.

It is recommended that the consultant agreement with Edward Mijares to provide drumline instruction during the 2023/24 school year at Rancho-Starbuck Intermediate School, at an amount not to exceed \$6,000.00, be approved, and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Consultant Agreement with RMH
Dance & Productions to Provide Audio Equipment
Services for Lowell Joint Youth Theatre Lion King
Shows during the 2023/2024 School Year

ACTION

Arrangements have been made with RMH Dance & Productions to provide Audio Services for the Lowell Joint Youth Theatre Lion King Shows at Jordan and Olita schools on October 13, 14, 15, 2023, at a cost not to exceed \$ 5,500.00. Funding for this expenditure will be covered by Art, Music, and Instructional Materials Block Grant.

It is recommended that the consultant agreement with RMH Dance & Productions to provide Audio Services for the Theatre Lion King Shows at Jordan and Olita schools on October 13, 14, 15, 2023 be approved and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED.

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LOWELL JOINT SCHOOL DISTRICT
October 2, 2023

To: President Shaw and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Consultant Agreement with Isabel
Araiza to Provide Drumline Instruction at
Rancho-Starbuck Intermediate School for the
2023/24 School Year

ACTION

Arrangements have been made with Isabel Araiza to provide drumline instruction for the 2023/24 school year at Rancho-Starbuck Intermediate School. Ms. Araiza's contract amount is not to exceed \$3,000.00 for the school year. Funding for this expenditure will be covered by Rancho-Starbuck's Band Funds.

It is recommended that the consultant agreement with Isabel Araiza to provide drumline instruction during the 2023/24 school year at Rancho-Starbuck Intermediate School, at an amount not to exceed \$3,000.00, be approved and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED.