

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

REGULAR MEETING OF THE BOARD OF TRUSTEES
March 4, 2019 – 7:30 p.m.

AGENDA

- I. Call to Order 6:30 p.m.
- 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.
- B. Closed Session – 6:30 p.m.
1. Advice From Legal Counsel – Existing and Anticipated Litigation (Disclosure of Case Name Would Jeopardize Potential Settlement Negotiations): 1 Case
2. Public Employee Discipline – Dismissal – Release (Government Code §54957): 1 Case
3. Superintendent Evaluation
- 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 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 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 III.

- | | |
|---|-------------|
| E. Acknowledgement of Correspondence to the Board | INFORMATION |
| F. Approval of Agenda | ACTION |
| G. Approval of Minutes from the February 4, 2019, Board Meeting | ACTION |

III. Topics Not on the Agenda

IV. Reports INFORMATION

- A. Timely Information from Board and Superintendent – Board President
- B. School Reports
(School Reports will be the First Meeting of the Month)
- C. ACSA Every Student Succeeds Award
- D. Carol Shaw – Overlanders Trunk Presentation "Oregon Trail"

V. General – Jim Coombs, Superintendent of Schools

No Items Except on Consent Calendar

VI. Business Services – Andrea Reynolds

- A. Presentation of Second Interim Report 2018/19 INFORMATION/
ACTION
- B. Adoption of Debt Issuance and Management – Board Policy 3470 ACTION/
SECOND READING

VII. Human Resources – Jim Coombs

- A. Resolution 2018/19 No. 742 to Release and Non-Reelect ACTION/
(RESOLUTION)
- B. Resolution 2018/19 No. 743 to Release from Administrative Position ACTION/
(RESOLUTION)
- C. Approval of Memorandum of Understanding with the California School Employees Association Regarding Memorializing the District Increase of all Salary Schedules ACTION

VIII. Curriculum/Instruction – Sheri McDonald

- A. Approval of the Comprehensive School Safety Plan for 2018/19 School Year INFORMATION/
ACTION

IX. 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 to Accept Donations ACTION/
(RATIFICATION)
- 2. Approval of Consultant Agreement with Mr. Olabanji Oke to Provide After-School Coaching Services for the 2018/19 School Year ACTION

3. Approval of Memorandum of Understanding Between Special Olympics Southern California (SOSC) and Lowell Joint School District for the period of July 1, 2018 through June 30, 2019 ACTION/
(RATIFICATION)
 4. Approval of NIC Partners to Provide Wireless Access Points for the District ACTION
 5. Approval of Contract with the Los Angeles County Office of Education for Network Services and Support Educational Telecommunications and Technology for July 1, 2019, through June 30, 2022 ACTION/
(RATIFICATION)
 6. Approval of Agreement with *Albert J. Melaragno MD*, to provide signed authorizations for students who received speech and language services for the 2017/2018 school year. ACTION/
(RATIFICATION)
- B. Business Services – Andrea Reynolds
1. Purchase Order Report 2018/19 #8 ACTION/
(RATIFICATION)
 2. Warrant Listing Report 2018/19 #8 ACTION/
(RATIFICATION)
 3. Resolution 2018/19 SI 001 – SI 006 (7) for Budget Adjustment ACTION/
(RATIFICATION)
 4. Approval of Shortlist for Inspector of Record (IOR) Services District Wide ACTION
 5. Approval of Change Order No. 1 ACTION
 6. Approval of Shortlist for Geotechnical Soil Inspections and Material Testing Services ACTION
 7. Approval of Notice of Completion ACTION
 8. Approval to Delegate Authority to the Superintendent of Schools, or Designee, to Award Contracts for Construction and Modernization Projects Districtwide ACTION
- C. Human Resources – Jim Coombs

1. Employer-Employee Relations/Personnel Report 2018/19 #8 Which Includes Hiring, Resignations, Contract Adjustments, and Retirements for Certificated, Classified, and Confidential Employees ACTION/
(RATIFICATION)

D. Curriculum – Sheri McDonald

1. Approval of Agreement with UCLA Center for Healthier Children, Families and Communities and Lowell Joint School District for Provision of Services for the 2018/19 School Year ACTION

X. Adjournment INFORMATION

XI. Board Member/Superintendent Comments 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 April 1, 2019.

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

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
February 4, 2019

Call to Order	President Shackelford called the meeting to order at 6:30 p.m. at the District Office, 11019 Valley Home Avenue, Whittier
Topics Not on the Agenda	None.
Closed Meeting	President Shackelford declared the meeting recessed to closed session at 6:30 p.m.
Call to Order	President Shackelford reconvened the meeting to open session at 7:34 p.m. The flag salute was led by Jim Coombs, Superintendent of Schools. Anastasia M. Shackelford, Fred W. Schambeck, William A. Hinz, Melissa A. Salinas, and Karen L. Shaw. Trustees Absent: None. Jim Coombs, Superintendent of Schools, Sheri McDonald, Assistant Superintendent of Instruction, and Andrea Reynolds, Assistant Superintendent of Administrative Services.
Reporting out Action (if any) Taken in Closed Session	None.
Introduction / Welcome	President Shackelford welcomed all guests.
Acknowledgement of Correspondence	None.
Approval of Agenda	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the February 4, 2019, Board agenda.
Approval of Minutes	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the January 14, 2019, Regular Board Meeting
Topics Not on the Agenda	None.
Timely Information From the Board and Superintendent	Mr. Coombs announced that Mrs. Shackelford received the “Be Your Best” award from La Serna High School. This was an election of the students for the faculty.

Recognition of the John Greenleaf Whittier Chapter Daughters of the American Revolution Essay Contest Winners

Mr. Coombs introduced Luke Shaw, fifth grade student from El Portal Elementary School and Avery Hung, seventh grade student from Rancho Starbuck. Both students won the John Greenleaf Whittier Chapter Society Daughters of the American Revolution American History Essay Contest for their grade level. Mr. Shaw and Ms. Hung were awarded a Certificate of Outstanding Achievement by President Shackelford.

RECESS * * * *

Mrs. Shackelford declared a recess at 7:50 p.m. Mrs. Shackelford reopened the board meeting at 7:57 p.m.

School Reports

The Board of Trustees shared highlights of each school's activities for the month of January.

Resolution 2018/19 #740 of the Board of Trustees of the Lowell Joint School District Canvassing the Results of a General Obligation Bond Election Held on November 6, 2018

Resolution 2018/19 #740, Canvassing the Results of a General Obligation Bond Election Held on November 6, 2018, as attached, and that the Superintendent or designee be authorized to execute the necessary documents.

Resolution 2018/19 #741 of the Board of Trustees of the Lowell Joint School District Establishing a Citizens' Bond Oversight Committee

Adopted Resolution 2018/19 #741, Establishing a Citizens' Bond Oversight Committee, as attached, and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of Revision of 2018/19 Certificated, Classified and Unrepresented Salary Schedules Effective March 1, 2019, and AB1200 Report

Mr. Hinz asked that the Revision of 2018/19 Certificated, Classified and Unrepresented Salary Schedules Effective March 1, 2019, and AB1200 Report be a roll call vote, this was motioned, seconded, and approved (4-1) Ayes: Shackelford, Shambeck, Salinas, Shaw and Noes: Hinz, and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of the Amendment to the Assistant Superintendent of Instruction Contract Representing a Half Percent (.5%) Salary Increase at the 2018/19 Base Salary, Effective March 1, 2019

It was moved, seconded, and carried by unanimous vote (5 - 0) to approve the amendment to the Assistant Superintendent of Instruction contract representing a half percent (.5%) salary increase at the 2018/19 base salary, effective March 1, 2019, and authorized the Superintendent or designee to execute the necessary documents.

Public Hearing: Lowell Joint Education Association Initial Proposal for a Successor Agreement

Pursuant to the Educational Employment Relations Act, the Management of Lowell Joint School District submitted its initial bargaining proposal for sunshine, while retaining the right to bargain the entire contract, LJEA does plan to focus on Article 13- Working Environment, Article 14-Class Size, Article 15-Teaching Hours and Adjunct Duties, Article 23-Salaries and Salary Schedule, President Shackelford opened a Public Hearing at 8:20 p.m. and no public comments were received, the Public Hearing was closed at 8:22 p.m.

Adoption of Debt Issuance and Management – Board Policy 3470

Ms. Reynolds gave information and a first reading as the district updates current Board Policies and accompanying Administrative Regulations regarding Debt Issuance and Management – Board Policy 3470

2019/20 State Budget Update

Andrea Reynolds, Assistant Superintendent of Administrative Services, presented the Governor’s 2019/20 State Budget Update. Ms. Reynolds shared that the Second Interim will be presented at the March 4 Board Meeting, then the we will see what updates are made to the state budget for the May Revise and the approvals of the state and district budgets in June.

Approval of Assistant Superintendent of Facilities and Operations Job Description

It was moved, seconded, and carried by unanimous vote (5 – 0) to approve the Assistant Superintendent of Facilities and Operations Job Description, as attached, and added to the classified management salary schedule, and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of Schoolwide Title I Programs for Meadow Green Elementary School

Dr. McDonald shared that Meadow Green Elementary Schools has been operating as Targeted Assistance Program under Title I, which only allows funds to be expended on identified Title I students.

It was moved, seconded, and carried by unanimous vote (5 – 0) to identify Meadow Green as a Schoolwide Title I Program, allowing funds to be distributed for the benefit of all students, and authorized the Superintendent or designee to execute the necessary documents.

Low Performing Student Block Grant

The Low Performing Student Block Grant authorized under Education Code Title 2, Division 3, Part 24, Chapter 3.2, Section 41570 to eligible districts for students identified as low-performing on state English language arts or mathematics assessments and who are not otherwise identified for supplemental grant funding under the LCFF or eligible for special education services.

Funds are allocated on the basis of an equal amount per qualified student of \$ 1,976.02. For Lowell Joint School District, the allocation is \$ 270,715.

As a condition of receiving Low Performing Student Block Grant funds, the District is required to:

- Develop and adopt a plan delineating how funds allocated pursuant to this section will be spent. The plan must be discussed and adopted by the governing board of the school district and submitted to the state by March 1, 2019.

This plan is intended to address identified needs within the District. As such, actions will be developed within the LCAP to meet District Goals and State Priorities that align with the criteria for the Low Performing Student Block Grant.

It was moved, seconded, and carried by unanimous vote (5 – 0) to approve Low Performing Student Block Grant, and that the Superintendent or designee be authorized to execute the necessary documents.

Consent Calendar

Mr. Schambeck asked that the Approval of Agreement with *Kathryn Grace Haas, Occupational Therapy for All Generations*, a Nonpublic Nonsectarian Agency, to Provide Occupational Therapy Services for select district students for the 2018/2019 School Year be removed from the consent calendar and asked for a roll call vote.

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

Approval of Agreement with *Kathryn Grace Haas, Occupational Therapy for All Generations*, a Nonpublic Nonsectarian Agency, to Provide Occupational Therapy Services for select district students for the 2018/2019 School Year

Mr. Schambeck asked that the Approval of Agreement with *Kathryn Grace Haas, Occupational Therapy for All Generations*, a Nonpublic Nonsectarian Agency, to Provide Occupational Therapy Services for select district students for the 2018/2019 School Year be removed from the consent calendar and asked for a roll call vote, the agreement with Kathryn Grace Haas, Occupational Therapy for All Generations, a nonpublic nonsectarian agency, to provide Occupational Therapy Services for select district students for the 2018/2019 school year, at the rate of \$5,000.00, not to exceed \$5,000.00 to be paid for with Medi-Cal Funds, was motioned, seconded, and approved (5-0), Ayes: Shackelford, Shambeck, Hinz, Salinas, Shaw and Noes: none, and that the Superintendent or designee be authorized to execute the necessary documents.

Purchase Order Report 2018/19 #7

Approved Purchase Order Report 2018/19 #7 which lists all purchase orders issued December 10, 2018 through January 16, 2019.

Warrant Listing Report 2018/19 #7

Approved Warrant Listing Report 2018/19 #7 which lists all purchase orders issued December 10, 2018 through January 16, 2019.

Employer-Employee Relations/Personnel Report 2018/19 #7

Ratified Employer-Employee Relations/Personnel Report 2018/19 #7, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees

Approval of Consultant Agreement with Eileen Russell to Assist with Intramural Sports at Olita Elementary School for the 2018/19 School Year

Approved the consultant agreement with Eileen Russell to Assist with Intramural Sports at Olita Elementary School for the 2018/19 school year, at an hourly rate of \$25.00, and not exceed \$2,000.00, and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of Agreement #11175 with Inside the Outdoors Field Program, Orange County

Approved the contract with Inside the Outdoors, Orange County Department of Education, to provide a field trip to Rancho Sonado for the fifth-grade students of Macy Elementary School on March 20, 2019, and that the Superintendent or designee be authorized to execute the necessary documents

Department of Education,
to Provide a field trip to
Rancho Sonado for the 5th
Grade Students of Macy
Elementary School

Board
Member/Superintendent
Comments

Mrs. Shackelford announced that her son was offered a scholarship to play softball at the University of Arizona.

Mr. Coombs mentioned the upcoming Lowell Joint Faces of Freedom Theater Production.

Adjournment

President Shackelford declared the meeting adjourned at 9:00 p.m. in accordance with the 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

RESOLUTION NO. 740

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT UNION SCHOOL DISTRICT DECLARING
RESULTS AND CERTIFYING PROCEEDINGS OF SCHOOL
BOND ELECTION HELD NOVEMBER 6, 2018**

WHEREAS, at a meeting duly called and held on June 21, 2018, this Board of Trustees (the "Board") of the Lowell Joint Union School District (the "District") duly adopted a resolution (the "Resolution Ordering School Bond Election") ordering an election be held on November 6, 2018, on the question of authorizing the issuance of bonds of the District in the aggregate principal amount of \$48,000,000; and

WHEREAS, the Superintendent of Schools of the County of Los Angeles has jurisdiction over the District; and

WHEREAS, on or before August 10, 2018, being no fewer than 88 days before the date of said bond election, this Board caused to be delivered to (i) the Registrar of Voters of the County of Los Angeles, (ii) the Registrar of Voters of the County of Orange, and (iii) the Clerk of the Board of Supervisors of the County of Los Angeles, one or more certified copies of the Resolution Ordering School Bond Election, containing specifications of the election order; and

WHEREAS, within the Resolution Ordering School Bond Election, this Board requested the consolidation of said bond election with such other elections as may be held on the same date in territory partly or wholly the same; and

WHEREAS, on the date of said election, November 6, 2018, a statewide general election was conducted throughout the District, and the District's school bond measure (the "Measure") was submitted to the electors of the District; and

WHEREAS, the Registrar of Voters of the County of Los Angeles and the Registrar of Voters of the County of Orange have submitted to this Board their respective certified statement of the votes cast in said bond election in each county, showing the votes cast for and against the Measure (the "Statements of Election Results");

WHEREAS, pursuant to Sections 15278 *et seq.* of the California Education Code (the "Education Code"), the Board shall establish and appoint an independent citizens' oversight committee (the "Committee"), the purpose of which shall be to inform the public concerning the expenditure of proceeds from the bonds approved under the Measure;

WHEREAS, the Board wishes to establish policies and procedures to guide the operation of the Committee (the "Procedures");

NOW, THEREFORE, the Board of Trustees of the Lowell Joint Union School District, does hereby find, resolve, determine and order, as follows:

1. All of the above recitals are true.

2. The Statements of Election Results, each certified by the Registrar of Voters of the County of Los Angeles and the Registrar of Voters of the County of Orange, is hereby received, confirmed, approved and entered upon the minutes of this meeting.
3. It appears from the Statements of Election Results that at least 55% of all the votes cast at the election on the Measure were in favor of the Measure, and this Board hereby declares the Measure approved.
4. All proceedings had in the premises by this Board and the officers of the District with respect to the election on the Measure are hereby certified by this Board to the Board of Supervisors of the County of Los Angeles.
5. The Clerk of this Board is hereby directed to deliver a copy of this Resolution certified as to its due adoption, together with a copy of the certified Statement of Election Results, to the Superintendent of Schools of the County of Los Angeles, and such documents together shall constitute and be deemed the report required by Education Code Section 15111.
6. The Superintendent of Schools of the County of Los Angeles is hereby requested to send a copy of the Statement of Election Results to the Board of Supervisors of the County of Los Angeles, in accordance with Education Code Section 15124.
7. The Clerk of this Board is hereby directed to file a certified copy of this Resolution with the Board of Supervisors of the County of Los Angeles.
8. The Procedures, a copy of which is attached hereto as Exhibit A, are hereby approved.
9. The Committee shall have the specific purposes and be operated in the manner required by the Procedures; as such Procedures may be amended from time to time in accordance therewith.

APPROVED AND ADOPTED this 4TH day, February, 2019, by the following vote:

AYES: Anastasia Shackelford, Fred Schambeck, William Hinz, Melissa Salinas, Karen Shaw

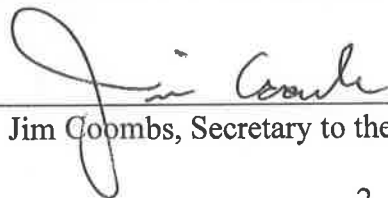
NOES: None

ABSTAIN: None

ABSENT: 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 4th day of February, 2019, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 4th day of February 2019.



Jim Coombs, Secretary to the Board of Trustees



Los Angeles County Registrar-Recorder/County Clerk

DEAN C. LOGAN
Registrar-Recorder/County Clerk

November 30, 2018

Mr. Jim Coombs, Superintendent
Lowell Joint School District
11019 Valley Home Avenue
Whittier, California 90603

Dear Mr. Coombs:

Enclosed are the Official Canvass Certificate and the Official Statement of Votes Cast by precinct for the Lowell Joint School District Election consolidated with the General Election on November 6, 2018.

For your information, pursuant to Section 15401 of the Elections Code, a Certificate of Election was prepared and sent to each successful candidate.

Please call the Election Planning Section at (562) 462-2317, if you have any questions.

Sincerely,

DEAN C. LOGAN
Registrar-Recorder/County Clerk

LATICIA MCCORKLE, Assistant Division Manager
Election Information and Preparation Division

c: Mr. Neal Kelley, Orange County Registrar of Voters

Enclosures
Canvass Certificate
Official Statement of Votes Cast

Los Angeles County
Registrar-Recorder/County Clerk

Certificate of the Canvass of the Election Returns

I, **DEAN C. LOGAN**, Registrar-Recorder/County Clerk of the County of Los Angeles, of the State of California, **DO HEREBY CERTIFY** that pursuant to the provisions of Section 15300 et seq. of the California Elections Code, I did canvass the returns of the votes cast for each elective office and/or measure(s) for

Lowell Joint School District

at the General Election, held on the 6th day of November 2018.

I FURTHER CERTIFY that the Statement of Votes Cast, to which this certificate is attached, shows the total number of ballots cast in said jurisdiction, and that the whole number of votes cast for each candidate and/or measure(s) in said jurisdiction in each of the respective precincts therein, and the totals of the respective columns and the totals as shown for each candidate and/or measure(s) are full, true and correct.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal this
30th day of November 2018.



Dean Logan
DEAN C. LOGAN
Registrar-Recorder/County Clerk
County of Los Angeles



NEAL KELLEY
Registrar of Voters

REGISTRAR OF VOTERS
1300 South Grand Avenue, Bldg. C
Santa Ana, California 92705
(714) 567-7600
FAX (714) 567-7627
ocvote.com

Mailing Address:
P.O. Box 11298
Santa Ana, California 92711

December 5, 2018

Dear Superintendent:

We are enclosing the Certification of the Statement of the Vote, a copy of the Abstract of Votes Cast for the election held in your District on November 6, 2018 and if applicable copy/copies of the Certificate of Appointment in lieu of election that was mailed to the unopposed candidate(s).

We are also enclosing Oath of Office forms and a copy/copies of the Certificates of Election that were mailed to the successful candidate(s) in your district. Please have each of the newly elected/appointed board members affirm and sign two copies of the oath. Retain one copy of the oath in your files and **mail the other signed copy to:**

County Clerk's Office
P.O. Box 238
Santa Ana, CA 92702

If you have any questions please contact me at (714) 567-7568.

Sincerely,

A handwritten signature in cursive script that reads "Marcia Nielsen".

Marcia Nielsen
Candidate and Voter Services Manager

Enclosures

CERTIFICATION OF
COUNTY CLERK/REGISTRAR OF VOTERS
OF THE RESULTS OF THE CANVASS
OF THE November 6, 2018,
GENERAL ELECTION

STATE OF CALIFORNIA

ss.

COUNTY OF ORANGE

I, Neal Kelley, County Clerk/Registrar of Voters of said county, do hereby certify that, in pursuance to the provisions of Elections Code Section 15300, et seq., I did canvass the results of the votes cast in the General Election held in said County on November 6, 2018, for measures and contests that were submitted to the vote of the voters, and that the Statement of Votes Cast, to which this certificate is attached is full, true, and correct.

I hereby set my hand and official seal this 30th day of November, 2018 at
the County of ORANGE.



Registrar of Voters
County of Orange
State of California

Orange County Statement of Votes

LL-Lowell Joint School District Bond Measure							
Precinct	Party Member Registration	Ballots Cast	Turnout	LL-Lowell Joint School District Bond Measure		Bonds - Yes	Bonds - No
17334	801	626	78.15%			395	203
17335	678	521	76.84%			313	176
Total	1479	1147				708	379

Early Voting Totals

Orange County Statement of Votes

District	Party Member Registration	Ballots Cast	Turnout	LL-Lowell Joint School District Bond Measure	Bonds - Yes	Bonds - No
LL-Lowell Joint School District Bond Measure						
55th Assembly District	7260	56	0.77%		40	13
County Board of Education Trustee Area 4	7260	56	0.77%		40	13
Fullerton Joint Union High School District	7260	56	0.77%		40	13
Lowell Joint School District (Or. Co. Portion)	7260	56	0.77%		40	13
Lowell Joint School District Trustee Area 1	2631	19	0.72%		14	5
Lowell Joint School District Trustee Area 2	678	3	0.44%		3	0
Municipal Water District of Orange County	7260	56	0.77%		40	13
North Orange County Community College Distr	7260	56	0.77%		40	13
North Orange County Community College Distr	7260	56	0.77%		40	13
Orange County	7260	56	0.77%		40	13
State Board of Equalization (4th District)	7260	56	0.77%		40	13
Totals:	7260	56	0.77%		40	13

Vote-by-Mail Totals

Orange County Statement of Votes

LL-Lowell Joint School District Bond Measure							
District	Party Member Registration	Ballots Cast	Turnout	LL-Lowell Joint School District Bond Measure		Bonds - Yes	Bonds - No
55th Assembly District	7260	2801	38.58%			1747	891
County Board of Education Trustee Area 4	7260	2801	38.58%			1747	891
Fullerton Joint Union High School District	7260	2801	38.58%			1747	891
Fullerton Joint Union High School District Trustee Area 1	7260	2801	38.58%			1747	891
Fullerton Joint Union High School District Trustee Area 2	7260	2801	38.58%			1747	891
Fullerton Joint Union High School District Trustee Area 3	7260	2801	38.58%			1747	891
Lowell Joint School District (Or. Co. Portion)	7260	2801	38.58%			1747	891
Lowell Joint School District Trustee Area 1	2631	929	35.31%			604	276
Lowell Joint School District Trustee Area 2	678	239	35.25%			137	85
Lowell Joint School District Trustee Area 3	7260	2801	38.58%			1747	891
Lowell Joint School District Trustee Area 4	7260	2801	38.58%			1747	891
Municipal Water District of Orange County	7260	2801	38.58%			1747	891
Municipal Water District of Orange County Div	7260	2801	38.58%			1747	891
North Orange County Community College Distr	7260	2801	38.58%			1747	891
North Orange County Community College Distr	7260	2801	38.58%			1747	891
Orange County	7260	2801	38.58%			1747	891
State Board of Equalization (4th District)	7260	2801	38.58%			1747	891
Totals:	7260	2801	38.58%			1747	891

Grand Totals

Orange County Statement of Votes

LL-Lowell Joint School District Bond Measure							
District	Party Member Registration	Ballots Cast	Turnout	LL-Lowell Joint School District Bond Measure		Bonds - Yes	Bonds - No
55th Assembly District	7260	5239	72.16%			3298	1596
County Board of Education Trustee Area 4	7260	5239	72.16%			3298	1596
Fullerton Joint Union High School District	7260	5239	72.16%			3298	1596
Fullerton Joint Union High School District Trustee Area 1	7260	5239	72.16%			3298	1596
Fullerton Joint Union High School District Trustee Area 2	7260	5239	72.16%			3298	1596
Fullerton Joint Union High School District Trustee Area 3	7260	5239	72.16%			3298	1596
Lowell Joint School District (Or. Co. Portion)	7260	5239	72.16%			3298	1596
Lowell Joint School District Trustee Area 1	2631	1900	72.22%			1252	563
Lowell Joint School District Trustee Area 2	678	521	76.84%			313	176
Lowell Joint School District Trustee Area 3	2451	1818	74.17%			1033	511
Lowell Joint School District Trustee Area 5	1571	1124	71.55%			589	359
Municipal Water District Of Orange County	7260	5239	72.16%			3298	1596
Municipal Water District of Orange County Div	7260	5239	72.16%			3298	1596
North Orange County Community College Distr	7260	5239	72.16%			3298	1596
North Orange County Community College Distr	7260	5239	72.16%			3298	1596
Orange County	7260	5239	72.16%			3298	1596
State Board of Equalization (4th District)	7260	5239	72.16%			3298	1596
Totals:	7260	5239	72.16%			3298	1596

**LOWELL JOINT SCHOOL DISTRICT
RESOLUTION 2018/19 NO. 741**

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT UNION SCHOOL DISTRICT
ESTABLISHING A CITIZENS' BOND OVERSIGHT
COMMITTEE**

WHEREAS, the Board of Trustees (the "Board") of the Lowell Joint School District (the "District") previously adopted a resolution requesting Los Angeles and Orange County (the "County") to call an election for general obligation bonds (the "Bond Election") to be held on November 6, 2018; and

WHEREAS, notice of the Bond Election was duly given and, on November 6, 2018, the Bond Election was duly held and conducted for the purpose of voting a measure for the issuance of bonds of the District in the amount of \$48,000,000 (the "Bond Measure");

WHEREAS, based on the statement of results from the County, more than fifty-five percent of the votes cast on the Bond Measure were in favor of issuing the aforementioned bonds; and

WHEREAS, section 15278 of the California Education Code provides that the governing board of a school district shall establish and appoint members to an independent citizens' oversight committee, within 60 days of the date that the governing board enters the election results on its minutes; and

WHEREAS, the Board wishes hereby to establish such independent citizens' bond oversight committee in connection with issuance of bonds under the Bond Measure and to approve bylaws (the "Bylaws") therefor; and

NOW, THEREFORE, it is hereby ORDERED and DETERMINED, as follows:

Section 1. Bond Election Results. The Board has entered the results of the Bond Election results on its minutes within 60 days of the date of this Resolution.

Section 2. Authorization. The Bond Measure was authorized pursuant to paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution and subdivision (b) of Section 18 of Article XVI of the California Constitution in accordance with the requirements of the Strict Accountability for Local School Construction Bonds Act of 2000 (the "Act").

Section 3. Establishment of Committee. An independent citizens' bond oversight committee (the "Committee") is hereby established for the purposes set forth in the Act.

Section 4. Bylaws. The Committee shall operate pursuant to the Board-approved Bylaws. The Committee shall have only those responsibilities granted to them in the Act and the Bylaws. The Bylaws, as submitted herewith and attached hereto, are hereby approved.

Section 5. Other Actions. Officers of the Board and members of the Committee established hereunder are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to give effect to and comply with the terms and intent of this Resolution. Such actions heretofore taken by such officers, officials, and staff are hereby ratified, confirmed and approved.

Section 6. Effective Date. This Resolution shall be effective upon adoption by the Board.

WHEREAS, the Board wishes to establish policies and procedures to guide the operation of the Committee (the "Procedures"); recommended that Resolution 2018/19 #741 Resolution of the Board of Trustees of the Lowell Joint School District Establishing a Citizens' Bond Oversight Committee be adopted, and that the Superintendent or designee be authorized to execute the necessary documents.

NOW, THEREFORE, the Board of Trustees of the Lowell Joint Union School District, does hereby find, resolve, determine and order, as follows:

APPROVED AND ADOPTED this 4th day of February, 2019, by the following vote:

AYES: Anastasia Shackelford, Fred Schambeck, William Hinz, Melissa Salinas, Karen Shaw

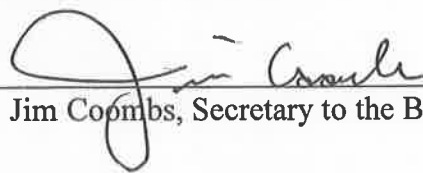
NOES: None

ABSTAIN: None

ABSENT: 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 4th day of February, 2019, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 4th day of February 2019.



Jim Coombs, Secretary to the Board of Trustees



**LOWELL JOINT SCHOOL DISTRICT
MEASURE LL CITIZENS' BOND OVERSIGHT COMMITTEE
Procedures – Policies - Guidelines
Board Adopted: February 4, 2019**

INTRODUCTION

Measure LL was approved by at least 55% of the voters of the Lowell Joint Union School District (the "District") pursuant to the provisions of the Strict Accountability in Local School Construction Bonds Act of 2000, codified at Sections 15264 and following of the Education Code. The Act requires the Board of Trustees of the District (the "Board") to appoint a Citizens' Oversight Committee (the "Committee") after the successful bond election.

Legal authority for formation and duties of the Committee is found in Sections 15264 and 15278 to 15282 of the Education Code. The purpose of these Procedures, Policies and Guidelines is to direct the formation and actions of the Committee by reference to the statutory requirements. Where the statutory direction is insufficiently specific, the Board has furnished missing details. In addition, the Board sets forth below its expectations, suggestions, and desires for the operations of the Committee. (All references below to the provisions of law are to the Education Code of the State of California, unless otherwise specified in context. Board directions, policies, and guidelines are indicated below.

I. Establishment

The Board is required to appoint members to an independent citizens' oversight committee as a result of the passage of Measure LL at the election conducted on November 6, 2018. *Educ. Code §15278(a)*.

II. Purpose

A. Statutory Purposes. The Committee is charged by statute with the following purposes:

1. To alert the public to any waste or improper expenditure of school construction bond money. *Educ. Code §15264(c)*.
2. To inform the public concerning the expenditure of bond revenues. *Educ. Code §15278(b)*.
3. Ensuring that bond revenues are expended only for the purposes described in the Constitution; that is, for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities. *Calif. Const. art. XIII A, §1(b)(3); Educ. Code §15278(b)(1)*.

4. Ensuring that no funds are used for any teacher or administrative salaries or regular school operating expenses. *Calif. Const. art. XIII A, §1(b)(3)(A); Educ. Code §15278(b)(2).*

B. Role of Committee vis-à-vis Board.

1. As the legally elected representative of the voters, the Board, on the advice of the Superintendent, must make all decisions relating to how bond funds are spent, how bond projects are configured, the cost, priority and timeline for completion of the various bond projects, and all other matters necessary in connection with the District's building program.
2. The Committee will need to refer to the text of Measure LL and the Bond Project List contained therein.

C. Duties of Committee.

1. Inform the Public. The Committee shall inform the public concerning the District's expenditure of bond proceeds. In fulfilling this duty, all official communications to either the Board or the public shall come from the Chair acting on behalf of the Committee. The Chair shall only release information that reflects the consensus view of the Committee.
2. Review Expenditures. The Committee shall review expenditures reports produced by the District to ensure that (a) bond proceeds were expended only for the purpose set forth in the Measure LL; and (b) no bond proceeds were used for any teacher or administrative salaries or other operating expenses.
3. Annual Report. The Committee shall present to the Board, in public session, an annual written report which shall include the following:
 - i. A statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1 (b)(3) of the California Constitution; and
 - ii. A summary of the Committee's proceedings and activities for the preceding year.
4. Duties of the Board and/or Superintendent. Either the Board or the Superintendent, as the Board shall determine, shall have the following powers reserved to it, and the Committee shall have no jurisdiction over the following types of activities:
 - (a) Approval of contracts,
 - (b) Approval of change orders,
 - (c) Expenditure of bond proceeds,
 - (d) Handling of all legal matters,
 - (e) Approval of project plans and schedules,
 - (f) Approval of all deferred maintenance plans, and
 - (g) Approval of the sale of bonds.
5. Measure LL Projects Only. In recognition of the fact that the Committee is charged with overseeing the expenditure of bond proceeds, the Board is responsibility for:
 - a. Projects financed without bond proceeds either through the State of California, developer fees, tax increment revenues, certificates of

- participation, lease/revenue bonds, the District general fund or other sources, which shall be outside the authority of the Committee.
- b. The establishment of priorities and order of construction for the projects to be funded with bond proceeds, which shall be made by the Board in its sole discretion.
 - c. The selection of architects, engineers, soils engineers, construction managers, project managers, CEQA consultants and such other professional service firms as are required to complete the projects funded with bond proceeds which shall be based on criteria established by the Board in its sole discretion.
 - d. The approval of the design for each project including exterior materials, paint color, interior finishes, site plan and construction methods (modular vs. permanent) which shall be determined by the Board in its sole discretion.
 - e. The selection of independent audit firm(s), performance audit consultants and such other consultants as are necessary to support the activities of the Committee which shall be determined by the Board in its sole discretion and may be the audit firm that audits the District's financial statements.
 - f. The approval of an annual budget for the Committee that is sufficient to carry out its activities which shall be determined by the Board in its sole discretion.
 - g. The appointment or reappointment of qualified applicants to serve on the Committee, subject to legal limitations, which shall be based on criteria adopted in the Board's sole discretion as part of carrying out its function under Proposition 39.

III. Members

- A. Minimum Size. The Committee shall always be comprised of at least 7 members. *Educ. Code §15282(a).*
- B. Required Members. Pursuant to statute, the Board shall appoint to the Committee the following members: *Educ. Code §15282(a).*
 1. One (1) member active in a business organization representing the business community located within the District.
 2. One (1) member active in a senior citizens' organization.
 3. One (1) member active in a bona fide taxpayers' organization.
 4. One (1) member who is the parent or guardian of a child enrolled in the District.
 5. One (1) member who is the parent or guardian of a child enrolled in the District and who is active in a parent-teacher organization, such as the PTA or School Site Council.
 6. Two (2) members selected from the public at large.
- C. Board Procedures for Appointment of Committee.
 1. Appointment.
 - a. Persons interested in serving as members of the Committee shall submit a completed application to the Superintendent by the published deadline. The official application is attached to these procedures-policies-guidelines.

- b. The Board and Superintendent will develop a slate of recommend members from among the qualifying applications for appointment to the committee.
 - c. The slate of names shall be approved as a whole by a majority vote of the Board.
 2. Failure to Appoint.
 - a. Willful failure to appoint the Committee is grounds for legal action by any taxpayer against the Board. *Educ. Code §15284(a) (4)*.
 - b. The Board will make a good faith effort to appoint the Committee and fill vacancies to ensure that the Committee is fully constituted and functioning. No vacancy, at initial appointment or otherwise, will prevent the Committee from meeting and conducting its business.
 - c. In the event that the Superintendent does not receive acceptable applications from the public to fill all of the positions specified in Section III.B, above, or if at any time there is a vacant position on the Committee, the Superintendent shall cause a notice of the vacancy to be posted in a conspicuous public place (e.g., where regular public notices of the Board are posted), specifying the eligibility requirement for the vacant position and that a written application must be submitted to the Superintendent, and such notice shall remain posted until the vacancy is filled. The Superintendent, at his/her discretion, may advertise the vacant position in a newspaper reasonably expected to be circulated among interested persons, and may contact organizations to request nomination of interested persons to fill the positions that require active membership in such organization.
 3. The Board may determine to appoint members of the Committee from time to time, in addition to the seven positions specified in Section III.A, above, and without regard to the membership requirements so specified.
- D. Additional Eligibility Restrictions and Qualification Standards.
 1. The following persons are not eligible to serve on the Committee: *Educ. Code §15282(b)*.
 - a. Any employee of the District.
 - b. Any official of the District.

For purposes of this limitation, the Board finds that any elected or appointed member of the Board is an "official of the district" within the meaning of Section 15282(b). The Board finds that no member of any other citizen committee of the District appointed by the Board to serve without pay is an "official of the district" within the meaning of Section 15282(b).
 - c. Any vendor, contractor or consultant of the District.

The Board finds that no person is a vendor, contractor or consultant of the District prohibited from serving on the Committee within the meaning of Section 15282(b) unless such person, or any company of which such person is an owner or part owner, agrees or has agreed to perform services or furnish goods or supplies to the District under any agreement or contract that has not been fully performed. Prior contractual relationships with the District do not disqualify a person from serving on the Committee.

2. All committee members must be at least 18 years of age.

E. Term.

1. Each of the members specified by statute is appointed for a term of two years. *Educ. Code §15282(a).*
2. No member shall be appointed to more than three consecutive two-year terms. *Educ. Code §15282(a).*
The Board hereby further establishes the following provisions on the terms of members:
3. Any additional members appointed pursuant to the Board's reserved prerogative under Section III.C.3, above, may be appointed to a term of less than two years, as the Board shall specify, but shall not be appointed to a term any longer than two years.
4. Any additional members appointed pursuant to the Board's reserved prerogative under Section III.C.3 shall serve no more than two consecutive terms.
5. Any member appointed to meet any of the criteria of categories 1 – 5 described in Section III.B, above, shall serve only so long as such member continues to fulfill the requirement of the position to which appointed.
6. Notwithstanding the two-year term required by statute, the term of any member shall terminate upon:
 - a. Death of the member
 - b. Written resignation of the member
 - c. Disability or illness of the member, upon a finding by the Board that the member is unable to effectively continue to serve on the Committee
 - d. The sale or provision of any goods or services to the District, or entry into any contract with the District for such sale or provision, whether or not related to the bond program, such that the member becomes a "vendor, contractor, or consultant" within the meaning of Section III.D.3, above
 - e. The employment, appointment or election of such member to a position with the District, such that the member becomes an "employee of the District" or an "official of the District" within the meaning of Section III.D.1 or 2, respectively
 - f. Failure of the member to participate in the meetings and activities of the Committee, upon a finding by the Board that the member is unable or unlikely to effectively continue to serve on the Committee.The Board requests that Committee members keep the Board informed regarding the status of other members, so that the Board can take appropriate action to replace or reappoint Committee members in a timely manner.
7. The term of any member appointed to succeed a member whose term has been terminated pursuant to Section III.E.6 shall be two years, or such lesser time as remains in the term of the departing member, as the Board shall determine.

F. Conflicts of Interest. Members of the committee shall abide by the conflict of interest prohibitions provided in Government Code sections 1090 and 1125, *et seq.*

G. Authority of Members. (a) Committee members shall not have the authority to direct staff of the District, (b) individual members of the Committee retain the right to address the

Board, either on behalf of the Committee or as an individual, and (c) the Committee may only request copies of reports and documents which have been previously presented to the Board and which are a public record.

H. Compensation. Members serve without compensation. Educ. Code §15282(a).

IV. **Authorized Activities**

In furtherance of its purposes, the Committee is authorized by statute to engage in the following activities: *Educ. Code §15278(c) and 15286*.

- A. Receiving and reviewing copies of the annual, independent performance audit required by the Constitution.
- B. Receiving and reviewing copies of the annual, independent financial audit required by the Constitution. Consistent with the provisions contained in subparagraphs (C) and (D) of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution, the required annual, independent financial and performance audits for the preceding fiscal year shall be submitted to the Committee at the same time they are submitted to the District, but no later than March 31 of each year. These audits shall be conducted in accordance with the Government Auditing Standards issued by the Comptroller General of the United States for financial and performance audits.
- C. Inspecting school facilities and grounds to ensure that bond revenues are expended in compliance with the requirements of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.
- D. Receiving and reviewing copies of any deferred maintenance proposals or plans developed by the District.
- E. Reviewing efforts by the District to maximize bond revenues through cost-saving measures.

V. **Meetings**

- A. Initial Organization; Officers. In order that the Committee serve effectively and fulfill the purposes for which it is established, the Board recommends to the Committee that the Committee shall organize and conduct meetings as follows:
 - 1. Initial Meeting. At the initial meeting of the Committee, the Superintendent or a person designated by the Superintendent should open the meeting and facilitate the selection by the Committee members of a presiding officer. Thereafter, selection of a presiding officer and any other officers of the Committee should be by whatever means the Committee determines.
 - 2. Chair. The Committee should designate a member as presiding officer or chair to preside over meetings of the Committee.
 - 3. Vice Chair. The Committee should designate a member as Vice Chair to assume the duties of the Chair in the Chair's absence.
 - 4. Representative. The Committee should designate a member or members to represent the Committee at public meetings of the Board and make reports thereto on a regular basis as the Committee shall determine or as the Board may request.
 - 5. Secretary. The Committee should designate a member as secretary to keep accurate minutes of the Committee's meetings and actions, in order to fulfill the legal requirement that such minutes and documents and reports be entered into the public record.
- B. Reports & Meetings.

1. Reports. The Committee shall issue regular reports on the results of its activities. A report shall be issued at least once a year, but no more frequently than quarterly unless the Committee determines there is a need or at the requested of the Board. Educ. Code §15280(b).
2. Annual Meeting of the Committee. The Committee is required to conduct at least one annual meeting, the purpose of which is to receive the reports and documents required to be provided to the Committee by the Board, and to approve a report of the Committee. Educ. Code §15280(b), 15278(c).
3. All meetings shall be held within the boundaries of the Lowell Joint School District.
4. All meetings shall be open to the public in accordance with the *Ralph M. Brown Act*, Government Code Section 54950 *et seq.* Meetings shall be conducted according to such additional procedural rules as the Committee may adopt. A majority of the number of Committee members shall constitute a quorum for the transaction of any business of the Committee.
5. Other Meetings of the Committee. The Board recommends that the Committee meet as often as necessary in order to effectively perform its duties.
6. The Board will reserve a place on the regular Board agenda for address by a representative of the Committee. The Committee is not expected or required to make a report at each regular Board meeting.

C. Notice of Meetings; Minutes.

1. The Committee's meetings are governed by the Ralph M. Brown Act, commencing at Section 54950 of the Government Code. Educ. Code §15280(b).
 - a. All Committee proceedings shall be open to the public.
 - b. Notice to the public of any meeting of the Committee shall be provided in the same manner as the proceedings of the Board.
2. Minutes of the proceedings of the Committee and all documents received and reports issued by the Committee are a matter of public record. Educ. Code §15280(b).
3. The District shall maintain and make available to the Committee an Internet website for publication of proceedings of the Committee. Educ. Code §15280(b).
4. All documents received and reports issued by the Committee shall be made available to the public on the website. Educ. Code §15280(b).

In order to publicize and make available the Committee's proceedings, the Committee Secretary shall provide to the Superintendent any documents received by, and reports issued by, the Committee, in whatever form received or issued, and minutes of the meetings of the Committee or any subcommittees created by the Committee.

District staff members will assist the Committee in publicizing its meetings, in complying with the requirements of the Brown Act, and in posting documents and reports on the website maintained by the District for the Committee. District staff will assist the Committee in these and the other activities of the Committee as provided in Section IV.D, below.

D. Technical Assistance.

1. The Board is required to provide the Committee with any necessary technical assistance and shall provide administrative assistance to the Committee in furtherance of its purpose. Educ. Code §15280(a).
2. The Board is required to provide sufficient resources to publicize the conclusions of the Committee. Educ. Code §15280(a).
3. No bond funds shall be expended on any activities or technical assistance provided to the Committee. Educ. Code §15280(a).
The Board will not treat this prohibition against expending bond funds to provide technical assistance to the Committee to include the preparation and photocopying for the members of the Committee copies of the annual independent performance audit and the annual independent financial audit of the bond program required by the Constitution.
4. In order to provide support, a staff representative will attend each meeting of the Committee. At the Committee's request, the Board will endeavor to provide the materials, meeting space, and staff consultation as the Committee shall require, specifically taking into account whether the request involves a reasonable expenditure of District general funds. The Board does not expect to purchase specialized software or hardware, commit additional staff time, or engage consultants to develop information for, prepare reports for, or attend meetings of, the Committee beyond what is required by statute and what is prepared for the Board.

VI. Ethics

- A. Committee members accept and commit to abide with the Lowell Joint School District Citizen's Bond Oversight Committee Ethics Statement (attached).
- B. Committee members accept and commit to abide with the Lowell Joint School District Core Values (attached)



LOWELL JOINT SCHOOL DISTRICT CITIZENS' BOND OVERSIGHT COMMITTEE



ETHICS STATEMENT

The Lowell Joint School District Board of Education has adopted a Mission Statement and set of Moral and Civic Core Values (provided below). In alignment with this Mission Statement and Moral/Civic Values this Ethics Policy Statement provides general guidelines for members of the Citizens' Bond Oversight Committee (the "Committee") established by the Lowell Joint School District (the "District") in carrying out their responsibilities. Not all ethical issues that Committee members face are covered in this Statement. However, this Statement captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of this Statement were developed from existing laws, rules, policies and procedures as well as from concepts that define generally accepted good business practices. Committee members are expected to strictly adhere to the provisions of this Ethics Policy.

POLICY

- **CONFLICT OF INTEREST.** A Committee member shall not make or influence a District decision related to: (1) any contract funded by bond proceeds or (2) any construction project which will benefit the committee member's outside employment, business, or a personal finance or benefit an immediate family member, such as a spouse, child or parent.
- **OUTSIDE EMPLOYMENT.** A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to: (1) any contract funded by bond proceeds, or (2) any construction project. A Committee member shall not make or influence a District decision related to any construction project involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind. For a period of two (2) years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially. Specifically, for a period of two (2) years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the District with respect to: (1) bidding on projects funded by the bond proceeds; and (2) any construction project.
- **COMMITMENT TO UPHOLD LAW.** A Committee member shall uphold the federal and California Constitutions, the laws and regulations of the United States and the State of California (particularly the Education Code) and all other applicable government entities, and the policies, procedures, rules and regulations of the District;
- **COMMITMENT TO DISTRICT.** A Committee member shall place the interests of the District above any personal or business interest of the member.
- **COMMITMENT TO DISTRICT MISSION AND CORE VALUES.** A Committee member shall be committed to uphold the Lowell Joint School District Mission and Core Moral/Civic Values.



LOWELL JOINT SCHOOL DISTRICT

A Tradition of Excellence Since 1906

"Home of Scholars and Champions"

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.



Tradition of Excellence Since 1906
"Home of Scholars and Champions"



LOWELL JOINT SCHOOL DISTRICT APPLICATION FOR THE BOND OVERSIGHT COMMITTEE

The Board of Trustees of the Lowell Joint School District is seeking qualified, interested individuals to serve on the Citizen's Bond Oversight Committee (CBOC) for the implementation of the District's Measure LL school facilities bond program. The CBOC is being established as a result of at least 55% of voters in the Lowell Joint School District voting in favor of Measure LL at the November 6, 2018 election.

Establishment of a Bond Oversight Committee and Purpose

After a bond authorized under Proposition 39 is passed, state law requires that the Lowell Joint School District Board of Trustees appoint a Citizen's Bond Oversight Committee to work with the District. The Committee purposes are:

- Ensure Measure LL funds are spent only on projects listed in Measure LL, and that no funds are used for any other purpose, including teacher and administrator salaries and other school operating expenses.
- Receive and review copies of the annual financial and performance audits with respect to the bond projects as required by state law.
- Provide information to the public concerning the expenditure of bond funds.

Committee Responsibilities and Membership

In accordance with Education Code Section 15278(b), the Citizen's Bond Oversight Committee shall:

- Inform the public concerning the District's expenditure of Measure LL bond proceeds;
- Review expenditure reports produced by the District to ensure that Measure LL bond proceeds were expended only for the purposes set forth in Measure LL; and
- Present to the Board of Trustees in public session, an annual written report outlining their activities and conclusions regarding the expenditure of Measure LL bond proceeds.

The Bylaws which govern the Citizen's Bond Oversight Committee are attached to this Application.

Committee Members and Term

Proposition 39 provides that the Citizens' Bond Oversight Committee member's appointment is made by the Board of Trustees and shall have at least seven (7) members who shall serve a two (2) year term and up to two (2) additional terms of two (2) years each. All appointees, regardless of the original term of appointment, are limited to a second term not to exceed two years.

Would You be Interested in Serving?

If you wish to serve on this important committee, please review the committee bylaws for more information about the committee's role and responsibilities and complete the attached application. Applications are available for pick-up at the Lowell Joint School District Office located at 11019 Valley Home Ave, Whittier, CA, 90603. The reception desk is open Monday through Friday from 8:00 a.m. – 4 p.m. Applications are also available on the Lowell Joint School District website homepage; www.ljsd.org . If you have any questions, please call Mr. Jim Coombs at 562-902-4203 or e-mail at jcoombs@ljsd.org or MJ Evanoff at mevanoff@ljsd.org .

ALL APPLICATIONS ARE DUE BY CLOSE OF BUSINESS February 22, 2019.

COMMITTEE MEMBERSHIP DESIGNATION – Application due to the Lowell Joint School District Office by close of business February 22, 2019.

State law requires that representatives of designated special interest organizations, if any, fill certain positions on the Citizens' Bond Oversight Committee for Measure LL. Please indicate the Committee designation(s) for which you are qualified:

- Active Member of a Business Organization; Company Name: _____
(e.g. Chamber of Commerce)
- Active Member of Senior Citizen Group; Group Name: _____
- Active Member of Taxpayer Organization; Organization Name: _____
- At-Large Member of the Public: _____
- Parent with Child(ren) Currently Enrolled in District; School(s): _____
- Active Parent Member of a District Support Organization; Org. Name: _____
(e.g. District advisory council, PTA, etc. with Child (ren) Currently Enrolled in District)
- At-Large Member of the Public: _____

General Information

Applicant Name: _____

Home Address: _____

Home Telephone #: _____ Cell #: _____ E-mail: _____

Employer Information

Name: of Applicant's Employer: _____

Employer Address: _____

Employer Telephone #: _____ E-mail: _____

Educational Background *(Response Optional)*

(e.g. college and/or university, degree/major, vocational and/or other training, certificates, technical training, etc.)

Additional Information *(Response Required)*

Are you now or have you ever been employed by the District? (Yes/No)? _____

If yes, please position(s) and year(s): _____

Describe your community service background including participation and membership in local civic organizations. *(You may attach an additional page or resume.)*

Describe your professional skills and training in finance, facilities, and/or construction or other relevant experience, including participation in professional organizations. *(You may attach an additional page or resume.)*

Please Answer the Following Questions:

1. How long have you been a resident within the boundaries of the District? _____

2. Have you or your child(ren) ever attended District schools? (Yes/No)? _____

If yes list schools: _____

3. Do you have or have you had any other relatives or close friends who have attended District schools? (Yes/No)? _____

Comments: _____

4. Do you know of any reason, such as a potential conflict of interest (real estate, business, litigation, etc.), which would adversely affect your ability to impartially serve on the Citizens' Oversight Committee (Yes/No)? _____

Comments: _____

5. Are you an employee of the District (Yes/No)? _____

6. Are you a vendor, contractor, or consultant in District (Yes/No)? _____

7. Are you willing to comply with the LJSD Mission, Core Values and Citizen Bond Oversight Bylaws and Bond Code of Ethics (Yes/No)? _____

8. Explain why you would like to be appointed to this committee.

9. The committee normally meets three (3) times a year, what days and times are you available?

Certification of Applicant

I certify that answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature: _____ Date: _____

Application due to the Lowell Joint School District Office by close of business February 22, 2019

Completed applications must be received by:
Superintendent, Lowell Joint School District,
11019 Valley Home Ave, Whittier, Ca 90603

For more information or if you have any questions, please contact the Superintendent's Office at the District at (562) 562-902-4203 or e-mail jcoombs@ljsd.org.

**Los Angeles County Office of Education
Business Advisory Services**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5**

Name of School District: Lowell Joint School District
 Name of Bargaining Unit: LJEA
 Certificated, Classified, Other: Certificated

The proposed agreement covers the period beginning: March 1, 2019 and ending: June 30, 2019
 (date) (date)

The Governing Board will act upon this agreement on: February 4, 2019
 (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Bargaining Unit Compensation All Funds - Combined		Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)			
		Annual Cost Prior to Proposed Settlement	Year 1 Increase/(Decrease) 2018-19	Year 2 Increase/(Decrease) 2019-20	Year 3 Increase/(Decrease) 2020-21
1.	Salary Schedule Including Step and Column	\$ 11,719,800	\$ 17,580	\$ 58,599	\$ 58,599
			0.15%	0.50%	0.50%
2.	Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$			
	Description of Other Compensation				
3.	Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 2,273,739	\$ 3,411	\$ 11,369	\$ 11,369
			0.15%	0.50%	0.50%
4.	Health/Welfare Plans	\$ 2,291,185			
			0.00%	0.00%	0.00%
5.	Total Bargaining Unit Compensation Add Items 1 through 4 to equal 5	\$ 16,284,724	\$ 20,990	\$ 69,968	\$ 69,968
			0.13%	0.43%	0.43%
6.	Total Number of Bargaining Unit Employees (Use FTEs if appropriate)	136.10			
7.	Total Compensation <u>Average</u> Cost per Bargaining Unit Employee	\$ 119,653	\$ 154	\$ 514	\$ 514
			0.13%	0.43%	0.43%

Lowell Joints School District

LJEA

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a full year, what is the annualized percentage of that change for "Year 1"?

This was not negotiated. This was given by the Board due to savings generated from a new transportation program implemented in 2018/19. The board is approving a 0.5% ongoing salary increase effective 3/1/2019.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

no

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

n/a

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits?

Yes No

If yes, please describe the cap amount.

n/a

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

n/a

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

Improved staff morale.

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

n/a

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

n/a

F. Source of Funding for Proposed Agreement:

1. Current Year

Savings from a new transportation program.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

n/a

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

n/a

**Los Angeles County Office of Education
Business Advisory Services**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5**

Name of School District: Lowell Joint School District
 Name of Bargaining Unit: CSEA
 Certificated, Classified, Other: Classified

The proposed agreement covers the period beginning: March 1, 2019 and ending: June 30, 2019
 (date) (date)

The Governing Board will act upon this agreement on: February 4, 2019
 (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Bargaining Unit Compensation All Funds - Combined	Annual Cost Prior to Proposed Settlement	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease) 2018-19	Year 2 Increase/(Decrease) 2019-20	Year 3 Increase/(Decrease) 2020-21
1. Salary Schedule Including Step and Column	\$ 3,139,500	\$ 4,709	\$ 15,698	\$ 15,698
		0.15%	0.50%	0.50%
2. Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$			
Description of Other Compensation				
3. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 785,055	\$ 1,178	\$ 3,925	\$ 3,925
		0.15%	0.50%	0.50%
4. Health/Welfare Plans	\$ 666,632			
		0.00%	0.00%	0.00%
5. Total Bargaining Unit Compensation Add Items 1 through 4 to equal 5	\$ 4,591,187	\$ 5,887	\$ 19,623	\$ 19,623
		0.13%	0.43%	0.43%
6. Total Number of Bargaining Unit Employees (Use FTEs if appropriate)				
7. Total Compensation <u>Average</u> Cost per Bargaining Unit Employee	\$ -	\$ -	\$ -	\$ -
		0.00%	0.00%	0.00%

Lowell Joints School District
CSEA

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a full year, what is the annualized percentage of that change for "Year 1"?

This was not negotiated. This was given by the Board due to savings generated from a new transportation program implemented in 2018/19. The board is approving a 0.5% ongoing salary increase effective 3/1/2019.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

no

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

n/a

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits?

Yes No

If yes, please describe the cap amount.

n/a

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

n/a

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

Improved staff morale.

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

n/a

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

n/a

F. Source of Funding for Proposed Agreement:

1. Current Year

Savings from a new transportation program.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

n/a

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

n/a

Lowell Joints School District

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Unrestricted General Fund

Bargaining Unit:

LJEA

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 10/31/18)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES				
LCFF Revenue 8010-8099	\$ 26,542,048		\$ -	\$ 26,542,048
Federal Revenue 8100-8299	\$ 25,000		\$ -	\$ 25,000
Other State Revenue 8300-8599	\$ 1,102,132		\$ -	\$ 1,102,132
Other Local Revenue 8600-8799	\$ 135,901		\$ -	\$ 135,901
TOTAL REVENUES	\$ 27,805,081		\$ -	\$ 27,805,081
EXPENDITURES				
Certificated Salaries 1000-1999	\$ 12,350,056	\$ 17,580	\$ 4,239	\$ 12,371,875
Classified Salaries 2000-2999	\$ 3,221,252	\$ 4,709		\$ 3,225,961
Employee Benefits 3000-3999	\$ 6,485,188	\$ 4,589	\$ 896	\$ 6,490,673
Books and Supplies 4000-4999	\$ 1,067,607		\$ -	\$ 1,067,607
Services and Other Operating Expenditures 5000-5999	\$ 2,040,548		\$ -	\$ 2,040,548
Capital Outlay 6000-6999	\$ 60,000		\$ -	\$ 60,000
Other Outgo (excluding Indirect Costs) 7100-7299	\$ 102,893		\$ -	\$ 102,893
7400-7499				
Transfers of Indirect Costs 7300-7399	\$ (57,518)		\$ -	\$ (57,518)
TOTAL EXPENDITURES	\$ 25,270,026	\$ 26,878	\$ 5,135	\$ 25,302,039
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 535,117	\$ -	\$ -	\$ 535,117
Contributions 8980-8999	\$ (1,908,326)	\$ -	\$ -	\$ (1,908,326)
OPERATING SURPLUS (DEFICIT)*	\$ 91,612	\$ (26,878)	\$ (5,135)	\$ 59,599
BEGINNING FUND BALANCE 9791	\$ 5,797,884			\$ 5,797,884
Audit Adjustments/Other Restatements 9793/9795				\$ -
ENDING FUND BALANCE	\$ 5,889,496	\$ (26,878)	\$ (5,135)	\$ 5,857,483
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable 9711-9719	\$ 10,000	\$ -	\$ -	\$ 10,000
Restricted 9740				
Committed 9750-9760		\$ -	\$ -	\$ -
Assigned 9780	\$ 1,483,000	\$ -	\$ -	\$ 1,483,000
Reserve for Economic Uncertainties 9789	\$ 1,569,601	\$ -	\$ -	\$ 1,569,601
Unassigned/Unappropriated Amount 9790	\$ 2,826,895	\$ (26,878)	\$ (5,135)	\$ 2,794,882

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

Lowell Joints School District

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Bargaining Unit:		Restricted General Fund			
		LJEA			
Object Code		Column 1	Column 2	Column 3	Column 4
		Latest Board- Approved Budget Before Settlement (As of 10/31/18)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	\$ -		\$ -	\$ -
Federal Revenue	8100-8299	\$ 1,371,326		\$ -	\$ 1,371,326
Other State Revenue	8300-8599	\$ 641,395		\$ -	\$ 641,395
Other Local Revenue	8600-8799	\$ 1,986,987		\$ -	\$ 1,986,987
TOTAL REVENUES		\$ 3,999,708		\$ -	\$ 3,999,708
EXPENDITURES					
Certificated Salaries	1000-1999	\$ 2,259,299	\$ -	\$ -	\$ 2,259,299
Classified Salaries	2000-2999	\$ 1,161,618	\$ -	\$ -	\$ 1,161,618
Employee Benefits	3000-3999	\$ 1,138,859	\$ -	\$ -	\$ 1,138,859
Books and Supplies	4000-4999	\$ 662,359		\$ -	\$ 662,359
Services and Other Operating Expenditures	5000-5999	\$ 453,708		\$ -	\$ 453,708
Capital Outlay	6000-6999	\$ -		\$ -	\$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	\$ 429,028		\$ -	\$ 429,028
Transfers of Indirect Costs	7300-7399	\$ 17,120		\$ -	\$ 17,120
TOTAL EXPENDITURES		\$ 6,121,991	\$ -	\$ -	\$ 6,121,991
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -	\$ -
Contributions	8980-8999	\$ 1,908,326	\$ -	\$ -	\$ 1,908,326
OPERATING SURPLUS (DEFICIT)*		\$ (213,957)	\$ -	\$ -	\$ (213,957)
BEGINNING FUND BALANCE					
	9791	\$ 213,957			\$ 213,957
Audit Adjustments/Other Restatements	9793/9795	\$ -			\$ -
ENDING FUND BALANCE		\$ -	\$ -	\$ -	\$ -
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted	9740	\$ -	\$ -	\$ -	\$ -
Committed	9750-9760				
Assigned Amounts	9780				
Reserve for Economic Uncertainties	9789		\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ -	\$ -	\$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

Lowell Joints School District

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Bargaining Unit:		Combined General Fund			
		LJEA			
Object Code	Column 1	Column 2	Column 3	Column 4	
	Latest Board- Approved Budget Before Settlement (As of 10/31/18)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)	
REVENUES					
LCFF Revenue	8010-8099	\$ 26,542,048	\$ -	\$ 26,542,048	
Federal Revenue	8100-8299	\$ 1,396,326	\$ -	\$ 1,396,326	
Other State Revenue	8300-8599	\$ 1,743,527	\$ -	\$ 1,743,527	
Other Local Revenue	8600-8799	\$ 2,122,888	\$ -	\$ 2,122,888	
TOTAL REVENUES		\$ 31,804,789	\$ -	\$ 31,804,789	
EXPENDITURES					
Certificated Salaries	1000-1999	\$ 14,609,355	\$ 17,580	\$ 14,631,174	
Classified Salaries	2000-2999	\$ 4,382,870	\$ 4,709	\$ 4,387,579	
Employee Benefits	3000-3999	\$ 7,624,047	\$ 4,589	\$ 7,629,532	
Books and Supplies	4000-4999	\$ 1,729,966	\$ -	\$ 1,729,966	
Services and Other Operating Expenditures	5000-5999	\$ 2,494,256	\$ -	\$ 2,494,256	
Capital Outlay	6000-6999	\$ 60,000	\$ -	\$ 60,000	
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	\$ 531,921	\$ -	\$ 531,921	
Transfers of Indirect Costs	7300-7399	\$ (40,398)	\$ -	\$ (40,398)	
TOTAL EXPENDITURES		\$ 31,392,017	\$ 26,878	\$ 31,424,030	
OTHER FINANCING SOURCES/USES					
Transfer In and Other Sources	8900-8979	\$ -	\$ -	\$ -	
Transfers Out and Other Uses	7600-7699	\$ 535,117	\$ -	\$ 535,117	
Contributions	8980-8999	\$ -	\$ -	\$ -	
OPERATING SURPLUS (DEFICIT)*		\$ (122,345)	\$ (26,878)	\$ (154,358)	
BEGINNING FUND BALANCE					
Audit Adjustments/Other Restatements	9791	\$ 6,011,841	\$ -	\$ 6,011,841	
	9793/9795	\$ -	\$ -	\$ -	
ENDING FUND BALANCE		\$ 5,889,496	\$ (26,878)	\$ 5,857,483	
COMPONENTS OF ENDING FUND					
Nonspendable	9711-9719	\$ 10,000	\$ -	\$ 10,000	
Restricted	9740	\$ -	\$ -	\$ -	
Committed	9750-9760	\$ -	\$ -	\$ -	
Assigned	9780	\$ 1,483,000	\$ -	\$ 1,483,000	
Reserve for Economic Uncertainties	9789	\$ 1,569,601	\$ -	\$ 1,569,601	
Unassigned/Unappropriated Amount	9790	\$ 2,826,895	\$ (26,878)	\$ 2,794,882	

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

Lowell Joints School District

LJEA

Explanations for Column 3 "Other Revisions" entered on Pages 4a through 4h:

Page 4a: Unrestricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ 5,135	Management receives same salary increase (0.5% eff 3/1/19)
Other Financing Sources/Uses	\$ -	

Page 4b: Restricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4d: Fund 11 - Adult Education Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4e: Fund 12 - Child Development Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4f: Fund 13/61 - Cafeteria Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4g: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4h: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Additional Comments:



Lowell Joints School District

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Unrestricted General Fund MYP

Bargaining Unit:

LJEA

Object Code	2018-19	2019-20	2020-21
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
REVENUES			
LCFF Revenue 8010-8099	\$ 26,542,048	\$ 27,257,048	\$ 27,975,048
Federal Revenue 8100-8299	\$ 25,000	\$ 25,000	\$ 25,000
Other State Revenue 8300-8599	\$ 1,102,132	\$ 572,132	\$ 572,132
Other Local Revenue 8600-8799	\$ 135,901	\$ 135,901	\$ 135,901
TOTAL REVENUES	\$ 27,805,081	\$ 27,990,081	\$ 28,708,081
EXPENDITURES			
Certificated Salaries 1000-1999	\$ 12,371,875	\$ 12,550,655	\$ 12,717,655
Classified Salaries 2000-2999	\$ 3,225,961	\$ 3,246,950	\$ 3,380,950
Employee Benefits 3000-3999	\$ 6,490,673	\$ 7,106,469	\$ 7,590,469
Books and Supplies 4000-4999	\$ 1,067,607	\$ 580,607	\$ 580,607
Services and Other Operating Expenditures 5000-5999	\$ 2,040,548	\$ 2,175,548	\$ 2,480,548
Capital Outlay 6000-6999	\$ 60,000	\$ 60,000	\$ 60,000
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ 102,893	\$ 102,893	\$ 102,893
Transfers of Indirect Costs 7300-7399	\$ (57,518)	\$ (61,440)	\$ (61,440)
Other Adjustments		\$ -	\$ -
TOTAL EXPENDITURES	\$ 25,302,039	\$ 25,761,682	\$ 26,851,682
OTHER FINANCING SOURCES/USES			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 535,117	\$ 10,000	\$ 10,000
Contributions 8980-8999	\$ (1,908,326)	\$ (1,863,326)	\$ (1,817,326)
OPERATING SURPLUS (DEFICIT)*	\$ 59,599	\$ 355,073	\$ 29,073
BEGINNING FUND BALANCE			
9791	\$ 5,797,884	\$ 5,857,483	\$ 6,212,556
Audit Adjustments/Other Restatements 9793/9795	\$ -		
ENDING FUND BALANCE	\$ 5,857,483	\$ 6,212,556	\$ 6,241,629
COMPONENTS OF ENDING FUND BALANCE:			
Nonspendable 9711-9719	\$ 10,000	\$ 10,000	\$ 10,000
Restricted 9740			
Committed 9750-9760	\$ -	\$ -	\$ -
Assigned 9780	\$ 1,483,000	\$ 1,483,000	\$ 1,483,000
Reserve for Economic Uncertainties 9789	\$ 1,569,601	\$ 1,578,000	\$ 1,633,000
Unassigned/Unappropriated Amount 9790	\$ 2,794,882	\$ 3,141,556	\$ 3,115,629

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Restricted General Fund MYP
 LJEJ

Bargaining Unit:

Object Code	2018-19	2019-20	2020-21
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
REVENUES			
LCFF Revenue 8010-8099	\$ -	\$ -	\$ -
Federal Revenue 8100-8299	\$ 1,371,326	\$ 1,371,326	\$ 1,371,326
Other State Revenue 8300-8599	\$ 641,395	\$ 641,395	\$ 641,395
Other Local Revenue 8600-8799	\$ 1,986,987	\$ 2,031,987	\$ 2,031,987
TOTAL REVENUES	\$ 3,999,708	\$ 4,044,708	\$ 4,044,708
EXPENDITURES			
Certificated Salaries 1000-1999	\$ 2,259,299	\$ 2,259,299	\$ 2,259,299
Classified Salaries 2000-2999	\$ 1,161,618	\$ 1,161,618	\$ 1,161,618
Employee Benefits 3000-3999	\$ 1,138,859	\$ 1,138,859	\$ 1,138,859
Books and Supplies 4000-4999	\$ 662,359	\$ 448,402	\$ 448,402
Services and Other Operating Expenditures 5000-5999	\$ 453,708	\$ 453,708	\$ 453,708
Capital Outlay 6000-6999	\$ -	\$ -	\$ -
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ 429,028	\$ 429,028	\$ 429,028
Transfers of Indirect Costs 7300-7399	\$ 17,120	\$ 17,120	\$ 17,120
Other Adjustments	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 6,121,991	\$ 5,908,034	\$ 5,908,034
OTHER FINANCING SOURCES/USES			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -
Contributions 8980-8999	\$ 1,908,326	\$ 1,863,326	\$ 1,863,326
OPERATING SURPLUS (DEFICIT)*	\$ (213,957)	\$ -	\$ -
BEGINNING FUND BALANCE			
9791	\$ 213,957	\$ -	\$ -
Audit Adjustments/Other Restatements 9793/9795	\$ -	\$ -	\$ -
ENDING FUND BALANCE	\$ -	\$ -	\$ -
COMPONENTS OF ENDING FUND BALANCE:			
Nonspendable 9711-9719	\$ -	\$ -	\$ -
Restricted 9740	\$ -	\$ -	\$ -
Committed 9750-9760	\$ -	\$ -	\$ -
Assigned 9780	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

Lowell Joints School District

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Combined General Fund MYP

Bargaining Unit:

LJEA

Object Code	2018-19	2019-20	2020-21
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
REVENUES			
LCFF Revenue 8010-8099	\$ 26,542,048	\$ 27,257,048	\$ 27,975,048
Federal Revenue 8100-8299	\$ 1,396,326	\$ 1,396,326	\$ 1,396,326
Other State Revenue 8300-8599	\$ 1,743,527	\$ 1,213,527	\$ 1,213,527
Other Local Revenue 8600-8799	\$ 2,122,888	\$ 2,167,888	\$ 2,167,888
TOTAL REVENUES	\$ 31,804,789	\$ 32,034,789	\$ 32,752,789
EXPENDITURES			
Certificated Salaries 1000-1999	\$ 14,631,174	\$ 14,809,954	\$ 14,976,954
Classified Salaries 2000-2999	\$ 4,387,579	\$ 4,408,568	\$ 4,542,568
Employee Benefits 3000-3999	\$ 7,629,532	\$ 8,245,328	\$ 8,729,328
Books and Supplies 4000-4999	\$ 1,729,966	\$ 1,029,009	\$ 1,029,009
Services and Other Operating Expenditures 5000-5999	\$ 2,494,256	\$ 2,629,256	\$ 2,934,256
Capital Outlay 6000-6999	\$ 60,000	\$ 60,000	\$ 60,000
Other Outgo (excuding Indirect Costs) 7100-7299 7400-7499	\$ 531,921	\$ 531,921	\$ 531,921
Transfers of Indirect Costs 7300-7399	\$ (40,398)	\$ (44,320)	\$ (44,320)
Other Adjustments		\$ -	\$ -
TOTAL EXPENDITURES	\$ 31,424,030	\$ 31,669,716	\$ 32,759,716
OTHER FINANCING SOURCES/USES			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 535,117	\$ 10,000	\$ 10,000
Contributions 8980-8999	\$ -	\$ -	\$ 46,000
OPERATING SURPLUS (DEFICIT)*	\$ (154,358)	\$ 355,073	\$ 29,073
BEGINNING FUND BALANCE			
9791	\$ 6,011,841	\$ 5,857,483	\$ 6,212,556
Audit Adjustments/Other Restatements 9793/9795	\$ -		
ENDING FUND BALANCE	\$ 5,857,483	\$ 6,212,556	\$ 6,241,629
COMPONENTS OF ENDING FUND BALANCE:			
Nonspendable 9711-9719	\$ 10,000	\$ 10,000	\$ 10,000
Restricted 9740	\$ -	\$ -	\$ -
Committed 9750-9760	\$ -	\$ -	\$ -
Assigned 9780	\$ 1,483,000	\$ 1,483,000	\$ 1,483,000
Reserve for Economic Uncertainties 9789	\$ 1,569,601	\$ 1,578,000	\$ 1,633,000
Unassigned/Unappropriated Amount 9790	\$ 2,794,882	\$ 3,141,556	\$ 3,115,629

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

1. State Reserve Standard

	2018-19	2019-20	2020-21
a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 31,959,147	\$ 31,679,716	\$ 32,769,716
b. Less: Special Education Pass-Through Funds	\$ -	\$ -	\$ -
c. Net Expenditures, Transfers Out, and Uses	\$ 31,959,147	\$ 31,679,716	\$ 32,769,716
d. State Standard Minimum Reserve Percentage for this District Enter percentage →	3.00%	3.00%	3.00%
e. State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b, or \$50,000)	\$ 958,774	\$ 950,391	\$ 983,091

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 1,569,601	\$ 1,578,000	\$ 1,633,000
b. General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	\$ 2,794,882	\$ 3,141,556	\$ 3,115,629
c. Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	\$ -	\$ -	\$ -
d. Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	\$ -	\$ -	\$ -
e. Total Available Reserves	\$ 4,364,483	\$ 4,719,556	\$ 4,748,629
f. Reserve for Economic Uncertainties Percentage	13.66%	14.90%	14.49%

3. Do unrestricted reserves meet the state minimum reserve amount?

2018-19	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2019-20	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2020-21	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4. If no, how do you plan to restore your reserves?



5. Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.

Total Compensation Increase/(Decrease) on Page 1, Section A, #5	\$ 20,990
General Fund balance Increase/(Decrease), Page 4c, Column 2	\$ (26,878)
Adult Education Fund balance Increase/(Decrease), Page 4d, Column 2	\$ -
Child Development Fund balance Increase/(Decrease), Page 4e, Column 2	\$ -
Cafeteria Fund balance Increase/(Decrease), Page 4f, Column 2	\$ -
Other Fund balance Increase/(Decrease), Page 4g, Column 2	\$ -
Other Fund balance Increase/(Decrease), Page 4h, Column 2	\$ -
Total all fund balances Increase/(Decrease) as a result of the settlement(s)	\$ (26,878)

Variance \$ (5,888)

Variance Explanation:

Difference is identified on CSEA ab 1200 pages 1-3 (simultaneous settlement)

6. Will this agreement create or increase deficit financing in the current or subsequent years?

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

General Fund Combined	Surplus/ (Deficit)	(Deficit) %	Deficit primarily due to:
Current FY Surplus/(Deficit) before settlement(s)?	\$ (122,345)	(0.4%)	Carryover expenditures
Current FY Surplus/(Deficit) after settlement(s)?	\$ (154,358)	(0.5%)	Carryover expenditures
1st Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ 355,073	1.1%	
2nd Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ 29,073	0.1%	

Deficit Reduction Plan (as necessary):

N/A

7. Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 1st and 2nd Subsequent FY?

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending, and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet, or use page 9a.

MYP	Amount	"Other Adjustments" Explanation
1st Subsequent FY Unrestricted, Page 5a	\$ -	
1st Subsequent FY Restricted, Page 5b	\$ -	
2nd Subsequent FY Unrestricted, Page 5a	\$ -	
2nd Subsequent FY Restricted, Page 5b	\$ -	

LJEA

J. COMPARISON OF PROPOSED CHANGE IN TOTAL COMPENSATION TO CHANGE IN LCFF FUNDING FOR THE NEGOTIATED PERIOD

The purpose of this form is to determine if the district has entered into bargaining agreements that would result in salary increases that are expected to exceed the projected increase in LCFF funding.

(fill out columns for which there is an agreement)

	Prior Year	2018-19	2019-20	2020-21
a. LCFF Funding per ADA	8,099.04	8,653.23	8,886.33	9,120.51
b. Amount Change from Prior Year Funding per ADA	554.18		233.10	234.18
c. Percentage Change from Prior Year Funding per ADA	6.84%		2.69%	2.64%
d. Total Compensation Amount Change (from Page 1, Section A, Line 5)	20,990.31		69,967.70	69,967.70
e. Total Compensation Percentage Change (from Page 1, Section A, Line 5)		0.13%	0.43%	0.43%
f. Proposed agreement is within/exceeds change in LCFF Funding (f vs. e)		Within	Within	Within

K. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2 and 3547.5, the Superintendent and Chief Business Official of the Lowell Joint School District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from March 1, 2019 to June 30, 2019.

Board Actions

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

Budget Adjustment Categories:

Revenues/Other Financing Sources
Expenditures/Other Financing Uses
Ending Balance(s) Increase/(Decrease)

Budget Adjustment Increase/(Decrease)	
\$	-
\$	32,013
\$	(32,013)

Subsequent Years

Budget Adjustment Categories:

Revenues/Other Financing Sources
Expenditures/Other Financing Uses
Ending Balance(s) Increase/(Decrease)

Budget Adjustment Increase/(Decrease)	
\$	-
\$	-
\$	-

Budget Revisions

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

Assumptions

See attached page for a list of the assumptions upon which this certification is based.

Certifications

I hereby certify I am unable to certify

Jim Coombs
District Superintendent
(Signature)

1/30/19
Date

I hereby certify I am unable to certify

Andrea Ray
Chief Business Official
(Signature)

1/30/19
Date

Special Note: The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

L. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

Lowell Joint School District

District Name

Joe Corrad

District Superintendent
(Signature)

2/4/19

Date

Andrea Reynolds

Contact Person

562-943-0211

Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on February 4, 2019 4 - 1, took action to approve the proposed agreement with the LJEBA and CSEA Bargaining Unit(s).

[Signature]

President (or Clerk), Governing Board
(Signature)

2/4/19

Date

Special Note: The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

2018/19 Classified Salary Schedule
Effective March 1, 2019

Effective March 1, 2019, employees shall receive a 3% increase to their base salary earnings (excluding stipends and other remuneration).

RANGE	PERFORMANCE RECOGNITION INCREASES							
	1	2	3	4	5	6	7	8
1	2,062 (11.70)	2,152 (12.23)	2,195 (12.47)	2,379 (13.53)	2,504 (14.22)	2,630 (14.94)	2,762 (15.69)	2,904 (16.49)
2	2,128 (12.09)	2,211 (12.57)	2,255 (12.82)	2,445 (13.90)	2,567 (14.58)	2,695 (15.32)	2,838 (16.13)	2,979 (16.92)
3	2,152 (12.23)	2,262 (12.84)	2,307 (13.11)	2,504 (14.22)	2,630 (14.94)	2,762 (15.69)	2,904 (16.49)	3,059 (17.39)
4	2,211 (12.57)	2,321 (13.21)	2,367 (13.47)	2,567 (14.58)	2,695 (15.32)	2,838 (16.13)	2,979 (16.92)	3,126 (17.75)
5	2,262 (12.84)	2,379 (13.53)	2,426 (13.80)	2,630 (14.94)	2,762 (15.69)	2,904 (16.49)	2,979 (16.92)	3,281 (17.75)
6	2,321 (13.21)	2,445 (13.90)	2,494 (14.18)	2,695 (15.32)	2,904 (16.49)	3,059 (17.39)	3,209 (18.24)	3,356 (19.08)
7	2,379 (13.53)	2,504 (14.22)	2,555 (14.50)	2,762 (15.69)	2,904 (16.49)	3,126 (17.75)	3,281 (18.64)	3,445 (19.58)
8	2,445 (13.90)	2,567 (14.58)	2,618 (14.87)	2,838 (16.13)	2,979 (16.92)	3,209 (18.24)	3,356 (19.08)	3,535 (20.06)
9	2,504 (14.22)	2,630 (14.94)	2,682 (15.25)	2,904 (16.49)	3,059 (17.39)	3,281 (18.64)	3,445 (19.58)	3,623 (20.57)
10	2,567 (14.58)	2,695 (15.32)	2,750 (15.62)	2,979 (16.92)	3,126 (17.75)	3,356 (19.08)	3,535 (20.06)	3,716 (21.11)
11	2,630 (14.94)	2,762 (15.69)	2,817 (16.00)	3,059 (17.39)	3,209 (18.24)	3,445 (19.58)	3,623 (20.57)	3,800 (21.59)
12	2,695 (15.32)	2,838 (16.13)	2,894 (16.45)	3,126 (17.75)	3,281 (18.64)	3,535 (20.06)	3,716 (21.11)	3,902 (22.15)
13	2,762 (15.69)	2,904 (16.49)	2,963 (16.82)	3,209 (18.24)	3,356 (19.08)	3,623 (20.57)	3,800 (21.59)	4,000 (22.70)
14	2,838 (16.13)	2,979 (16.92)	3,038 (17.27)	3,281 (18.64)	3,445 (19.58)	3,623 (20.57)	3,800 (21.59)	4,106 (23.34)
15	2,904 (16.49)	3,059 (17.39)	3,121 (17.74)	3,356 (19.08)	3,535 (20.06)	3,716 (21.11)	3,902 (22.15)	4,207 (23.92)
16	2,979 (16.92)	3,126 (17.75)	3,188 (18.10)	3,445 (19.58)	3,623 (20.57)	3,800 (21.59)	4,000 (22.70)	4,207 (23.92)
17	3,059 (17.39)	3,209 (18.24)	3,273 (18.60)	3,535 (20.06)	3,716 (21.11)	3,902 (22.15)	4,106 (23.34)	4,314 (24.50)
18	3,126 (17.75)	3,281 (18.64)	3,347 (19.01)	3,623 (20.57)	3,800 (21.59)	4,000 (22.70)	4,207 (23.92)	4,419 (25.10)
19	3,209 (18.24)	3,356 (19.08)	3,423 (19.47)	3,716 (21.11)	3,902 (22.15)	4,106 (23.34)	4,314 (24.50)	4,531 (25.75)
20	3,281 (18.64)	3,445 (19.58)	3,514 (19.97)	3,800 (21.59)	4,000 (22.70)	4,207 (23.92)	4,419 (25.10)	4,652 (26.42)
21	3,356 (19.08)	3,535 (20.06)	3,605 (20.46)	3,902 (22.15)	4,106 (23.34)	4,314 (24.50)	4,531 (25.75)	4,756 (27.01)
22	3,445 (19.58)	3,623 (20.57)	3,695 (20.98)	4,000 (22.70)	4,207 (23.92)	4,419 (25.10)	4,652 (26.42)	4,876 (27.72)
23	3,535 (20.06)	3,716 (21.11)	3,791 (21.53)	4,106 (23.34)	4,314 (24.50)	4,531 (25.75)	4,756 (27.01)	5,000 (28.40)
24	3,623 (20.57)	3,800 (21.59)	3,876 (22.02)	4,207 (23.92)	4,419 (25.10)	4,652 (26.42)	4,876 (27.72)	5,120 (29.08)
25	3,716 (21.11)	3,902 (22.15)	3,981 (22.59)	4,314 (24.50)	4,531 (25.75)	4,756 (27.01)	5,000 (28.40)	5,257 (29.84)
26	3,800 (21.59)	4,000 (22.70)	4,080 (23.16)	4,419 (25.10)	4,652 (26.42)	4,876 (27.72)	5,120 (29.08)	5,384 (30.59)
27	3,902 (22.15)	4,106 (23.34)	4,189 (23.80)	4,531 (25.75)	4,756 (27.01)	5,000 (28.40)	5,257 (29.84)	5,528 (31.39)
28	4,000 (22.70)	4,207 (23.92)	4,291 (24.40)	4,652 (26.42)	4,876 (27.72)	5,120 (29.08)	5,384 (30.59)	5,656 (32.13)
29	4,106 (23.34)	4,314 (24.50)	4,401 (24.99)	4,756 (27.01)	5,000 (28.40)	5,257 (29.84)	5,528 (31.39)	5,804 (32.96)
30	4,207 (23.92)	4,419 (25.10)	4,507 (25.61)	4,876 (27.72)	5,120 (29.08)	5,384 (30.59)	5,656 (32.13)	5,939 (33.74)

AR 1/24/19

**LOWELL JOINT SCHOOL DISTRICT
2018/19 CLASSIFIED MANAGEMENT SALARY SCHEDULE**

Effective March 1, 2019

Effective March 1, 2019, employees shall receive a .50% increase to base salary earnings (excluding stipends and other remuneration)

MANAGEMENT POSITIONS	RANGE 1	RANGE 2	RANGE 3	RANGE 4	RANGE 5	RANGE 6	RANGE 7	RANGE 8
Assistant Superintendent of Administrative Services	12,196	12,838	13,513	14,189	14,898	15,643	16,425	17,246
Director of Educational & Information Technology	6,409	6,734	7,073	7,428	7,803	8,202	8,611	9,052
Occupational Therapist (11 months)	6,005	6,305	6,621	6,953	7,300	7,666	8,049	8,452
Fiscal Services Coordinator	4,207	4,412	4,640	4,880	5,127	5,388	5,656	5,943
Bond Contracts and Accounting Compliance Manager	4,207	4,412	4,640	4,880	5,127	5,388	5,656	5,943

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

* Step increments to be charged to Special Reserve For Capital Outlay Fund

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

AR 1/29/19

**LOWELL JOINT SCHOOL DISTRICT
2018/19 CERTIFICATED MANAGEMENT AND SUPERVISORY SALARY SCHEDULE**

Effective March 1, 2019

Effective March 1, 2019, employees shall receive a .50% increase to base base salary earnings (excluding stipends and other remuneration).

MANAGEMENT POSITIONS	DAYS	COLUMNS						
		1	2	3	4	5	6	7
Intermediate Principal	217	120,424	122,290	124,151	126,017	127,880	129,739	131,606
Elementary Principal	200	108,279	109,981	111,686	113,390	115,090	116,798	118,499
Assistant Principal	192	95,604	97,300	99,004	100,708	102,412	104,118	105,824
Director of Special Education	217	128,662	130,657	132,647	134,638	136,632	138,617	140,613
Director of Curriculum and Instruction	217	128,662	130,657	132,647	134,638	136,632	138,617	140,613

SUPERVISORY POSITIONS

Psychologist	187	91,321	93,022	94,729	96,437	98,123	99,841	102,593
Program Specialist	205	102,078	103,888	105,707	107,527	109,344	111,166	112,988

OTHER POSITIONS

District Nurse	185	Appropriate placement on the Certificated Salary Schedule						
Counselor	184	Appropriate placement on the Certificated Salary Schedule						

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:

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

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2/19/19

LOWELL JOINT SCHOOL DISTRICT

2018/19 CLASSIFIED CONFIDENTIAL SALARY SCHEDULE
Effective March 1, 2019

Effective March 1, 2019, employees shall receive a .50% increase to base base salary earnings (excluding stipends and other remuneration).

RANGE	PERFORMANCE RECOGNITION INCREASES							
	1	2	3	4	5	6	7	8
(A)	3,356	3,707	3,652	3,910	4,109	4,317	4,535	4,765
(B)	3,452	3,796	3,741	4,002	4,208	4,425	4,650	4,886
(C)	3,538	3,891	3,834	4,109	4,317	4,535	4,765	5,002
(D)	3,637	3,982	3,924	4,208	4,425	4,650	4,886	5,128
(E)	3,726	4,089	4,029	4,317	4,535	4,765	5,002	5,259
(F)	3,815	4,187	4,126	4,425	4,650	4,886	5,128	5,388
(G)	3,910	4,296	4,233	4,535	4,765	5,002	5,259	5,521
(H)	4,002	4,403	4,339	4,650	4,886	5,128	5,388	5,666
(I)	4,109	4,512	4,446	4,765	5,002	5,259	5,521	5,802
(J)	4,208	4,627	4,559	4,886	5,128	5,388	5,666	5,948
(K)	4,317	4,741	4,671	5,002	5,259	5,521	5,802	6,102
(L)	4,425	4,862	4,791	5,128	5,388	5,666	5,948	6,250
(M)	4,535	4,977	4,903	5,259	5,521	5,802	6,102	6,409
(N)	4,650	5,102	5,027	5,388	5,666	5,948	6,250	6,567
(O)	4,765	5,233	5,156	5,521	5,802	6,102	6,409	6,734
(P)	4,886	5,361	5,282	5,666	5,948	6,250	6,567	6,900
(Q)	5,002	5,494	5,413	5,802	6,102	6,409	6,734	7,073
(R)	5,128	5,638	5,555	5,948	6,250	6,567	6,900	7,256
(S)	5,259	5,773	5,688	6,102	6,409	6,734	7,073	7,429
(T)	5,388	5,918	5,831	6,250	6,567	6,900	7,256	7,613
(U)	5,521	6,072	5,983	6,409	6,734	7,073	7,429	7,803
(V)	5,666	6,219	6,127	6,567	6,900	7,256	7,613	8,006
(W)	5,802	6,377	6,283	6,734	7,073	7,429	7,803	8,202
(X)	5,948	6,534	6,438	6,900	7,256	7,613	8,006	8,405
(Y)	6,102	6,700	6,602	7,073	7,429	7,803	8,202	8,611
(Z)	6,250	6,866	6,765	7,256	7,613	8,006	8,405	8,830

CONFIDENTIAL EMPLOYEES

RANGE

LONGEVITY

Executive Assistant and Secretary to Superintendent

N

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

Administrative Assistant - Business Svcs/Classified Personnel

I

- 10 years of service 2.5 %
- 15 years of service 5 %
- 20 years of service 7.5 %
- 25 years of service 10 %
- 30 years of service 12.5%

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2018/19 TEACHER SALARY SCHEDULE
Effective March 1, 2019

Effective March 1, 2019, employees shall receive a .50% increase to base salary earnings (excluding stipends and other remuneration).

STEP	CLASS I	CLASS II	CLASS III	CLASS V	CLASS V
1	45,180	48,406	51,634	57,798	58,087
2	48,406	51,634	54,862	61,010	61,315
3	51,634	54,862	58,087	64,223	64,544
4	54,862	58,087	61,315	67,433	67,770
5	58,087	61,315	64,544	70,643	70,996
6	61,315	64,544	67,770	73,856	74,225
7		67,770	70,996	77,068	77,453
8			74,225	80,278	80,679
9			74,225	83,490	83,907
10			74,225	86,700	87,134
11			74,225	89,912	90,362
12			74,225	89,912	90,362
13			77,854	94,328	94,800
14			77,854	94,328	94,800
15			77,854	94,328	94,800
16			78,484	95,110	95,586
17			78,484	95,110	95,586
18			78,484	95,110	95,586
19			79,745	96,676	97,159
20			79,745	96,676	97,159
21			81,000	98,240	98,731
22			81,000	98,240	98,731
23			82,260	99,805	100,304
24			82,260	99,805	100,304
25			82,260	99,805	100,304
26			83,518	101,372	101,879

CLASS REQUIREMENTS

ALL UNITS ARE SEMESTER UNITS. ONE-QUARTER UNIT = 2/3 SEMESTER UNIT

- CLASS I Bachelor's degree and appropriate California Credential.
- CLASS II Bachelor's degree and appropriate California Credential, plus 15 approved units obtained after Bachelor's degree.
- CLASS III Bachelor's degree and appropriate California Credential, plus 30 approved units obtained after Bachelor's degree.
- CLASS IV Bachelor's degree and appropriate California Credential, plus 45 approved units obtained after Bachelor's degree, or Master's degree and appropriate California Credential.
- CLASS V Bachelor's degree and appropriate California Credential, plus 60 approved units obtained after Bachelor's degree, including Master's degree, or Master's degree and appropriate California Credential, plus 24 approved units obtained after Master's degree.

* Unit members will receive eleven (11) monthly paychecks August through June each school year. For members retiring on or before May 31st, in any school year, those members will receive their eleventh paycheck at the same time as their May paycheck in order to avoid potential State Teachers Retirement System (STRS) penalties for receipt of paid wages during retirement.

AM 2/19/19

Lowell Joint Education Association
(CTA/NEA)
Initial Bargaining Proposal for Sunshine
February 2019

The Lowell Joint Education Association (LJEA) exists as a body of members working to promote our students' rights to a quality public education. It is our goal to provide the best conditions and environments for both students and teachers. Through our negotiations we will address the student experience by focusing on the resources needed for student success through the District LCAP goals and the Collective Bargaining Agreement articles. Therefore, consistent with relevant provisions of the Educational Employment Relations Act (Government Code section 3540 et seq.), including Section 3547 of the Government Code, LJEA sunshines the entire contract for collective bargaining with the Lowell Joint School District. All agreements reached on individual items shall be tentative, subject to a final tentative agreement on the contract. Absent a final agreement modifying the contract, the existing contract language shall remain in full effect. The Lowell Joint Education Association reserves the right to create, add to, delete from, amend, and modify its proposals and/or open articles of the contract during the negotiations process. Unless otherwise indicated, proposals are in conceptual format.

While retaining the right to bargain the entire contract, LJEA does plan to focus on several main issues:

Article 13	Working Environment
Article 14	Class Size
Article 15	Teaching Hours and Adjunct Duties
Article 23	Salaries and Salary Schedule

As always we look forward to a positive and productive bargaining session with the District's administrative team and a swift conclusion to the bargaining process.

Regards,

Patty Jacobsen
LJEA Bargaining Chair

Debt Issuance And Management

The Governing Board is committed to long-term capital and financial planning and recognizes that the issuance of debt is a key source for funding the improvement and maintenance of school facilities and managing cash flow. Any debt issued by the district shall be consistent with law and this policy.

(cf. 3000 - Concepts and Roles)

(cf. 3460 - Financial Reports and Accountability)

(cf. 7110 - Facilities Master Plan)

(cf. 7210 - Facilities Financing)

The district shall not enter into indebtedness or liability that in any year exceeds the income and revenue provided for such year, unless two-thirds of the voters approve the obligation or one of the exceptions specified in law applies. (California Constitution, Article 16, Section 18)

When the Board determines that it is in the best interest of the district, the Board may issue debt or order an election to issue debt. The Superintendent or designee shall make recommendations to the Board regarding appropriate financing methods for capital projects or other projects that are authorized purposes for debt issuance. When approved by the Board and/or the voters as applicable, the Superintendent or designee shall administer and coordinate the district's debt issuance program and activities, including the timing of issuance, sizing of issuance, method of sale, structuring of the issue, and marketing strategies.

The Superintendent or designee shall retain a financial advisor, municipal advisor, investment advisor, and other financial services professionals as needed to assist with the structuring of the debt issuance and to provide general advice on the district's debt management program, financing options, investments, and compliance with legal requirements. Contracts for services provided by such advisors may be for a single transaction or for multiple transactions, consistent with the contracting requirements in Education Code 17596. In the event that the district issues debt through a negotiated sale, underwriters may be selected for multiple transactions if multiple issuances are planned for the same project. In addition, the district shall select a legal team on an as-needed basis to assist with debt issuances or special projects.

(cf. 3312 - Contracts)

(cf. 3600 - Consultants)

(cf. 9270 - Conflict of Interest)

Goals

The district's debt issuance activities and procedures shall be aligned with the district's vision and goals for providing adequate facilities and programs that support student learning and well-being. When issuing debt, the district shall ensure that it:

1. Maintains accountability for the fiscal health of the district, including prudent management and transparency of the district's financing programs
2. Attains the best possible credit rating for each debt issue in order to reduce interest costs, within the context of preserving financial flexibility and meeting capital funding requirements
3. Takes practical precautions and proactive measures to avoid financial decisions that could negatively impact current credit ratings on existing or future debt issues
4. Maintains effective communication with rating agencies and, as appropriate, credit enhancers such as bond insurers or other providers of credit or liquidity instruments in order to enhance the creditworthiness, liquidity, or marketability of the debt
5. Monitors the district's statutory debt limit in relation to assessed valuation within the district and the tax burden needed to meet long-term debt service requirements. Meanwhile, pursuant to the provisions of the California Education Code, the district reserves the right and ability to seek a waiver of the limitations of the California Education Code with respect to general obligation bonded indebtedness from the States Board of Education when the Board shall determine such to be appropriate.
6. When determining the timing of debt issuance, considers market conditions, cash flows associated with repayment, and the district's ability to expend the obtained funds in a timely, efficient, and economical manner consistent with federal tax laws
7. Determines the amortization (maturity) schedule which will fit best within the overall debt structure of the district at the time the new debt is issued
8. Considers the useful lives of assets funded by the debt issue, as well as repair and replacement costs of those assets to be incurred in the future
9. Preserves the availability of the district's general fund for operating purposes and other purposes that are not funded by the issuance of voter-approved debt
10. Meets the ongoing obligations and accountability requirements associated with the issuance and management of debt under state and federal tax and securities laws

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 7000 - Concepts and Roles)

Authorized Purposes for the Issuance of Debt

The district may issue debt for any of the following purposes:

1. To pay for the cost of capital improvements, including acquiring, constructing, reconstructing, rehabilitating, replacing, improving, extending, enlarging, and/or equipping district facilities

2. To refund existing debt

3. To provide for cash flow needs

(cf. 3100 - Budget)

(cf. 3110 - Transfer of Funds)

Pursuant to Government Code 53854, general operating costs, including, but not limited to, items normally funded in the district's annual operating budget, shall not be financed from debt payable later than 15 months from the date of issuance. The district may deem it desirable to finance cash flow requirements under certain conditions so that available resources better match expenditures within a given fiscal year. To satisfy both state constitutional and statutory constraints, such cash flow borrowing shall be payable from taxes, income, revenue, cash receipts, and other moneys attributable to the fiscal year in which the debt is issued.

Authorized Types of Debt

The Superintendent or designee shall recommend to the Board potential financing method(s) that result in the highest benefit to the district, with the cost of staff and consultants considered. Potential financing sources may include:

1. Short-Term Debt

a. Short-term debt, such as tax and revenue anticipation notes (TRANs), when necessary to allow the district to meet its cash flow requirements (Government Code 53850-53858)

b. Bond anticipation notes (BANs) to provide interim financing for capital bond projects that will ultimately be paid from general obligation bonds (Education Code 15150)

c. Grant anticipation notes (GANs) to provide interim financing pending the receipt of grants and/or loans from the state or federal government that have been appropriated and committed to the district (Government Code 53859-53859.08)

d. Mello-Roos special tax obligations pursuant to Government Code Section 5331 et seq.

2. Long-Term Debt

a. General obligation bonds for projects approved by voters (California Constitution, Article 13A, Section 1; Education Code 15100-15262, 15264-15276; Government Code 53506-53509.5)

(cf. 7214 - General Obligation Bonds)

b. Special tax bonds issued pursuant to the Mello-Roos Community Facilities Act of 1982 (Government Code 53311-53368.3)

(cf. 7212 - Mello Roos Districts)

3. Lease financing, either short-term or long-term, including certificates of participation (COPs)

a. Lease financing to fund capital equipment purchases when pay-as-you-go financing is not feasible (Education Code 17450-17453.1)

b. Lease financing to fund facilities projects when there is insufficient time to obtain voter approval or in instances where obtaining voter approval is either not feasible or unavailable (Education Code 17400-17429, 17456)

4. Special financing programs or structures offered by the federal or state government, such as Qualified Zone Academy Bonds or other tax credit obligations or obligations that provide subsidized interest payments, when the use of such programs or structures is determined to result in sufficiently lower financing costs compared to traditional tax-exempt bonds and/or COPs

5. Temporary borrowing from other sources such as the County Treasurer

COPs, TRANs, revenue bonds, or any other non-voter approved debt instrument shall not be issued by the district in any fiscal year in which the district has a qualified or negative certification, unless the County Superintendent of Schools determines, pursuant to criteria established by the Superintendent of Public Instruction, that the district's repayment of that indebtedness is probable. (Education Code 42133)

Relationship of Debt to District Facilities Program and Budget

Decisions regarding the issuance of debt for the purpose of financing capital improvement shall be aligned with needs for acquisition, development, and/or improvement of district property and facilities as identified in the district's facilities master plan or other applicable needs assessment, the projected costs of those needs, schedules for the projects, and the expected resources.

The cost of debt issued for major capital repairs or replacements shall be evaluated against the potential cost of delaying such repairs and/or replacing such facilities.

When considering a debt issuance, the Board and the Superintendent or designee shall evaluate both the short-term and long-term implications of the debt issuance and additional operating costs associated with the new projects involved. Such evaluation may include, but is not limited to, the projected ratio of annual debt service to the tax burden on the district's taxpayers and the ratio of annual debt service secured by the general fund to general fund expenditures.

The district may enter into credit enhancement agreements such as municipal bond insurance, surety bonds, letters of credit, and lines of credit with commercial banks, municipal bond insurance companies, or other financial entities when their use is judged to lower borrowing costs, eliminate restrictive covenants, or have a net economic benefit to the financing.

Structure of Debt Issues

The district shall consider the overall impact of the current and future debt burden of the financing when determining the duration of the debt issue.

The district shall design the financing schedule and repayment of debt so as to take best advantage of market conditions, ensure cost effectiveness, provide flexibility, and, as practical, recapture or maximize its debt capacity for future use. Principal amortization will be structured to meet debt repayment, tax rate, and flexibility goals.

For new money debt issuances for capital improvements, the district shall size the debt issuance with the aim of funding capital projects as deemed appropriate by the Board, as long as the issuance is consistent with the overall financing plan, does not exceed the amount authorized by voters, and, unless a waiver is sought and received from the state, will not cause the district to exceed the limitation on debt issuances specified in the California Constitution or Education Code 15102, 15106, 15268 or 15270, as applicable.

To the extent practicable, the district shall also consider credit issues, market factors, and tax law when sizing the district's bond issuance. The sizing of refunding bonds shall be determined by the amount of money that will be required to cover the principal of, any accrued interest on, and any redemption premium for the debt to be paid on the call date (or, in the case of cross-over refundings, the interest on the refunding debt to the crossover date) and to cover appropriate financing costs.

Any general obligation bond issued by the district shall mature within 40 years of the issuance date or as otherwise required by law. (California Constitution, Article 16, Section 18; Government Code 53508.6)

The final maturity of equipment or real property lease obligations will be limited consistent with state law.

Method of Sale

For the sale of any district-issued debt, the Superintendent or designee shall recommend the method of sale with the potential to achieve the lowest financing cost and/or to generate other benefits to the district. Potential methods of sale include:

1. A competitive bidding process through which the award is based on, among other factors, the lowest offered true interest cost
2. Negotiated sale, subject to parameters set by the Board in connection with approval thereof
3. Private placement sale, when the financing can or must be structured for a single or limited number of purchasers or where the terms of the private placement are more beneficial to the district than either a negotiated or competitive sale

Investment of Proceeds

The district shall actively manage the proceeds of debt issued for public purposes in a manner that is consistent with state law governing the investment of public funds and with the permitted securities covenants of related financing documents executed by the district. Where applicable, the district's official investment policy and legal documents for a particular debt issuance shall govern specific methods of investment of bond-related proceeds. Preservation of principal shall be the primary goal of any investment strategy, followed by the availability of funds and then by return on investment.

(cf. 3430 - Investing)

With regard to general obligation bonds, the district shall invest new money bond proceeds in the county treasury pool as required by law. (Education Code 15146)

The management of public funds shall enable the district to respond to changes in markets or changes in payment or construction schedules so as to ensure liquidity and minimize risk.

Refunding/Restructuring

The district may consider refunding or restructuring outstanding debt if it will be financially advantageous or beneficial for debt repayment and/or structuring flexibility. When doing so, the district shall consider the maximization of the district's expected net savings over the life of the debt issuance and, when using a general obligation bond to refund an existing bond, shall ensure that the final maturity of the refunding bond is no longer than the final maturity of the existing bond.

Internal Controls

The Superintendent or designee shall establish internal control procedures to ensure that the proceeds of any debt issuance are directed to the intended use. Such procedures shall assist the district in maintaining the effectiveness and efficiency of operations, properly expending funds, reliably reporting debt incurred by the district and the use of the proceeds, complying with all laws and regulations, preventing fraud, and avoiding conflict of interest.

(cf. 3314 - Payments for Goods and Services)

(cf. 3400 - Management of District Assets/Accounts)

The district shall be vigilant in using bond proceeds in accordance with the stated purposes at the time such debt was incurred as defined in the text of the voter-approved bond measure. (Government Code 53410)

When feasible, the district shall issue debt with a defined revenue source in order to preserve the use of the general fund for general operating purposes.

In addition, the Superintendent or designee shall ensure that the district completes, as applicable, all performance and financial audits that may be required for any debt issued by the district, including disclosure requirements applicable to a particular transaction.

Records/Reports

At least 30 days prior to the sale of any debt issue, the Superintendent or designee shall

submit a report of the proposed issuance to the California Debt and Investment Advisory Commission (CDIAC). Such report shall include a self-certification that the district has adopted a policy concerning the use of debt that complies with law and that the contemplated debt issuance is consistent with that policy. (Government Code 8855)

On or before January 31 of each year, the Superintendent or designee shall submit a report to the CDIAC regarding the debt authorized, the debt outstanding, and the use of proceeds of the issued debt for the period from July 1 to June 30. (Government Code 8855)

The Superintendent or designee shall provide initial and any annual or ongoing disclosures required by 17 CFR 240.10b-5 and 240.15c2-12 to the Municipal Securities Rulemaking Board, investors, and other persons or entities entitled to disclosure, and shall ensure that the district's disclosure filings are updated as needed.

The Superintendent or designee shall maintain transaction records of decisions made in connection with each debt issuance, including the selection of members of the financing team, the structuring of the financing, selection of credit enhancement products and providers, and selection of investment products. Each transaction file shall include the official transcript for the financing and pricing information, including interest rates and cost of issuance on the day when the debt was sold ("final number runs"). In addition, documentation evidencing the expenditure of proceeds, the use of debt-financed property by public and private entities, all sources of payment or security for the debt, and investment of proceeds shall be kept for as long as the debt is outstanding, plus the period ending three years after the financial payment date of the debt or the final payment date of any obligations or series of bonds issued to refund directly or indirectly all of any portion of the debt, whichever is later.

The Superintendent or designee shall annually report to the Board regarding debts issued by the district, including information on actual and projected tax rates, an analysis of bonding capacity, ratings on the district's bonds, market update and refunding opportunities, new development for California bond financings, and the district's compliance with post-issuance requirements.

Exceptions and Modifications

The District acknowledges that the capital marketplace fluctuates, municipal finance products change from time to time, and that issuer and investor supply and demand vary. These fluctuations may produce situations that are not anticipated or covered by this policy. As such, the Governing Board may make exceptions or modifications to this policy to achieve the debt management goals outlined above. Management flexibility is appropriate and necessary in such situations, provided specific authorization is granted by the Governing Board.

Policy Development

The Superintendent or designee may develop additional specific elements of a debt management framework through rules and regulations which, along with this policy, shall be reviewed periodically in consideration of changing laws, District needs and market conditions.

Legal Reference:

EDUCATION CODE

5300-5441 Conduct of elections

15100-15262 Bonds for school districts and community college districts

15264-15276 Strict accountability in local school construction bonds

15278-15288 Citizen's oversight committees

15300-15425 School Facilities Improvement Districts

17150 Public disclosure of non-voter-approved debt

17400-17429 Leasing of district property

17450-17453.1 Leasing of equipment

17456 Sale or lease of district property

17596 Duration of contracts

42130-42134 Financial reports and certifications

ELECTIONS CODE

1000 Established election dates

GOVERNMENT CODE

8855 California Debt and Investment Advisory Commission

53311-53368.3 Mello-Roos Community Facilities Act

53410-53411 Bond reporting

53506-53509.5 General obligation bonds

53550-53569 Refunding bonds of local agencies

53580-53595.55 Bonds

53850-53858 Tax and revenue anticipation notes

53859-53859.08 Grant anticipation notes

CALIFORNIA CONSTITUTION

Article 13A, Section 1 Tax limitation

Article 16, Section 18 Debt limit

UNITED STATES CODE, TITLE 15

78o-4 Registration of municipal securities dealers

UNITED STATES CODE, TITLE 26

54E Qualified Zone Academy Bonds

CODE OF FEDERAL REGULATIONS, TITLE 17

240.10b-5 Prohibition against fraud or deceit

240.15c2-12 Municipal securities disclosure

CODE OF FEDERAL REGULATIONS, TITLE 26

1.103 Interest on state and local bonds

1.141 Private activity bonds

1.148 Arbitrage and rebate

1.149 Hedge bonds

1.6001-1 Records

Management Resources:

**CALIFORNIA DEBT AND INVESTMENT ADVISORY COMMISSION
PUBLICATIONS**

California Debt Issuance Primer

GOVERNMENT FINANCE OFFICERS ASSOCIATION PUBLICATIONS

An Elected Official's Guide to Debt Issuance, 2nd Ed., 2016

Understanding Your Continuing Disclosure Responsibilities, Best Practice, September 2015

Investment of Bond Proceeds, Best Practice, September 2014

Selecting and Managing Municipal Advisors, Best Practice, February 2014

Debt Management Policy, Best Practice, October 2012

Analyzing and Issuing Refunding Bonds, Best Practice, February 2011

INTERNAL REVENUE SERVICE PUBLICATIONS

Tax Exempt Bond FAQs Regarding Record Retention Requirements

Tax-Exempt Governmental Bonds, Publication 4079, rev. 2016

U.S. GOVERNMENT ACCOUNTABILITY OFFICE PUBLICATIONS

Internal Control System Checklist

WEB SITES

California Debt and Investment Advisory Commission: <http://www.treasurer.ca.gov/cdiac>

Government Finance Officers Association: <http://www.gfoa.org>

Internal Revenue Service: <http://www.irs.gov>

**Municipal Security Rulemaking Board, Electronic Municipal Market Access (EMMA):
<http://www.emma.msrb.org>**

U.S. Government Accountability Office: <http://www.gao.gov>

U.S. Securities and Exchange Commission: <http://www.sec.gov>

Policy Adopted:



LOWELL JOINT SCHOOL DISTRICT

ASSISTANT SUPERINTENDENT OF FACILITIES AND OPERATIONS



Classified Management Salary Schedule

JOB SUMMARY:

Under the direction of the Superintendent, plan, organize, control and direct the District's facilities and operations services including maintenance, operations, nutrition services, facility planning, construction, and management; develop and implement long and short-term plans and activities including recommended prioritization of resources; supervise and evaluate the performance of assigned staff.

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 classification.

- Plan, organize, control and direct a variety of programs, projects and activities related to operations including maintenance, operations, facility planning and management, construction, and nutrition services.
- Represent and negotiate District interests in project planning and interagency relations with state and local government, business agencies, staff, parents and community members.
- Analyze funding sources for capital facilities and design District participation for maximizing funding qualification.
- Provide technical expertise regarding assigned functions; formulate and develop policies and procedures; review and evaluate services and make necessary adjustments.
- Provide the Board and Superintendent with information and data to support recommendations and decisions; inform the Board and Superintendent of matters related to long-range planning and necessary policy changes.
- Develop and implement long and short-term plans and activities including recommended prioritization of resources; meet with the Superintendent and Cabinet to develop goals, make decisions and provide direction and leadership for the overall District; attend Cabinet, Leadership Team, Bond Oversight Committee meetings, and Board of Education meetings and prepare Board agendas and briefings; follow up on Board issues as appropriate; present on-going reports to Board regarding facilities budget planning, project implementation, and construction issues.
- Direct the preparation and maintenance of a variety of narrative and statistical reports, records and files; assure accuracy of federal and state reporting regarding operational services; prepare and maintain records and reports, including property contracts, insurance policies, legislative updates and other related reports.
- Communicate with other administrators, District personnel and contractors to coordinate activities and programs, resolve issues and conflicts and exchange information to assure effective services.
- Oversee the planning of new facilities and/or modernization; negotiate site purchases; manage architect and construction contracts; establish development schedules and monitor progress; develop alternatives for financing facilities as needed.
- Supervise, develop and evaluate the performance of assigned staff; assigned staff includes all maintenance and operations staff members; interview and select employees and recommend transfers, reassignment, termination and disciplinary actions; plan, coordinate and arrange for appropriate training of subordinates; manage personnel-related issues in the division.
- Develop and prepare the annual budget for the facilities, maintenance and operations, nutrition services, and construction categories; analyze and review budgetary and financial data; monitor and authorize expenditures in accordance with established guidelines.
- Analyze and make recommendations regarding cost effectiveness of facilities, and maintenance, operations and nutrition services.
- Monitor and review existing and proposed laws and regulations affecting operational services.
- Administer, plan and direct the District nutrition services program, including maintenance of nutrition equipment (kitchens and vehicles); assure compliance with federal, state and local laws, rules and regulations related to nutrition services.

- Administer, plan and direct the District maintenance and operations program; direct the development and implementation of short and long range plans and programs related to facilities maintenance including preventative maintenance; monitor and authorize expenditures in accordance with established guidelines.
- Administer, plan and direct the District facility planning and management; develop and implement long and short term plans, the planning and funding of major District facilities projects, and prioritization of resources.
- Administer, plan and direct the variety of contracted projects related to the construction, repair, remodeling, and upgrading of District facilities; direct the design, planning, inspection of projects and selection of related professionals; direct the coordination of District contracts with contractors, design professionals and inspectors.
- Performs other related duties as assigned.

QUALIFICATION GUIDELINES:

Knowledge of:

Administration of facilities, school nutrition, and maintenance and operations departments; school business management including facilities acquisition, construction, maintenance, and other assigned areas; project budget preparation and control; oral and written communication skills; principles and practices of administration, supervision and training; applicable laws, codes, regulations, policies and procedures affecting facilities, school nutrition, and maintenance and operations; operation of computer equipment and specified software; computer programs that support efficient processing and managing of data for facilities planning; public contract code; and construction management techniques.

Ability to:

Plan, organize and direct a variety of services related to facilities, school nutrition, and maintenance and operations; communicate clearly and concisely, both orally and in writing; interpret, apply and explain rules, regulations, policies and procedures; establish and maintain cooperative relationships with all people encountered in this position; effectively supervise employees; analyze situations accurately and adopt an effective course of action; meet schedules and time lines; work independently with little direction; plan, organize and direct complex projects; prepare comprehensive narrative and statistical reports; supervise and evaluate the performance of assigned staff; maintain current knowledge of technological advances in the field; maintain current knowledge of program rules, regulations, requirements and restrictions; demonstrate expertise and knowledge of computer programs that support efficient processing and managing of data for facilities planning; operate a computer and applicable software; stand or walk for extended periods to conduct inspections; inspect repairs and safety issues; climb ladders and work at heights; bend at the waist; lift, carry, push or pull moderately heavy objects; drive a vehicle to conduct work.

Education/Training/Experience:

Any combination equivalent to: master's degree in engineering, business administration or related field and five years increasingly responsible management experience in one or more of the areas managed. Possess appropriate experience and certification in areas related to facilities planning.

Licenses/Certificates/Special Requirements:

A valid California Driver's License and the ability to maintain insurability under the District's Vehicle Insurance Policy.

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:

While performing the duties of this position, the employee is required to constantly sit for periods of time; talk or hear, in person and by telephone; use hands and fingers to touch, handle, feel or operate standard office equipment including technology; and reach with hands and arms. The employee may be frequently required to stand and walk, bend and stoop, and to grasp, lift and move records and documents typically weighing less than 20 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

Mental Demands:

While performing the duties of this position, the employee may be regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; observe and interpret situations; learn and apply new information or skills; use math and mathematical reasoning; perform highly detailed work; work on multiple and concurrent tasks; work with frequent interruptions; work under intensive deadlines; and interact with District and program personnel, school administrators, managers, staff, vendors, the public, and others encountered in the course of work.

Work Environment:

While performing the duties of this job, the employee will work indoor, outdoor, office shop and construction environment. The employee will work with noise from equipment operation. The employee will be on call.

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: 12 months per year, 5 days per week, 8 hours per day

PURCHASE ORDERS FOR BOARD APPROVAL

February 4, 2019

NO#	VENDOR	DESCRIPTION	AMOUNT
84727	CENTER CITIES AUTOMOTIVE	MAINTENANCE, SERVICE	\$575.57
84728	GRAINGER	MG-MATERIALS	\$979.41
84729	ORBIT EVENT RENTAL	RANCHO-RENTAL	\$2,020.00
84730	CITY OF LA HABRA	GROUNDS, MAINTENANCE-STOCK	\$1,821.51
84731	GENERAL PROJECTS CONTROL	MACY-SERVICE	\$5,379.00
84732	MD INSTALLATION INTL	EP-MATERIALS	\$2,265.00
84733	GREAT SCOTT TREE COMPANY	MACY-SERVICE	\$900.00
84734	DB SERVICE CENTER	GROUNDS-MATERIALS	\$200.00
84735	SCHOOL SPECIALITY	RANCHO-MATERIALS	\$830.58
84736	DTSC	MAINTENANCE-SUPPLIES	\$240.00
84737	JONES SCHOOL SUPPLY	AWARDS	\$163.00
84738	AMAZON	DISCIPLINE TOOL KIT	\$20.94
84739	GREENFIELD LEARNING, INC.	LICENSE FOR READING PLUS	\$2,340.00
84740	ARROW RESTAURANT EQUIPMENT	LUNCH LINE FOR EL PORTAL	\$27,099.74
84741	CAS DATALOGGER	TEMPERATURE LOGGER-RS & OL	\$677.00
84742	SOUTHWEST SCHOOL SUPPLY	MEADOW GREEN, SUPPLIES	\$2,206.59
84743	SOUTHWEST SCHOOL SUPPLY	SPEC EDUC-SUPPLIES	\$530.00
84744	SOUTHPAW	EXPANSION BEAM	\$475.48
84745	SOUTHWEST SCHOOL SUPPLY	RANCHO-SUPPLIES	\$6,407.34
84746	LJSD IMC	EPSON PROJECTOR SPARE LAMP	\$0.00
84747	SOUTHWEST SCHOOL SUPPLY	CURR-SUPPLIES	\$865.51
84748	SOUTHWEST SCHOOL SUPPLY	FISCAL-SUPPLIES	\$150.95
84749	SOUTHWEST SCHOOL SUPPLY	SUPT-SUPPLIES	\$453.90
84750	SOUTHWEST SCHOOL SUPPLY	OLITA-SUPPLIES	\$1,810.32
84751	SCHOOL LIFE	BRAG TAGS-INCENTIVES	\$62.63
84752	VEX ROBOTICS	ROBOT ACCESSORIES	\$931.15
84753	ACCO BRANDS	1 YR WARRANTY-LAMINATOR	\$543.98
84754	SCHOLASTIC	MAGAZINE ORDER	\$100.00
84755	CATAPULT EMS	EMERGENCY MANAGEMENT SYSTEM	\$8,578.84
84756	AERIES	SOFTWARE LICENSE RENEWAL	\$17,686.14
84757	PHONAK	AUDIO SHOE	\$235.49
84758	LA HABRA ROTARY CLUB	MEMBERSHIP DUES	\$320.00
84759	CSM, CONSULTING	E-RATE	\$2,125.00
84760	EPSON	PRINTERS	\$1,098.00
84761	MHS	FORMS	\$650.08
84762	CENTURY SCIENCE & PRINTING	BANNERS	\$750.00
84763	FENN TERMITE & PEST CONTROL	RS-SERVICES	\$395.00
84764	WTI TREMCO	JORDAN-SERVICE	\$1,610.00
84765	WTI TREMCO	MACY-SERVICE	\$1,750.00
84766	A-1 FENCE	MACY-RENTAL	\$150.00
84767	BEE GONE BEE REMOVAL	RS-SERVICES	\$100.00
84768	ABES PLUMBING	RS-SERVICES	\$1,700.00
84769	A-1 FENCE	MACY-RENTAL	\$150.00
84770	CINTAS FIRE PROTECTION	OLITA-SERVICE	\$135.00
84771	ICS SERVICE CO.	JORDAN-SERVICE	\$42.40
84772	CENTER CITIES AUTOMOTIVE	MAINTENANCE-SERVICE	\$672.25
84773	WHITTIER CHRISTIAN HIGH SCHOOL	BUSES	\$400.00
84774	A&D TRANSPORTATION	BUS-11/7/2018 AND 12/13/18	\$720.00
84775	JDW PEPPER	BAND SUPPLIES	\$144.40
84776	DATA IMPRESSIONS	INK CARTRIDGES	\$646.47
84777	ADMINISTRATIVE SERV. CO-OP	STUDENT TRANSPORTATION	\$250,000.00
84778	AMAZON	SUPPLIES	\$173.91
84779	ACTION TROPHY	TROPHIES	\$706.87
84780	ORIENTAL TRADING	STUDENT INCENTIVES	\$89.00
84781	AMERICAN EXPRESS	PURCHASES FOR DECEMBER 2018	\$5,684.53
84782	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	LEGAL SERVICES FOR NOVEMBER 2018	\$3,707.40
84783	CDW-GOVERNMENT	PRINTER-OLITA	\$211.37
84784	SCHOOL MESSENGER	NOTIFICATION SERVICE	\$2,739.46
84785	DEMCO	LIBRARY SUPPLIES	\$94.49
84786	GINA TRINIDAD DESIGNS AKA GT DESIGNS	PRINTING-FACES OF FREEDOM	\$200.00

"B" WARRANTS FOR BOARD APPROVAL ON:
February 4, 2019

"B" WARRANT DOCUMENTS : 900 - 1200, 3070 - 3081

587,921.66

THE FOLLOWING "B" WARRANT VOUCHERS ARE INCLUDED IN THE ABOVE SEQUENCE OF NUMBERS SUBMITTED FOR APPROVAL. ANY INTERRUPTIONS IN THE SEQUENCE ARE DUE TO THE VOUCHER BEING HELD FOR AUDIT BY LACOE AND RELEASED AT A LATER DATE. THE 3000s INDICATE A NUTRITION SERVICES PAYABLE.

NO#		AMOUNT
900	IMPERIAL BAND INSTRUMENTS - BAND REPAIRS	4,262.75
989	WPS-SPECIAL ED, SUPPLIES	112.00
1043	JANICE JACOBSEN-EL PORTAL, ART INSTRUCTION	336.00
1054	PRENTICE SCHOOL- NON PUBLIC SCHOOL TUITION	180.00
1057	KATHLEEN PILAR VILLARINO-REIMBURSEMENT	13.52
1060	AMERICAN FIDELITY-DEC 2018	5,465.00
1061	CREDIT UNION OF SO CAL-DEC 2018	2,887.80
1062	SCHOOLS FIRST CREDIT UNION-DEC 2018	18,835.00
1063	AAA ELECTRIC MOTOR SALES & SVC-OL, SUPPLIES	148.77
1064	CANNINGS HARDWARE LA HABRA-MG, SUPPLIES	15.13
1065	GLASBY MAINTENANCE SUPPLY-EP,JO,OL,RS	6,077.74
1066	JAMES HARDWARE CO.-EP,MG, SUPPLIES	59.91
1067	SHERWIN-WILLIAMS-MA, OL, SUPPLIES	267.03
1068	SOUTHEAST CONSTRUCTION-MA, SUPPLIES	239.15
1076	SO CAL GAS-MG, UTILITIES	48.56
1077	SO CAL EDISON-RS, SUPPLIES	5,061.53
1078	LA HABRA ROTARY CLUB-MEMBERSHIP	320.00
1079	SOUTHPAW - FLOOR MAT SUPPLIES	1,764.00
1080	WPS-SPECIAL ED, SUPPLIES	455.31
1081	YORKTOWN - SUPPLIES, DISTRICT OFFICE	465.76
1082	CITY OF WHITTIER - PARA POLICE FOR BOARD MEETING	353.83
1083	ERICA LUA - CPI TRAINING MILEAGE REIMBURSEMENT	14.82
1084	TREMCO/ WEATHERPROFFING TECH. - ROOF REPAIRS	925.00
1085	SOUTHWEST SCHOOL SUPPLY - SCHOOL SUPPLIES	3,184.43
1086	ANGELA MILAZZO - MACY, SUPPLIES REIMBURSEMENT	275.82
1087	CITY OF SANTA FE SPRINGS - RS, FOOTBALL TOURNAMENT	125.00
1088	GINA TRINIDAD - RS, ACADEMY LOGO SHIRTS	128.12
1089	WHITTIER HIGH SCHOOL - RENTAL OF AUDITORIUM	409.76
1090	SPARKLETTS - RANCHO STARBUCK WATER	105.09
1091	READYREFRESH BY NESTLE - DISTRICT OFFICE WATER	64.04
1092	ANNIE LAVIN-RS, DANCE INSTRUCTION	1,500.00
1094	SENTRY SIGNS-SUPT OFFICE, SUPPLIES	735.84
1095	PROJECT SUPPORT SERVICES - MAINTENANCE	2,187.50
1096	GREEN'S SECURITY CENTERS, INC.-M&O, SUPPLIES	21.65
1097	MOBIL SERVICE CENTER-M&O, SUPPLIES	49.75
1098	SUBURBAN WATER-MG, RS, UTILITIES	5,958.71
1099	CITY OF LA HABRA WATER DEPT-EP, UTILITIES	442.36
1100	SO CAL EDISON-JO, DO, UTILITIES-NOV 2018	3,726.89
1101	SARAH JAN - CPI TRAINING/ MILEAGE REIMBURSEMENT	14.39

1102	NCS PEARSON, INC. - SPECIAL ED. FORMS	515.00
1111	CALIF. PUBLIC EMPLOYEES RET. SYSTEM/ MED. INS., DEC.	276,664.62
1112	CALIF. PUBLIC EMPLOYEES RET. SYSTEM/ MED. INS., DEC.	5,018.75
1113	BEHAVIOR AND EDUCATION-SP ED, TUITION	7,113.33
1114	O.C.D.E. - EXCESS COST, OCTOBER - NOVEMBER	9,049.16
1115	SOUTHERN CALIFORNIA GAS - NOV. - DEC.	439.49
1116	SOUTHERN CALIFORNIA EDISON - NOV. - DEC.	3,098.98
1117	MCI A VERIZON CO. - OCTOBER - NOVEMBER	17.91
1118	VERIZON WIRELESS - NOVEMBER - DECEMBER	1,586.39
1119	SUBURBAN WATER SYSTEMS - NOVEMBER - DECEMBER	1,547.72
1120	SOUTHERN CALIFORNIA GAS - NOVEMBER - DECEMBER	155.09
1121	SOUTHERN CALIFORNIA EDISON - DEC. - JAN.	49.06
1122	JIVE COMMUNICATIONS - INTERCONNECTED VOIP	3,162.73
1123	IMAGE APPAREL FOR BUSINESS - UNIFORMS	303.13
1124	INK 387 - MAINTENANCE/ DSA CERTIFICATION	1,750.00
1125	JM & J CONTRACTORS - DOOR INSTALLATIONS	3,600.00
1126	LA HABRA HIGH SCHOOL CHOIR - REGISTRATION FEE	75.00
1127	AMERICAN EXPRESS-DISTRICT, DEC 2018	5,684.53
1128	KENNY HUFF - RS, SUPPLIES REIMBURSEMENT	133.00
1128	KENNY HUFF - RS, SUPPLIES REIMBURSEMENT	133.00
1129	TENA SERRANO - RS, SUPPLIES REIMBURSEMENT	371.21
1130	DELTA DENTAL- CERT. RETIREE VOL. PLAN., JANUARY	2,094.36
1131	2ND GEAR - LCD'S, CABLE SUPPLIES	811.51
1132	AC POWER 1 - JORDAN-SUPPLIES	6,338.14
1133	AMERICAN PRINTING HOUSE FOR THE BLIND - SUPPLIES	257.00
1134	CITY OF LA HABRA - GROUNDS, NOVEMBER FUEL	1,821.51
1135	DEPT OF TOXIC SUBSTANCES - WASTE MANAGEMENT	240.00
1136	F.M. THOMAS AIR CONDITIONING - RS, A/C REPAIR	10,511.00
1137	GRANADA ASB - GIRLS VOLLEYBALL TOURNAMENT	125.00
1138	GREAT SCOTT TREE SERVICE, INC - TREE REMOVAL	900.00
1139	BUG FLIP - GENERAL PEST CONTROL	400.00
1140	HUNTINGTON HARDWARE - JORDAN/ NEW WEBSITE	228.71
1141	JAMES HARDWARE - MAINTENANCE STOCK	127.44
1142	LOWES - MAINTENANCE SUPPLIES	229.27
1143	PDQ RENTAL CENTER - RS, SPORTS COURTS	246.00
1144	SUPPLY WORKS - MAINTENANCE SUPPLIES	925.90
1145	WALTERS - MEADOW GREEN, ELECTRICAL	19.49
1146	BUDDY'S ALL STAR - CUSTOM SHIRTS/ JACKETS	479.65
1147	CDW GOVERNMENT - LAMPS/ EL PORTAL	337.38
1148	GREENFIELD LEARNING - OL, READING PLUS	2,340.00
1149	ATKINS, ANDELSON, LOYA, RUUD, ROMO - LEGAL SERVICES	3,707.40
1150	JUNIOR ACHIEVEMENT OF SOUTHERN CA. - BOOKS	851.44
1151	MIND RESEACH - MEADOW GREEN, JIJI CHART	78.08
1152	WARE DISPOSAL - TRASH SERVICE, NOV. - DEC.	2,785.76
1153	ADMINISTRATIVE SERVICES CO-OP - AUG. - OCT	34,844.00
1154	GALLAGHER PEDIATRIC THERAPY-SP ED TUITION	3,864.78
1155	SCHOOL FACILITIES SUPPORT-M&O, CONTRACT SVCS	9,570.00
1156	RENAISSANCE-MG, RENEWAL 2019/20	1,979.00

1157	DEBRA AMOS-NUTRITION SVCS CONSULTANT	800.00
1158	WHITTIER HIGH SCHOOL - RENTAL OF AUDITORIUM	2,158.88
1159	RHONDA ESPARZA - PURCHASE REIMBURSEMENT	43.61
1160	CA DEPT OF TAX & FEE-Q4 2018-SALES/USE TAX	651.00
1161	CATAPULTK12-TECH, SUPPLIES	3,614.84
1162	DEMSEY, FILLIGER, & ASSOCIATES-CONTRACT SVCS	4,250.00
1163	FULLERTON SCHOOL DISTRICT-MA, RS, DO-SUPPLIES	4,216.09
1164	A&D TRANSPORTATION - RS, PASSENGER BUS	720.00
1166	ABES PLUMBING - RS, SEWER CLEAN UP	1,700.00
1167	BEE GONE REMOVAL SERVICE - RS, SERVICE	100.00
1168	BRIAN KENYON ART STUDIO - GOLDEN BELL AWARD	999.00
1169	CDW GOVERNMENT - MA/MG, SUPPLIES	1,753.32
1170	CENTER CITIES AUTOMOTIVE - VEHICLE REPAIR	672.25
1173	CULVER-NEWLIN - SALES TAX FOR INVOICE	82.46
1174	FENN TERMITE & PEST CONTROL - TERMITE TREATMENT	395.00
1175	GENERAL PROJECT CONTROL - MACY, LANDSCAPE	5,379.00
1176	ARIANA CAZARES - RANCHO STARBUCK, ART SUPPLIES	110.47
1177	AMERICAN FIDELITY ASSURANCE/ EMP. DEDUCTIONS, DEC.	10,500.02
1178	ASSOC. OF CA. SCHOOL ADMIN./EMP. DEDUCTIONS, DEC.	171.23
1179	CA. ASSOC. OF SCHOOL PSYCH/ EMP.DEDUCTIONS, DEC.	15.50
1180	CALIF. SCHOOL EMPLOYEES ASSOC./EMP. DEDUCTIONS, DEC.	2,957.31
1181	CALIF. TEACHERS ASSOC./EMPLOYEE DEDUCTIONS, DEC.	12,595.15
1182	PACIFIC EDUCATORS, INC./EMP. DEDUCTIONS, DEC.	77.00
1183	THE STANDARD INSURANCE - VOL. DEDUCTIONS, DEC.	5,191.06
1184	UNITED WAY OF GREATER L.A./EMP.DEDUCTIONS, DEC.	10.00
1185	SUBURBAN WATER SYSTEMS - DECEMBER - JANUARY	1,261.00
1186	SOUTHERN CALIFORNIA EDISON - DECEMBER - JANUARY	6,560.28
1187	FRONTIER COMMUNICATIONS - JANUARY - FEBRUARY	53.51
1188	WARE DISPOSAL - TRASH SERVICE, JANUARY	2,765.76
1190	ESTHER OTA - MEADOW GREEN, CERTIFICATE PAPER	114.32
1191	O.C.D.E. - WORKSHOP/ EXCESS COST, DECEMBER	5,124.58
1192	PRO-ED, INC. - SPECIAL ED. FORMS	148.50
1193	IMPERIAL BAND INSTRUMENTS - BAND REPAIRS	515.09
1194	JONES SCHOOL SUPPLY CO. - MG, AWARDS	291.90
1195	JUST FOR ME CANDLES - FUNDRAISING CANDLES	2,336.00
1196	IMAGE APPAREL FOR BUSINESS - UNIFORMS	313.76
1198	SONOVA USA INC./ PHONAK - SPECIAL ED. SUPPLIES	238.99
1200	SOUTHERN CALIFORNIA EDISON - DECEMBER - JANUARY	542.19
3070	GOLD STAR FOODS - NUTRITION SERVICES	15,845.81
3071	BUG FLIP - DECEMBER, PEST CONTROL	180.00
3072	DRIFTWOOD DAIRY - NUTRITION SERVICES	5,725.16
3073	ECOLAB - FOOD SERVICE SUPPLIES	586.56
3074	LADY BUGS ENVIRONMENTAL - PEST CONTROL	55.00
3075	LOVE TO SNACK - NUTRITION SERVICES, FOOD	362.88
3076	P&R PAPER SUPPLY CO. - NUTRITION, SUPPLIES	3,694.26
3077	SO. CAL. PIZZA CO. - NUTRITION SERVICES, FOOD	5,015.40
3078	VALPRO, INC. - NUTRITION SERVICES, FOOD	2,295.74
3079	SHARON KIM - MILEAGE REIMBURSEMENT, OCT - DEC.	39.65

LOWELL JOINT SCHOOL DISTRICT
EMPLOYER-EMPLOYEE RELATIONS/PERSONNEL REPORT 2018/19 #7

February 4, 2019

I. CERTIFICATED EMPLOYEES

A. CHANGE OF STATUS

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENT
Yolanda Navarro-Diaz	01/22/19	02/01/19	MG	Medical Leave
Heather Parrecho	01/27/18	02/24/19	MG	Medical Leave/FMLA
Amy Abell	01/14/19	02/01/19	EP	Leave/FMLA

B. STIPENDS/EXTRA DUTY

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENT
Kristen Cooke	08/13/18	5/31/18	JO	To be paid \$35.00 per hour, not to exceed 4 hours per Saturday, to serve as a Supervisor for Saturday Enrichment, Enhancement, Encouragement school. To be paid from the Saturday School Account.

C. RESIGNATIONS

NAME	EFFECTIVE DATE	SITE	COMMENT
Roxanne Pulido Alvarado	01/31/19	OL	Speech Lanuage Pathologist

D. SUBSTITUTE CHANGE OF PAY

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENT
Tiffany Shun-Hernandez	01/29/19	02/24/19	DO	To be paid special long term rate of \$170.00 for Jordan Elementary School for Kindergarten grade classroom
Ryan Maruyama	01/22/19	02/01/19	DO	To be paid special long term rate of \$170.00 for Meadow Green Elementary School for fifth grade classroom

Jennifer McCullough

01/14/19

02/01/19

DO

To be paid special long term rate of \$170.00 for El Portal Elementary School for second grade classroom

E. EMPLOYMENT OF SUBSTITUTES EFFECTIVE 08/14/18 FOR THE 2018/19 SCHOOL YEAR \$131.00 PER DAY RATE AND \$170.00 LONG TERM AND \$65.50 PER HALF DAY RATE AND \$35.00 PER HOUR*

Christine Serrano
Michelle Flores-Carranza

*It is further recommended that the individuals listed above be approved to instruct in the Intervention Programs. The rate of pay is \$35.00/hour and will be paid from Title I, or LCFF Supplemental Grant Funds.

*It is further recommended that the individuals listed above be approved as home school teachers, if needed, for the 2018/19 school year at a rate of \$35.00/hour, not to exceed five hours per week, per student. Mileage will be paid at the IRS Standard Mileage Rate for the 2018/19 school year.

CLASSIFIED EMPLOYEES
1-14-18

A. MONTHLY – 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>
1. Atkinson, Katherine	01/04/19	03/01/19		DO	Switchboard Operator/Receptionist/Maternity Leave
2. Brown, Matthew	11/27/19	02/04/19		EP	Day Custodian/FMLA
3. Figueroa, Ralph	02/01/19			MNT	Director of Maintenance, Operations and Facilities/Resignation
4. Hernandez, Darlene	01/06/19		R23/S6	DO	Fiscal Services Clerk/Performance Recognition Increase
5. Mao, Alan	01/22/19		MGT6	DO	Director of Educational and Information Technology/Step Increase

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>
1. Adair, Darrel	01/28/19		MGT8	DO	Interim Director of Maintenance, Operations and Facilities
2. Bullard, April	01/01/19		R18/S1	DO	School Clerk Intermediate/Substitute
3. Davis, Christina	01/15/19	05/30/19	R23/S1	DO	Secretary-Maintenance and Operations/Substitute/Cross training
4. Flores, Guadalupe	01/01/19		R18/S8	DO	Night Custodian/Substitute
5. Flores, Guadalupe	01/01/19		R21/S1	DO	Day Custodian/Substitute
6. Johnson, Fleur	01/16/19		R14/S1	DO	Instructional Assistant/Substitute

7. Johnson, Fleur	01/16/19		R15/S1	DO	Instructional Assistant/Substitute
8. Mendoza, Ruben	01/22/19		R18/S1	DO	Night Custodian/Substitute
9. Mendoza, Ruben	01/22/19		R21/S1	DO	Day Custodian/Substitute
10. Rodriguez, Brenda	02/04/19	04/05/19		OL	Bilingual Instructional Aide/Unpaid Leave of Absence
11. Jan, Sandy	02/01/19	02/28/19		DO	Secretary Guidance/Curriculum/temporary increase of hours

C. CAFETERIA FUND

	<u>NAME/ EMPLOYEE ID#</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>RANGE/ STEP</u>	<u>SITE</u>	<u>COMMENTS</u>
1.	Castro, Nathan	01/07/19		R7/S1	JO	Cafeteria Worker/Replacement for Vacancy
2.	Costello, Jennifer	08/01/18	02/28/19		MG	Cafeteria Worker/Temporary Increase of Hours
3.	Davis, Joanne	01/25/19		R7/S1	DO	Cafeteria Worker/Substitute
4.	Davis, Joanne	01/25/19		R14/S1	DO	Satellite Cafeteria Worker/Substitute
5.	Davis, Joanne	01/25/19		R18/S8	DO	Cafeteria Manager/Substitute
6.	Fernandez, Lisa Jo	02/01/19		R7/S3	RS	Cafeteria Worker/Replacement for Vacancy

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs, Superintendent

Subject: Presentation of Second Interim Report 2018/19

INFORMATION/
ACTION

Education Code Sections 35035(g), 42130, and 42131 require Board approval of the District's Second Interim Report 2018/19 and certification by the Board as to whether or not the District certifies they are able to maintain positive cash and fund balances for the current and subsequent two fiscal years. The Board can certify they are certain (positive certification), uncertain (qualified certification), or negative (negative certification) they can meet their current and subsequent two years positive cash and fund balances. The Board approved interim report is due to the Los Angeles County Office of Education by March 18, 2019.

It is recommended the Board of Trustees adopt the 2018/19 Second Interim and approve a "Positive Certification" for the reporting period of the District's ability to meet its financial obligations for the current and two subsequent years based upon the current 2018/19 State budget and proposed 2019/20 State budget assumptions defined by the Los Angeles County Office of Education, and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Adoption of Debt Issuance and Management – Board
Policy 3470

ACTION/
SECOND READING

California Government Code Section 8855(i) requires that the District's report of proposed debt issuance that must be filed with the California Debt and Investment Advisory Commission include a certification by the District that (1) it has adopted local debt policies concerning the use of debt, and (2) the contemplated debt issuance is consistent with those local debt policies. SB 1029 provides that a local debt policy must include all of the following: (a) the purposes for which the debt proceeds may be used; (b) the types of debt that may be issued; (c) the relationship of the debt to, and integration with, the issuer's capital improvement program or budget, if applicable; (d) policy goals related to the issuer's planning goals and objectives; and (e) the internal control procedures that the issuer has implemented, or will implement, to ensure that the proceeds of the proposed debt issuance will be directed to the intended use.

The purpose of the proposed Board Policy 3470 - Debt Issuance and Management is to provide a functional tool for debt management that complies with the requirements of Government Code Section 8855(i). The proposed policy was adapted from the California School Boards Association's model in consultation with the District's Municipal Advisor, Fieldman, Rolapp & Associates, and Bond Counsel, Orrick, Herrington & Sutcliffe LLP.

It is recommended that Board Policy 3470 Debt Issuance and Management and accompanying Administrative Regulations be approved, and that the Superintendent or designee be authorized to execute the necessary documents.

AR/md

Superintendent's Comment:

APPROVAL RECOMMENDED.

Debt Issuance And Management

The Governing Board is committed to long-term capital and financial planning and recognizes that the issuance of debt is a key source for funding the improvement and maintenance of school facilities and managing cash flow. Any debt issued by the district shall be consistent with law and this policy.

(cf. 3000 - Concepts and Roles)

(cf. 3460 - Financial Reports and Accountability)

(cf. 7110 - Facilities Master Plan)

(cf. 7210 - Facilities Financing)

The district shall not enter into indebtedness or liability that in any year exceeds the income and revenue provided for such year, unless two-thirds of the voters approve the obligation or one of the exceptions specified in law applies. (California Constitution, Article 16, Section 18)

When the Board determines that it is in the best interest of the district, the Board may issue debt or order an election to issue debt. The Superintendent or designee shall make recommendations to the Board regarding appropriate financing methods for capital projects or other projects that are authorized purposes for debt issuance. When approved by the Board and/or the voters as applicable, the Superintendent or designee shall administer and coordinate the district's debt issuance program and activities, including the timing of issuance, sizing of issuance, method of sale, structuring of the issue, and marketing strategies.

The Superintendent or designee shall retain a financial advisor, municipal advisor, investment advisor, and other financial services professionals as needed to assist with the structuring of the debt issuance and to provide general advice on the district's debt management program, financing options, investments, and compliance with legal requirements. Contracts for services provided by such advisors may be for a single transaction or for multiple transactions, consistent with the contracting requirements in Education Code 17596. In the event that the district issues debt through a negotiated sale, underwriters may be selected for multiple transactions if multiple issuances are planned for the same project. In addition, the district shall select a legal team on an as-needed basis to assist with debt issuances or special projects.

(cf. 3312 - Contracts)

(cf. 3600 - Consultants)

(cf. 9270 - Conflict of Interest)

Goals

The district's debt issuance activities and procedures shall be aligned with the district's

vision and goals for providing adequate facilities and programs that support student learning and well-being. When issuing debt, the district shall ensure that it:

1. Maintains accountability for the fiscal health of the district, including prudent management and transparency of the district's financing programs
2. Attains the best possible credit rating for each debt issue in order to reduce interest costs, within the context of preserving financial flexibility and meeting capital funding requirements
3. Takes practical precautions and proactive measures to avoid financial decisions that could negatively impact current credit ratings on existing or future debt issues
4. Maintains effective communication with rating agencies and, as appropriate, credit enhancers such as bond insurers or other providers of credit or liquidity instruments in order to enhance the creditworthiness, liquidity, or marketability of the debt
5. Monitors the district's statutory debt limit in relation to assessed valuation within the district and the tax burden needed to meet long-term debt service requirements. Meanwhile, pursuant to the provisions of the California Education Code, the district reserves the right and ability to seek a waiver of the limitations of the California Education Code with respect to general obligation bonded indebtedness from the States Board of Education when the Board shall determine such to be appropriate.
6. When determining the timing of debt issuance, considers market conditions, cash flows associated with repayment, and the district's ability to expend the obtained funds in a timely, efficient, and economical manner consistent with federal tax laws
7. Determines the amortization (maturity) schedule which will fit best within the overall debt structure of the district at the time the new debt is issued
8. Considers the useful lives of assets funded by the debt issue, as well as repair and replacement costs of those assets to be incurred in the future
9. Preserves the availability of the district's general fund for operating purposes and other purposes that are not funded by the issuance of voter-approved debt
10. Meets the ongoing obligations and accountability requirements associated with the issuance and management of debt under state and federal tax and securities laws

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 7000 - Concepts and Roles)

Authorized Purposes for the Issuance of Debt

The district may issue debt for any of the following purposes:

1. To pay for the cost of capital improvements, including acquiring, constructing, reconstructing, rehabilitating, replacing, improving, extending, enlarging, and/or equipping district facilities

2. To refund existing debt

3. To provide for cash flow needs

(cf. 3100 - Budget)

(cf. 3110 - Transfer of Funds)

Pursuant to Government Code 53854, general operating costs, including, but not limited to, items normally funded in the district's annual operating budget, shall not be financed from debt payable later than 15 months from the date of issuance. The district may deem it desirable to finance cash flow requirements under certain conditions so that available resources better match expenditures within a given fiscal year. To satisfy both state constitutional and statutory constraints, such cash flow borrowing shall be payable from taxes, income, revenue, cash receipts, and other moneys attributable to the fiscal year in which the debt is issued.

Authorized Types of Debt

The Superintendent or designee shall recommend to the Board potential financing method(s) that result in the highest benefit to the district, with the cost of staff and consultants considered. Potential financing sources may include:

1. Short-Term Debt

a. Short-term debt, such as tax and revenue anticipation notes (TRANs), when necessary to allow the district to meet its cash flow requirements (Government Code 53850-53858)

b. Bond anticipation notes (BANs) to provide interim financing for capital bond projects that will ultimately be paid from general obligation bonds (Education Code 15150)

c. Grant anticipation notes (GANs) to provide interim financing pending the receipt of grants and/or loans from the state or federal government that have been appropriated and committed to the district (Government Code 53859-53859.08)

d. Mello-Roos special tax obligations pursuant to Government Code Section 5331 et seq.

2. Long-Term Debt

a. General obligation bonds for projects approved by voters (California Constitution, Article 13A, Section 1; Education Code 15100-15262, 15264-15276; Government Code 53506-53509.5)

(cf. 7214 - General Obligation Bonds)

b. Special tax bonds issued pursuant to the Mello-Roos Community Facilities Act of 1982 (Government Code 53311-53368.3)

(cf. 7212 - Mello Roos Districts)

3. Lease financing, either short-term or long-term, including certificates of participation (COPs)

a. Lease financing to fund capital equipment purchases when pay-as-you-go financing is not feasible (Education Code 17450-17453.1)

b. Lease financing to fund facilities projects when there is insufficient time to obtain voter approval or in instances where obtaining voter approval is either not feasible or unavailable (Education Code 17400-17429, 17456)

4. Special financing programs or structures offered by the federal or state government, such as Qualified Zone Academy Bonds or other tax credit obligations or obligations that provide subsidized interest payments, when the use of such programs or structures is determined to result in sufficiently lower financing costs compared to traditional tax-exempt bonds and/or COPs

5. Temporary borrowing from other sources such as the County Treasurer

COPs, TRANS, revenue bonds, or any other non-voter approved debt instrument shall not be issued by the district in any fiscal year in which the district has a qualified or negative certification, unless the County Superintendent of Schools determines, pursuant to criteria established by the Superintendent of Public Instruction, that the district's repayment of that indebtedness is probable. (Education Code 42133)

Relationship of Debt to District Facilities Program and Budget

Decisions regarding the issuance of debt for the purpose of financing capital improvement shall be aligned with needs for acquisition, development, and/or improvement of district property and facilities as identified in the district's facilities master plan or other applicable needs assessment, the projected costs of those needs, schedules for the projects, and the expected resources.

The cost of debt issued for major capital repairs or replacements shall be evaluated against the potential cost of delaying such repairs and/or replacing such facilities.

When considering a debt issuance, the Board and the Superintendent or designee shall evaluate both the short-term and long-term implications of the debt issuance and additional operating costs associated with the new projects involved. Such evaluation may include, but is not limited to, the projected ratio of annual debt service to the tax burden on the district's taxpayers and the ratio of annual debt service secured by the general fund to general fund

expenditures.

The district may enter into credit enhancement agreements such as municipal bond insurance, surety bonds, letters of credit, and lines of credit with commercial banks, municipal bond insurance companies, or other financial entities when their use is judged to lower borrowing costs, eliminate restrictive covenants, or have a net economic benefit to the financing.

Structure of Debt Issues

The district shall consider the overall impact of the current and future debt burden of the financing when determining the duration of the debt issue.

The district shall design the financing schedule and repayment of debt so as to take best advantage of market conditions, ensure cost effectiveness, provide flexibility, and, as practical, recapture or maximize its debt capacity for future use. Principal amortization will be structured to meet debt repayment, tax rate, and flexibility goals.

For new money debt issuances for capital improvements, the district shall size the debt issuance with the aim of funding capital projects as deemed appropriate by the Board, as long as the issuance is consistent with the overall financing plan, does not exceed the amount authorized by voters, and, unless a waiver is sought and received from the state, will not cause the district to exceed the limitation on debt issuances specified in the California Constitution or Education Code 15102, 15106, 15268 or 15270, as applicable.

To the extent practicable, the district shall also consider credit issues, market factors, and tax law when sizing the district's bond issuance. The sizing of refunding bonds shall be determined by the amount of money that will be required to cover the principal of, any accrued interest on, and any redemption premium for the debt to be paid on the call date (or, in the case of cross-over refundings, the interest on the refunding debt to the crossover date) and to cover appropriate financing costs.

Any general obligation bond issued by the district shall mature within 40 years of the issuance date or as otherwise required by law. (California Constitution, Article 16, Section 18; Government Code 53508.6)

The final maturity of equipment or real property lease obligations will be limited consistent with state law.

Method of Sale

For the sale of any district-issued debt, the Superintendent or designee shall recommend the method of sale with the potential to achieve the lowest financing cost and/or to generate other benefits to the district. Potential methods of sale include:

1. A competitive bidding process through which the award is based on, among other factors, the lowest offered true interest cost

2. Negotiated sale, subject to parameters set by the Board in connection with approval thereof

3. Private placement sale, when the financing can or must be structured for a single or limited number of purchasers or where the terms of the private placement are more beneficial to the district than either a negotiated or competitive sale

Investment of Proceeds

The district shall actively manage the proceeds of debt issued for public purposes in a manner that is consistent with state law governing the investment of public funds and with the permitted securities covenants of related financing documents executed by the district. Where applicable, the district's official investment policy and legal documents for a particular debt issuance shall govern specific methods of investment of bond-related proceeds. Preservation of principal shall be the primary goal of any investment strategy, followed by the availability of funds and then by return on investment.

(cf. 3430 - Investing)

With regard to general obligation bonds, the district shall invest new money bond proceeds in the county treasury pool as required by law. (Education Code 15146)

The management of public funds shall enable the district to respond to changes in markets or changes in payment or construction schedules so as to ensure liquidity and minimize risk.

Refunding/Restructuring

The district may consider refunding or restructuring outstanding debt if it will be financially advantageous or beneficial for debt repayment and/or structuring flexibility. When doing so, the district shall consider the maximization of the district's expected net savings over the life of the debt issuance and, when using a general obligation bond to refund an existing bond, shall ensure that the final maturity of the refunding bond is no longer than the final maturity of the existing bond.

Internal Controls

The Superintendent or designee shall establish internal control procedures to ensure that the proceeds of any debt issuance are directed to the intended use. Such procedures shall assist the district in maintaining the effectiveness and efficiency of operations, properly expending funds, reliably reporting debt incurred by the district and the use of the proceeds, complying with all laws and regulations, preventing fraud, and avoiding conflict of interest.

(cf. 3314 - Payments for Goods and Services)

(cf. 3400 - Management of District Assets/Accounts)

The district shall be vigilant in using bond proceeds in accordance with the stated purposes at the time such debt was incurred as defined in the text of the voter-approved bond

measure. (Government Code 53410)

When feasible, the district shall issue debt with a defined revenue source in order to preserve the use of the general fund for general operating purposes.

In addition, the Superintendent or designee shall ensure that the district completes, as applicable, all performance and financial audits that may be required for any debt issued by the district, including disclosure requirements applicable to a particular transaction.

Records/Reports

At least 30 days prior to the sale of any debt issue, the Superintendent or designee shall submit a report of the proposed issuance to the California Debt and Investment Advisory Commission (CDIAC). Such report shall include a self-certification that the district has adopted a policy concerning the use of debt that complies with law and that the contemplated debt issuance is consistent with that policy. (Government Code 8855)

On or before January 31 of each year, the Superintendent or designee shall submit a report to the CDIAC regarding the debt authorized, the debt outstanding, and the use of proceeds of the issued debt for the period from July 1 to June 30. (Government Code 8855)

The Superintendent or designee shall provide initial and any annual or ongoing disclosures required by 17 CFR 240.10b-5 and 240.15c2-12 to the Municipal Securities Rulemaking Board, investors, and other persons or entities entitled to disclosure, and shall ensure that the district's disclosure filings are updated as needed.

The Superintendent or designee shall maintain transaction records of decisions made in connection with each debt issuance, including the selection of members of the financing team, the structuring of the financing, selection of credit enhancement products and providers, and selection of investment products. Each transaction file shall include the official transcript for the financing and pricing information, including interest rates and cost of issuance on the day when the debt was sold ("final number runs"). In addition, documentation evidencing the expenditure of proceeds, the use of debt-financed property by public and private entities, all sources of payment or security for the debt, and investment of proceeds shall be kept for as long as the debt is outstanding, plus the period ending three years after the financial payment date of the debt or the final payment date of any obligations or series of bonds issued to refund directly or indirectly all of any portion of the debt, whichever is later.

The Superintendent or designee shall annually report to the Board regarding debts issued by the district, including information on actual and projected tax rates, an analysis of bonding capacity, ratings on the district's bonds, market update and refunding opportunities, new development for California bond financings, and the district's compliance with post-issuance requirements.

Exceptions and Modifications

The District acknowledges that the capital marketplace fluctuates, municipal finance products change from time to time, and that issuer and investor supply and demand vary. These fluctuations may produce situations that are not anticipated or covered by this policy. As such, the Governing Board may make exceptions or modifications to this policy to achieve the debt management goals outlined above. Management flexibility is appropriate and necessary in such situations, provided specific authorization is granted by the Governing Board.

Policy Development

The Superintendent or designee may develop additional specific elements of a debt management framework through rules and regulations which, along with this policy, shall be reviewed periodically in consideration of changing laws, District needs and market conditions.

Legal Reference:

EDUCATION CODE

5300-5441 Conduct of elections

15100-15262 Bonds for school districts and community college districts

15264-15276 Strict accountability in local school construction bonds

15278-15288 Citizen's oversight committees

15300-15425 School Facilities Improvement Districts

17150 Public disclosure of non-voter-approved debt

17400-17429 Leasing of district property

17450-17453.1 Leasing of equipment

17456 Sale or lease of district property

17596 Duration of contracts

42130-42134 Financial reports and certifications

ELECTIONS CODE

1000 Established election dates

GOVERNMENT CODE

8855 California Debt and Investment Advisory Commission

53311-53368.3 Mello-Roos Community Facilities Act

53410-53411 Bond reporting

53506-53509.5 General obligation bonds

53550-53569 Refunding bonds of local agencies

53580-53595.55 Bonds

53850-53858 Tax and revenue anticipation notes

53859-53859.08 Grant anticipation notes

CALIFORNIA CONSTITUTION

Article 13A, Section 1 Tax limitation

Article 16, Section 18 Debt limit

UNITED STATES CODE, TITLE 15

780-4 Registration of municipal securities dealers

UNITED STATES CODE, TITLE 26

54E Qualified Zone Academy Bonds

CODE OF FEDERAL REGULATIONS, TITLE 17

240.10b-5 Prohibition against fraud or deceit

240.15c2-12 Municipal securities disclosure

CODE OF FEDERAL REGULATIONS, TITLE 26

1.103 Interest on state and local bonds

1.141 Private activity bonds

1.148 Arbitrage and rebate

1.149 Hedge bonds

1.6001-1 Records

Management Resources:

CALIFORNIA DEBT AND INVESTMENT ADVISORY COMMISSION

PUBLICATIONS

California Debt Issuance Primer

GOVERNMENT FINANCE OFFICERS ASSOCIATION PUBLICATIONS

An Elected Official's Guide to Debt Issuance, 2nd Ed., 2016

Understanding Your Continuing Disclosure Responsibilities, Best Practice, September 2015

Investment of Bond Proceeds, Best Practice, September 2014

Selecting and Managing Municipal Advisors, Best Practice, February 2014

Debt Management Policy, Best Practice, October 2012

Analyzing and Issuing Refunding Bonds, Best Practice, February 2011

INTERNAL REVENUE SERVICE PUBLICATIONS

Tax Exempt Bond FAQs Regarding Record Retention Requirements

Tax-Exempt Governmental Bonds, Publication 4079, rev. 2016

U.S. GOVERNMENT ACCOUNTABILITY OFFICE PUBLICATIONS

Internal Control System Checklist

WEB SITES

California Debt and Investment Advisory Commission: <http://www.treasurer.ca.gov/cdiac>

Government Finance Officers Association: <http://www.gfoa.org>

Internal Revenue Service: <http://www.irs.gov>

Municipal Security Rulemaking Board, Electronic Municipal Market Access (EMMA):

<http://www.emma.msrb.org>

U.S. Government Accountability Office: <http://www.gao.gov>

U.S. Securities and Exchange Commission: <http://www.sec.gov>

Policy Adopted: March 4, 2019

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs

Subject: Resolution 2018/19 No. 742, to Release and Non-Reelect
Temporary Certificated Employees ACTION/
(RESOLUTION)

The District has recommended that due to the potential loss of revenue funding and possible return of leave of absences, the release of temporary certificated employees from their temporary assignments is required.

It is recommended that Resolution 2018/19 No. 742, to Release and Non-Reelect Temporary Certificated Employees, be adopted, and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

ADOPTION BY MAJORITY ROLL CALL VOTE.

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2018/19 NO. 742

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT OF
LOS ANGELES AND ORANGE COUNTIES, CALIFORNIA,
TO RELEASE AND NONRELECT
TEMPORARY CERTIFICATED EMPLOYEES
(Education Code Section 44954)**

A. General Recitals

1. **WHEREAS**, the Board of Trustees employs temporary certificated employees pursuant to Sections 44909, 44918, and 44920 of the Education Code; and
2. **WHEREAS**, Education Code section 44916 requires a temporary certificated employee to receive notice, prior to the first day of paid service, of the temporary nature of the employment and the anticipated length of service; and
3. **WHEREAS**, each employee classified as a temporary certificated employee pursuant to Sections of 44909, 44918, and 44920 of the Education Code received notice, prior to their first day of paid service, of the temporary nature of the employment and anticipated length of their service; and
4. **WHEREAS**, Education Code section 44954 provides that the Board of Trustees shall notify temporary employees in a position requiring certification qualification of the District's decision to release the employees from such a position prior to the next succeeding school year; and
5. **WHEREAS**, through this resolution, it is the intent of the Board of Trustees to release each temporary certificated employee employed for the 2018/19 school year effective no later than the last school day of the school year.

**B. Employment of Temporary Employees as Leave Replacements
Pursuant to Education Code Section 44920**

1. **WHEREAS**, Education Code section 44920 permits the Board of Trustees to "employ as a teacher ... any person holding appropriate certification documents, and may classify such person as a temporary employee" "based upon the need for additional certificated employees during a particular semester or year because a certificated employee has been granted leave for a semester or year, or is experiencing long-term illness"; and

3. **WHEREAS**, the Board of Trustees employed the following certificated employees under temporary contracts pursuant to Education Code section 44920 during the 2018/19 school year:

EID # MR8488823
EID # HC8979729
EID # VU3735930
EID # PY9531365
EID # ZE0657477
EID # JC4333503
EID # KQ0971016
EID # FM6113654
EID # FM4977129
EID # ER2022474
EID # JK0406298
EID # RR9448722
EID # FD2491032

4. **WHEREAS**, the above-listed employees may be released pursuant to Education Code section 44918 and 44954 regardless of any expiration of a contract or a specially funded project; and
5. **WHEREAS**, the Board of Trustees of the Lowell Joint School District has determined to release the above-listed employees at the conclusion of the current 2018/19 school year and not to re-elect the following employee for the 2019/20 school year:

C. Employment of Temporary Employees in Categorically Funded Programs Pursuant to Education Code Section 44909

1. **WHEREAS**, Education Code section 44909 permits the Board of Trustees to “employ persons possessing an appropriate credential as certificated employees in programs and projects to perform services conducted under contract with public or private agencies, or categorically funded projects which are not required by federal or state statutes;” and
2. **WHEREAS**, Education Code section 44909 provides, “Such persons may be employed for periods which are less than a full school year and may be terminated at the expiration of the contract or specially funded project without regard to other requirements of this code respecting the termination of probationary or permanent employees other than Section 44918”; and
3. **WHEREAS**, the Board of Trustees employed no certificated employee under a temporary contract in a categorically funded position pursuant to Education Code section 44909 during the 2018/19 school year.

4. **WHEREAS**, Education Code section 44909 requires the “terms and conditions under which such persons are employed shall be mutually agreed upon by the employee and the Board of Trustees and such agreement shall be reduced in writing;” and
5. **WHEREAS**, the above-listed individual was employed pursuant to a mutually agreed-upon contract between the employee and the Board of Trustees and for the term of the contract or project; and
6. **WHEREAS**, the employee was hired to perform services conducted under contract with public or private agencies or categorically funded projects which are not required by federal or state statutes; and
7. **WHEREAS**, the employee’s contract specifically identified the particular contract or project under which their services were to be performed; and
8. **WHEREAS**, the term for each specifically fund project or contract has expired, or will expire by the termination date of the employee’s contract; and
9. **WHEREAS**, all categorical funds used to justify the above-listed employee classification as temporary under Education Code section 44909 will be expended and therefore will expire at the end of the 2018/19 school year; and
10. **WHEREAS**, no categorical funding used to justify certain the above-listed employee classification as temporary under Education Code section 44909 has a duration beyond the 2018/19 school year; and
11. **WHEREAS**, accordingly, the above-listed employee designated as temporary by the District under Education Code section 44909 may be released at the end of the 2018/19 school year without the procedural requirements applicable to probationary and permanent employees; and

WHEREAS, the Board of Trustees has determined to release the above-listed employee, whether their lawful status is considered to be temporary or probationary, at the end of the current 2018/19 school year, and not to re-elect for the 2019/20 school year, consistent with the terms of Education Code sections 44909, and 44954.

NOW, THEREFORE, BE IT RESOLVED that the above recitals are true and correct; and

BE IT FURTHER RESOLVED that the Board of Trustees of the Lowell Joint School District hereby directs that notice be provided to each of the above employees of his or her release effective upon the close of the 2018/19 school year or the expiration of any applicable temporary contract (whichever occurs first), that his or her employment with the Lowell Joint School District is thereby ended accordingly, that the employee is not re-elected to employment for the next succeeding school year, and that the notification be provided on or before March 15, 2019.

APPROVED AND ADOPTED this 4th day of March, 2019, 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 4th day of March, 2019, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 4th day of March, 2019.

Jim Coombs, Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2018/19 NO. 743

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT OF
LOS ANGELES AND ORANGE COUNTIES, CALIFORNIA,
TO RELEASE FROM ADMINISTRATIVE POSITION
(Education Code Section 44951)**

WHEREAS, Education Code section 44951 requires that a certificated employee holding a position requiring an administrative or supervisory credential be notified by March 15 if the Board of Trustees determines that he or she will be released from the administrative position for the following school year; and

WHEREAS, the employee(s) identified below currently serve in positions as certificated administrators; and

WHEREAS, the Board of Trustees has determined the needs of the District would be best served by releasing the identified administrative employee(s) from the administrative position(s) and reassigning the employee(s) to a non-administrative position within the scope of the employee's credentials for the 2019/20 school year.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the following employee(s) shall be notified of release from the administrative position effective June 30, 2019 and reassigned to a teaching position for 2019/20:

EID #EF2563964

BE IT FURTHER RESOLVED AND ORDERED that the Superintendent or designee provide appropriate written notice to the employee(s) in accordance with Education Code section 44951.

BE IT FURTHER RESOLVED that the Superintendent or designee is delegated the authority to take all actions necessary and proper to the accomplishment of the purposes of this Resolution.

APPROVED AND ADOPTED this 4th day of March, 2019, 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 4th day of March, 2019, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 4th day of March, 2019.

Jim Coombs, Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Memorandum of Understanding with the California School Employees Association Regarding Memorializing the District Increase of all Salary Schedules ACTION

The California School Employees Association (CSEA) requires that Lowell Joint School District and CSEA establish a Memorandum of Understanding to memorialize the District increase of all salary schedules by .5%.

It is recommended that the Memorandum of Understanding with the California School Employees Association and Lowell Joint School District memorializing the District increase of all salary schedules by .5% beginning March 1, 2019 be approved, and the Superintendent or designee be authorized to execute the necessary documents

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of the Comprehensive School Safety Plan for 2018/2019 school year. INFORMATION/
ACTION

California Education Code 35294.6 and 32282 requires each school maintain a comprehensive school safety plan including specific elements such as emergency numbers, ingress and egress, practice drills, evacuation procedures, campus maps, etc.

All plans are to be reviewed and approved by the School Site Council each year before March 1st to ensure policies and procedures are current. The Board of Trustees then approves the signature pages to verify the plans are complete. Copies of the plan are available at each school site.

It is recommended that the 2018-19 signature pages of the Comprehensive School Safety Plan for each school site be approved and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED.

**Meadow Green Elementary
Comprehensive School Safety Plan Signature Page
2018/19**

The undersigned members of the Meadow Green School Site Council certify that the requirements of California Education Code 32280-32282 have been met in the development of the following Comprehensive School Safety Plan.


Matt Cukro, Principal

2/26/19

Date


Gail Crabtree Teacher's Association Representative

2/26/19

Date


Selena Quirarte School Site Council Chairperson

2/26/19

Date


Esther Ota, Classified Employee Association Representative

2/26/19

Date

Fire Departments:

911

La Habra Heights Fire Department
1245 Hacienda Rd, La Habra Heights, CA 90631

LA County Fire Department Station 191
101 W La Habra Blvd, La Habra, CA 90631

LA County Fire Department Station 15
11460 Santa Gertrudes Ave, Whittier, CA 90604

Police Departments:

La Habra Police Department
150 N Euclid St, La Habra, CA 90631

(562) 383-4300

Whittier Police Department
13200 Penn St, Whittier, CA 90602

(562) 567-9200

LA County Sheriff/East Whittier
12440 Imperial Hwy #650, Norwalk, CA 90650

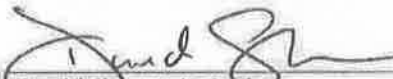
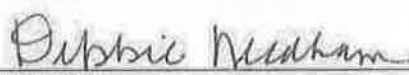


(562) 863-8711

LA County Sheriff/La Habra Heights
150 North Hudson Ave.
City of Industry, CA 91744

(562) 694-5923

**MACY Elementary
Comprehensive School Safety Plan Signature Page
2017-2018**

The undersigned members of the Macy School Site Council certify that the requirements of California Education Code 32280-32282 have been met in the development of the following Comprehensive School Safety Plan.

 David Shin, Principal	2/25/19 Date
 Deborah Needham, Teacher's Association Representative	2/25/19 Date
 Debbie Needham, School Site Council Chairperson	2/25/19 Date
 Aida Arcega, Classified Employee Association Representative	2/25/19 Date

Name, Student - Optional

Fire Departments:

911

La Habra Heights Fire Department
1245 Hacienda Rd, La Habra Heights, CA 90631

LA County Fire Department Station 191
101 W La Habra Blvd, La Habra, CA 90631

LA County Fire Department Station 15
11460 Santa Gertrudes Ave, Whittier, CA 90604

Police Departments:

La Habra Police Department
150 N Euclid St, La Habra, CA 90631

(562) 383-4300

Whittier Police Department
13200 Penn St, Whittier, CA 90602

(562) 567-9200

LA County Sheriff/East Whittier
12440 Imperial Hwy #650, Norwalk, CA 90650

(562) 863-8711

LA County Sheriff/La Habra Heights
150 North Hudson Ave.
City of Industry, CA 91744

(562) 694-5923

Preface

The Comprehensive School Safety Plan is designed to be utilized as a school resource for prevention/mitigation, preparedness, response and recovery planning and training as well as functioning as a template for meeting the requirements for the annual Safety Plan Process under SB 187 and the National Incident Management System. It is designed to be a hard copy Safety Plan.

The template is to be used as a living document to be updated as necessary to meet site, district and community needs, forms or requirements.



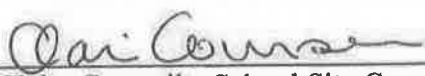

It is *NOT* intended to be a “grab and go” guide in an actual emergency.

This document is available for public inspection during regular business hours at 095 S. Briercliff Drive, La Habra, CA 90631.

NOTE: Tactical information is excluded from the public inspection document. A “Public Inspection Log” will be used to record the name, address, phone number and method used for verifying the identity of all individuals requesting to inspect this plan. This document is not available for inspection on the internet

**Olita School
Comprehensive School Safety Plan Signature Page
2016-2017**

The undersigned members of the Olita School Site Council certify that the requirements of California Education Code 32280-32282 have been met in the development of the following Comprehensive School Safety Plan.

 _____ Krista Van Hoogmoed, Principal	<u>2/2/17</u> Date
 _____ La Reina Ayers, Teacher's Association Representative	<u>2-2-17</u> Date
 _____ Claire Courselle, School Site Council Chairperson	<u>2-2-2017</u> Date
 _____ Lue Janson, Classified Employee Association Representative	<u>2-2-17</u> Date

School Name
Comprehensive School Safety Plan Signature Page
School Year

The undersigned members of the School Name School Site Council certify that the requirements of California Education Code 32280-32282 have been met in the development of the following Comprehensive School Safety Plan.



Name, Principal 10-2-18
Date



Name, Teacher's Association Representative 10-2-18
Date



Name, School Site Council Chairperson 10/2/18
Date



Name, Classified Employee Association Representative 10/2/18
Date

Name, Student - Optional

Fire Departments:

911

La Habra Heights Fire Department
1245 Hacienda Rd, La Habra Heights, CA 90631

LA County Fire Department Station 191
101 W La Habra Blvd, La Habra, CA 90631

LA County Fire Department Station 15
11460 Santa Gertrudes Ave, Whittier, CA 90604

Police Departments:

La Habra Police Department
150 N Euclid St, La Habra, CA 90631 (562) 383-4300





Whittier Police Department
13200 Penn St, Whittier, CA 90602 (562) 567-9200

LA County Sheriff/East Whittier
12440 Imperial Hwy #650, Norwalk, CA 90650 (562) 863-8711

LA County Sheriff/La Habra Heights
150 North Hudson Ave.
City of Industry, CA 91744 (562) 694-5923

**El Portal Elementary School
Comprehensive School Safety Plan Signature Page
2018-19**

The undersigned members of the El Portal Elementary School Site Council certify that the requirements of California Education Code 32280-32282 have been met in the development of the following Comprehensive School Safety Plan.

 Rhonda Esparza, Principal	2/27/19 Date
 Rachel Guerrero, Teacher's Association Representative	2-28-19 Date
 Rebecca Stephenson, School Site Council Chairperson	2-28-19 Date
 Regina Fiscus, Classified Employee Association Representative	2/28/19 Date

Student - Optional

Fire Departments:

911

La Habra Heights Fire Department
1245 Hacienda Rd, La Habra Heights, CA 90631

LA County Fire Department Station 191
101 W La Habra Blvd, La Habra, CA 90631

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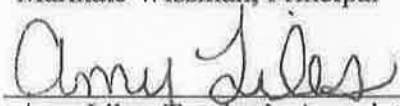
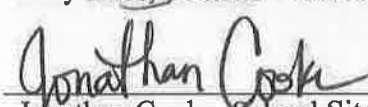
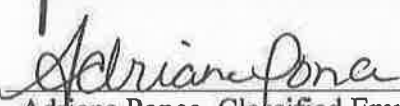
(562) 863-8711

LA County Sheriff/La Habra Heights
150 North Hudson Ave.
City of Industry, CA 91744

(562) 694-5923

**Comprehensive School Safety Plan Signature Page
2018-219**

The undersigned members of the Jordan School Site Council certify that the requirements of California Education Code 32280-32282 have been met in the development of the following Comprehensive School Safety Plan.

 Marikate Wissman, Principal	2-27-19 Date
 Amy Liles, Teacher's Association Representative	2-27-19 Date
 Jonathan Cooke, School Site Council Chairperson	2/27/19 Date
 Adriana Ponce, Classified Employee Association Representative	2/27/19 Date

Fire Departments:

La Habra Heights Fire Department
1245 Hacienda Rd, La Habra Heights, CA 90631

911

LA County Fire Department Station 191
101 W La Habra Blvd, La Habra, CA 90631

LA County Fire Department Station 15
11460 Santa Gertrudes Ave, Whittier, CA 90604

Police Departments:

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(562) 383-4300

Whittier Police Department
13200 Penn St, Whittier, CA 90602

(562) 567-9200

LA County Sheriff/East Whittier
12440 Imperial Hwy #650, Norwalk, CA 90650

(562) 863-8711

LA County Sheriff/La Habra Heights
150 North Hudson Ave.
City of Industry, CA 91744

(562) 694-5923

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Acceptance of Gift/Donations

ACTION/
(RATIFICATION)

The following individuals/businesses provided gifts/donations to the District:

Joan Kolb	100 year old piano to Macy Elementary
Frazier Martial Arts	200 award certificates and school supplies to Macy Elementary
Pikey's Pizza	Two 70 inch flat screen TVs with DVD players and two 40 inch flat screen TVs to Macy Elementary
Jeffrey Schreihart	Telescope to Macy Elementary

It is recommended that the gifts/donations mentioned above, which have been donated to the District, be accepted and letters of appreciation be written to the donors.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Memorandum of Understanding Between Special Olympics Southern California (SOSC) and Lowell Joint School District for the period of July 1, 2018 through June 30, 2019. ACTION/
(RATIFICATION)

Arrangements have been made for Special Olympics Southern California (SOSC) to provide consultation, education, support and assistance for District Students with or without intellectual disabilities focusing on fun activities that are important to mental and physical growth.

There is no cost associated with these services.

It is recommended the Memorandum of Understanding with Special Olympics Southern California (SOSC) and Lowell Joint School District for the period of July 1, 2018 through June 30, 2019, and that the Superintendent or designee be authorized to execute the agreement.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of NIC Partners to Provide Wireless Access Points for the District ACTION

It has been determined that it is necessary to select a vendor for network hardware to improve the internet access district-wide. NIC Partners has been selected to provide wireless access points using the California Multiple Award Schedule (CMAS) contract. This hardware will support the use of Chromebooks, iPads, laptops, and other wireless devices throughout each school and is 100 percent E-Rate eligible and will be paid for out of the General Fund.

It is recommended that NIC Partners be approved, to provide wireless access points for the District, and that the Superintendent be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Contract with the Los Angeles County Office of Education for Network Services and Support Educational Telecommunications and Technology for July 1, 2019, through June 30, 2022 ACTION/ (RATIFICATION)

The Los Angeles County Office of Education (LACOE) shall upgrade access to network services and support via the LACOE Network, a telecommunications network established and maintained by LACOE. The upgrade will support an increase in Internet-related bandwidth and a hosted Voice-over IP phone system. The charges for the network services will not exceed \$43,000 annually, and will be billed quarterly. E-Rate, a federal funded program, will reimburse the District approximately 59 percent the following year of each year contracted with LACOE.

It is recommended that the contract with the Los Angeles County Office of Education for network services and support educational telecommunications and technology for July 1, 2019, through June 30, 2022, not to exceed \$43,000 annually, be approved, and that the Superintendent or designee be authorized to execute the agreement.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Agreement with *Albert J. Melaragno MD*, to provide signed authorizations for students who received speech and language services for the 2017/2018 school year. ACTION/
RATIFICATION

In order for school districts to file Medi-Cal Claims for reimbursement, a Medical Doctor with a valid National Provider Number (NPI) needs to authorize services for students who receive speech and language, occupational therapy, and physical therapy services.

Arrangements have been made with *Albert J. Melaragno MD*, to provide signed authorizations for students who received speech and language services for the 2017/2018 school year. Services are to be provided at the rate of \$175.00 per hour, not to exceed (Five Hundred Dollars) \$500.00.

It is recommended that the agreement with *Albert J. Melaragno MD*, to provide signed authorizations for students who received speech and language services for the 2017/2018 school year be approved, at the rate of \$175.00 per hour, not to exceed (Five Hundred Dollars) \$500.00, and the Superintendent or designee be authorized to execute the agreement.

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Purchase Order Report 2018/19 #8

ACTION/
(RATIFICATION)

In accordance with the law, Purchase Order Report 2018/19 #8 is recommended for approval. The report lists all purchase orders issued January 17, 2019 through February 12, 2019.

AR:md

Attachment

Superintendent's Comment:

APPROVAL RECOMMENDED.

IX-B1-1

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Warrant Listing Report 2018/19 #8

ACTION/
(RATIFICATION)

The Warrant Listing Report 2018/19 #8 is recommended for approval. The report lists all warrants issued January 22, 2019, through February 15, 2019.

AR:md

Attachment

Superintendent's Comment:

APPROVAL RECOMMENDED.

IX-B2-1

"B" WARRANTS FOR BOARD APPROVAL ON:
 March 4, 2019

"B" WARRANT DOCUMENTS :

612,776.93

THE FOLLOWING "B" WARRANT VOUCHERS ARE INCLUDED IN THE ABOVE SEQUENCE OF NUMBERS SUBMITTED FOR APPROVAL. ANY INTERRUPTIONS IN THE SEQUENCE ARE DUE TO THE VOUCHER BEING HELD FOR AUDIT BY LACOE AND RELEASED AT A LATER DATE. THE 3000s INDICATE A NUTRITION SERVICES PAYABLE.

NO#		AMOUNT
1165	A-1 FENCE CO. - MAINTENANCE SERVICE	300.00
1171	CINTAS FIRE PROTECTION-OL, SUPPLIES	135.00
1172	CSM CONSULTING-TECH, SUPPLIES	2,125.00
1189	YOLANDA DIAZ-MG, SUPPLIES	185.08
1197	ICS SERVICE CO. - FIRE ALARM SERVICE	15,004.22
1199	SO CAL NEWS GROUP-FISCAL, NEWSPAPER AD	1,082.00
1201	ACTION TROPHY - JORDAN, MEDALS	706.87
1202	GUARDIAN PRINTING - MEADOW GREEN, TABLE THROW	262.20
1203	BEST LAWNMOWER-RS, MO-SUPPLIES	271.36
1204	GLASBY MAINTENANCE-RS, SUPPLIES	3,080.62
1205	IMPERIAL SPRINKLER-M&O, SUPPLIES	2,947.89
1206	SHERWIN-WILLIAMS-MG,OL,RS	368.14
1207	SOUTHEAST CONSTRUCTION PROD-RS, SUPPLIES	10.59
1208	UNITED REFRIGERATION-EP,JO, RS-SUPPLIES	1,525.41
1209	SO CAL EDISON-RS, UTILITIES-DEC 2018	3,723.65
1210	SO CAL GAS CO.-EP,MG,OL,RS-UTILITIES DEC 2018	1,185.25
1211	CITY OF LA HABRA WATER DEPT-EP, UTILITIES DEC 2018	353.18
1212	MCI-VERIZON-TECH, UTILITIES	5.50
1213	MCI-VERIZON-TECH, UTILITIES	23.21
1214	FRONTIER-DISTRICT, UTILITIES, DEC-JAN 2019	2,347.00
1215	ADMINISTRATIVE SERV. CO OP - NON PUBLIC AGENCY, NOV.	11,062.33
1216	THE LA HABRA JOURNAL-ADVERTISEMENT	450.00
1230	READY REFRESH NESTLE-DO, SUPPLIES	64.04
1232	CREDIT UNION OF SO CAL-JANUARY 2019	2,887.80
1233	AMERICAN FIDELITY-FEBRUARY 2019	5,587.00
1234	SCHOOLS FIRST FED CREDIT UNION	18,635.00
1235	EAST WHITTIER GLASS & MIRROR CO - NEW GLASS	212.88
1236	THE HARTFORD - PREMIUM G.ROGERS, FEB. - APR.	84.96
1237	GT DESIGNS-GINA TRINIDAD-SUPPLIES	191.63
1238	SARAH LAWSON-RS, CONTRACT SERVICES	531.25
1240	ARCEGA,AIDA-MACY,PURCHASE REIMBURSEMENT	27.99
1241	LAUREN ORNELAS-MACY, PURCHASE REIMBURSEMENT	154.07
1242	DAVID SHUN-MACY, PURCHASE REIMBURSEMENT	282.65
1247	SOUTHERN CALIFORNIA GAS - DEC. - JAN.	694.87
1248	CITY OF LA HABRA WATER DEPT. - DEC. - JAN.	2,320.09
1249	SUBURBAN WATER SYSTEMS - DEC. - JAN.	2,269.42
1250	MCI A VERIZON CO. - NOVEMBER - DECEMBER	16.84
1251	SOUTHERN CALIFORNIA EDISON - DEC. - JAN.	6,045.43
1252	CINDY ARGUETA - MILEAGE REIMBURSEMENT	16.94

1253	CARMEN BONILLA - MILEAGE REIMBURSEMENT	16.94
1254	BEHAVIOR AND EDUCATION-SP ED.-TUITION	8,222.50
1255	ORANGE COUNTY DEPT. OF EDUCATION - TRAINING	3,917.00
1256	OTC BRANDS/ ORIENTAL TRADING - STUDENT INCENTIVES	57.27
1257	MD INSTALLATIONS-SP ED, SUPPLIES	2,265.00
1258	ICS SERVICE CO. - OLITA, POWER CABLE REPAIRS	1,940.57
1259	ANDREA WILLIAMS - MILEAGE REIMBURSEMENT	16.94
1260	RHONDA ESPARZA-EP, PURCHASE REIMBURSEMENT	100.18
1261	ROBERT LAUPRECHT-JO, SUPPLIES	159.08
1262	ANGELA MILAZZO-MACY, PURCHASE REIMBURSEMENT	20.00
1263	MARIKATE WISSMAN-JORDAN, PURCHASE REIMBURSEMENT	43.70
1264	ADRIANA PONCE-JORDAN, PURCHASE REIMBURSEMENT	81.00
1265	YUMI YAMAMOTO-JORDAN, PURCHASE REIMBURSEMENT	48.60
1266	RIFTON EQUIPMENT-SP ED, SUPPLIES	3,133.07
1271	CALPERS-INSURANCE-FEB 2019	278,635.01
1272	CALPERS-INSURANCE-FEB 2019	7,524.78
1273	DEAD & BURIED, INC.-SUPT., SUPPLIES	1,488.43
1274	SCHOOL SERVICES OF CA-BUS SVCS, SERVICES	275.00
1275	PROJECT SUPPORT SERVICES-JO, OL-CONTRACT SVCS	843.75
1277	VECTOR ENERGY GROUP-PROGRESS PYMT #6	16,851.29
1279	GINA TRINIDAD-OLITA, SUPPLIES	579.14
1280	SENTRY SIGNS-EP, MG, RS-SUPPLIES	175.20
1281	SENTRY SIGNS-MG-SUPPLIES	571.59
1282	SCHOOL HEALTH CORP.-SP ED, SUPPLIES	94.14
1284	KALEEN SANCHEZ-MACY, SUPPLIES	24.00
1287	BEARCOM-OLITA, SUPPLIES	33.75
1288	CTL CORP-EP,SUPPLIES	16,364.02
1289	CULVER-NEWLIN-JO, MG-SUPPLIES	2,708.81
1290	DB SERVICE CENTER-GROUNDS-EQUIP REPAIR SVC	331.86
1291	DEMCO-JORDAN, SUPPLIES	166.25
1292	FULLERTON JOINT UHS-TRANSPORTATION SVCS	280.00
1293	JIM COOMBS-SUPT.-PURCHASE REIMBURSEMENT	101.97
1294	MARGARET DUMADAG-BUS SVCS, PURCHASE REIMBURSEMENT	11.68
1295	ANDREA WILLIAMS-DO, CONF EXPENSE REIMBURSEMENT	96.58
1296	STEPHANIE ROMERO-SP ED, PURCHASE REIMBURSEMENT	32.33
1297	LINDA TAKACS-RS, PURCHASE REIMBURSEMENT	261.35
1298	DEBRA AMOS/ FEEDING DREAMS - CONTRACT SERVICE	7,187.50
1299	SCHOOL FACILITIES SUPPORT-JAN 2019 CONTRACT SVCS	9,570.00
1301	DANIEL RAMIREZ - RS/ DRUMLINE, CONSULTANT	275.00
1302	MATTHEW GALLEGOS - RS/DRUMLINE, CONSULTANT	283.00
1303	EDDIE MIJARES - RS/DRUMLINE, CONSULTANT	625.00
1304	JANICE JACOBSEN-OL, CONTRACT SVCS	420.00
1305	SOUTHPAW ENTERPRISES, INC.-SP ED, SUPPLIES	2,686.92
1307	JOSHUA ESCUTIA - RS/ DRUMLINE, CONSULTANT	100.00
1309	ANGIE HUTCHERSON-JO, CONTRACT SVCS	273.00
1316	NATHAN HOWE-RS, PURCHASE REIMBURSEMENT	180.87
1317	SANDRA JAN-SP ED, POSTAGE EXPENSE REIMBURSEMENT	17.25
1318	MYRA PADILLA-FISCAL,PURCHASE REIMBURSEMENT	20.27

1319	TENA SERRANO-RS, PURCHASE REIMBURSEMENT	108.14
1320	LINDA TAKACS-RS, PURCHASE REIMBURSEMENT	38.16
1321	CITY OF LA HABRA-JAN 2019 FUEL	1,485.13
1322	ALEXAH FARRIS-SP ED, PURCHASE REIMBURSEMENT	16.94
1323	KRISTA VAN HOOGMOED-OLITA, PURCHASE REIMB	114.18
1324	INTERQUEST DETECTION-RS, SERVICES	215.00
1325	SO CAL GAS-MACY, UTILITIES, JAN 2019	247.52
1326	SO CAL EDISON-MACY, UTILITIES, JAN 2019	48.91
1327	PAR-SPECIAL EDUCATION, SUPPLIES	341.28
1328	GALLAGHER PEDIATRIC THERAPY - OT/PT SERVICE	2,215.83
1329	ADMINISTRATIVE SERV. CO OP - NON PUBLIC AGENCY, DEC	10,532.26
1330	NORBERTS-SPECIAL EDUCATION, SUPPLIES	488.73
1331	FITNESS FINDERS-MG, SUPPLIES	999.80
1332	AMERICAN EXPRESS - CREDIT CARD PURCHASES, DEC.	15,705.58
1333	MIND RESEARCH INSTITUTE-EP, 2018/19 SERVICES	4,200.00
1334	VEX ROBOTICS - ROBOTICS CLASS SUPPLIES, RS	931.15
1335	VEX ROBOTICS - ROBOTICS CLASS SUPPLIES, RS	184.31
1336	WESTERN GRAPHIX - LAMINATOR REPAIR	195.00
1338	SCHOOL LIFE - JORDAN SCHOOL SUPPLIES	62.63
1339	SCHOLASTIC BOOK CLUBS INC. - JORDAN SUPPLIES	107.00
1344	LOWE'S-EP,MA, MG, RS-SUPPLIES	157.92
1345	ALAN MAO - TECHNOLOGY SUPPLIES REIMBURSEMENT	971.64
1346	BUG FLIP - MAINTENANCE/ PEST CONTROL	185.00
1347	DANIELS TIRE SERVICE - VEHICLE SERVICE	286.04
1348	JAMES HARDWARE - MAINTENANCE/ GROUNDS	53.22
1349	PLUMBING WHOLESALE OUTLET - MAINTENANCE	204.94
1350	SOUTHEAST CONSTRUCTION - PAKING LOT REPAIRS	324.27
1351	SUPPLY WORKS - GROUNDS/ SUPPLIES	1,591.76
1352	TREMCO/ WEATHERPROOFING TECH. - ROOF REPAIR/ JO	1,610.00
1353	TREMCO/ WEATHERPROOFING TECH. - ROOF REPAIR/ MA	1,750.00
1354	WHITTIER CHRISTIAN HIGH SCHOOL - FIELD TRIPS	2,927.50
1356	JANICE JACOBSEN - MG/ ART - CONTRACT SERVICE	252.00
1357	BYRON FERGUSON/ ALL AMERICAN HOOPS - CONTRACT	810.00
1361	ASSOC. OF CA. SCHOOL ADMIN./EMP. DEDUCTIONS, JAN.	171.23
1362	AMERICAN FIDELITY ASSURANCE/ EMP. DEDUCTIONS, JAN.	10,500.03
1363	CALIF. SCHOOL EMPLOYEES ASSOC./EMP. DEDUCTIONS, JAN.	3,048.90
1364	CALIF. TEACHERS ASSOC./EMPLOYEE DEDUCTIONS, JAN.	12,595.15
1365	PACIFIC EDUCATORS, INC./EMP. DEDUCTIONS, JAN.	77.00
1366	THE STANDARD INSURANCE - VOL. DEDUCTIONS, JAN.	5,211.16
1367	UNITED WAY OF GREATER L.A./EMP.DEDUCTIONS, JAN.	10.00
1368	CA. ASSOC. OF SCHOOL PSYCH/ EMP.DEDUCTIONS, JAN.	15.50
1369	BARNES & NOBLE BOOKSTORE - RANCHO STARBUCK	842.50
1370	CDW GOVERNMENT - TECHNOLOGY SUPPLIES	757.56
1371	ENVELOPES TOMORROW - RS, SUPPLIES	250.00
1372	JIM COOMBS - SYMPOSIUM/ EXPENSE REIMBURSEMENT	105.09
1373	NCS PEARSON, INC. - SPECIAL ED. FORMS	412.09
1376	WARE DISPOSAL - TRASH SERVICE, NOV. - DEC.	144.81
1377	WARE DISPOSAL - TRASH SERVICE, DEC. - FEB.	3,878.66



Budget Adjustment Summary K-12/ROPs/JPAs

PERIOD AFFECTED:	
<input type="checkbox"/> Adopted Budget	
<input type="checkbox"/> First Interim	
<input checked="" type="checkbox"/> Second Interim	
<input type="checkbox"/> Third Interim	
<input type="checkbox"/> Unaudited Actuals	

Submit one (1) certified original of this form.

DISTRICT NUMBER 64766	GL JOURNAL ID NUMBER SI001	FUND NUMBER 01.0
FISCAL YEAR 2018-19	FUND NAME General Fund	<input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> RESTRICTED

DATE OF SUMMARY 02/26/2019	NAME OF SCHOOL DISTRICT Lowell Joint School District
--------------------------------------	--

A. Revenues/Other Financing Sources	Object Code	Specific Object Code	Specific Resource Code	Budget Adjustment Increase (Decrease)
1. LCFF Sources	8010-8099			\$ 0.00
2. Federal Revenue	8100-8299			0.00
3. Other State Revenue	8300-8599			0.00
4. Other Local Revenue	8600-8799			44,884.00
5. Interfund Transfers In	8900-8929			0.00
6. All Other Financing Sources	8930-8979			0.00
7. Contributions	8980-8999			(8,947.00)
8. Total Revenues/Other Financing Sources			\$	35,937.00

B. Expenditures/Other Financing Uses	Object Code	Resource Code (Optional)	Budget Adjustment Increase (Decrease)
1. Certificated Personnel Salaries	1000-1999		\$ 62,970.00
2. Classified Personnel Salaries	2000-2999		44,504.00
3. Employee Benefits	3000-3999		27,170.00
4. Books and Supplies	4000-4999		(43,550.00)
5. Services and Other Operating Expenditures	5000-5999		(65,578.00)
6. Capital Outlay	6000-6999		(40,000.00)
7. Tuition	7100-7199		0.00
8. Interagency Transfers Out	7200-7299		0.00
9. Transfers of Indirect Costs	7300-7399		(4,139.00)
10. Debt Service	7430-7439		0.00
11. Interfund Transfers Out	7600-7629		0.00
12. All Other Financing Uses	7630-7699		0.00
13. Total Expenditures/Other Financing Uses			\$ (18,623.00)

C. Subtotal A8 - B13 [This amount will Increase (Decrease) Ending Fund Balance]	\$	54,560.00
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NOTES: Line A5 - Interfund Transfers In and Line B11 - Interfund Transfers Out must equal.
 Line A7 - Contributions must net to zero at the total fund level.
 If Section C is not zero, you must complete Section D on Page 2.

D. Components of Ending Fund Balance	Object Code	Resource Code	Revision Increase (Decrease)
1. Nonspendable Amounts			
Revolving Cash	9711		\$
Stores	9712		
Prepaid Expenditures	9713		
All Others	9719		
Total Nonspendable Amounts			0.00
2. Restricted Amounts			
Restricted	9740		\$
Total Restricted Amounts			0.00
3. Committed Amounts			
Stabilization Arrangements	9750		\$
Other Commitments	9760		
Total Committed Amounts			0.00
4. Assigned Amounts			
Other Assignments	9780		\$
Total Assigned Amounts			0.00
5. Unassigned/Unappropriated Amounts			
Reserve for Economic Uncertainties	9789		\$
Unassigned/Unappropriated/Unrestricted Net Position	9790		54,560.00
Total Unassigned/Unappropriated Amounts			54,560.00
6. Total Components of Ending Fund Balance (Must Equal the Total in Section C)			\$ 54,560.00

E. Narrative Explanation for this Revision - Must be Completed

2018-19 Second Interim Adjustment based on projections for remainder of fiscal year.

F. School District Certification - Must be Completed

NAME OF SCHOOL DISTRICT CONTACT PERSON Andrea Reynolds		TELEPHONE NUMBER OF CONTACT PERSON (562) 943-0211	EMAIL ADDRESS OF CONTACT PERSON areynolds@ljsd.org
DATE OF BOARD APPROVAL 03/04/2019	SIGNATURE OF AUTHORIZED SIGNATORY OR DESIGNEE OF THE BOARD	PRINT NAME AND TITLE Jim Coombs, Superintendent	DATE SIGNED 03/04/2019

Submit one (1) certified original of this form to:

Los Angeles County Office of Education
Business Advisory Services
9300 Imperial Highway
Downey, CA 90242-2890

Approved:
Debra Duardo, M.S.W., Ed.D.
Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY

DATE SIGNED



Budget Adjustment Summary K-12/ROPs/JPA's

PERIOD AFFECTED:	
<input type="checkbox"/>	Adopted Budget
<input type="checkbox"/>	First Interim
<input checked="" type="checkbox"/>	Second Interim
<input type="checkbox"/>	Third Interim
<input type="checkbox"/>	Unaudited Actuals

Submit one (1) certified original of this form.

DISTRICT NUMBER 64766	GL JOURNAL ID NUMBER SI002	FUND NUMBER 01.0
FISCAL YEAR 2018-19	FUND NAME General Fund	<input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> RESTRICTED

DATE OF SUMMARY 02/26/2019	NAME OF SCHOOL DISTRICT Lowell Joint School District
--------------------------------------	--

A. Revenues/Other Financing Sources	Object Code	Specific Object Code	Specific Resource Code	Budget Adjustment Increase (Decrease)
1. LCFF Sources	8010-8099			\$ 0.00
2. Federal Revenue	8100-8299			11,653.00
3. Other State Revenue	8300-8599			15,421.00
4. Other Local Revenue	8600-8799			6.00
5. Interfund Transfers In	8900-8929			0.00
6. All Other Financing Sources	8930-8979			0.00
7. Contributions	8980-8999			8,947.00
8. Total Revenues/Other Financing Sources				\$ 36,027.00

B. Expenditures/Other Financing Uses	Object Code	Resource Code (Optional)	Budget Adjustment Increase (Decrease)
1. Certificated Personnel Salaries	1000-1999		\$ 10,723.00
2. Classified Personnel Salaries	2000-2999		8,870.00
3. Employee Benefits	3000-3999		(3,531.00)
4. Books and Supplies	4000-4999		(11,895.00)
5. Services and Other Operating Expenditures	5000-5999		27,721.00
6. Capital Outlay	6000-6999		0.00
7. Tuition	7100-7199		0.00
8. Interagency Transfers Out	7200-7299		0.00
9. Transfers of Indirect Costs	7300-7399		4,139.00
10. Debt Service	7430-7439		0.00
11. Interfund Transfers Out	7600-7629		0.00
12. All Other Financing Uses	7630-7699		0.00
13. Total Expenditures/Other Financing Uses			\$ 36,027.00

C. Subtotal A8 - B13 [This amount will Increase (Decrease) Ending Fund Balance]	\$ 0.00
--	----------------

NOTES: Line A5 - Interfund Transfers In and Line B11 - Interfund Transfers Out must equal.
Line A7 - Contributions must net to zero at the total fund level.
If Section C is not zero, you must complete Section D on Page 2.

D. Components of Ending Fund Balance	Object Code	Resource Code	Revision Increase (Decrease)
1. Nonspendable Amounts			
Revolving Cash	9711		\$
Stores	9712		
Prepaid Expenditures	9713		
All Others	9719		
Total Nonspendable Amounts			0.00
2. Restricted Amounts			
Restricted	9740		\$
Total Restricted Amounts			0.00
3. Committed Amounts			
Stabilization Arrangements	9750		\$
Other Commitments	9760		
Total Committed Amounts			0.00
4. Assigned Amounts			
Other Assignments	9780		\$
Total Assigned Amounts			0.00
5. Unassigned/Unappropriated Amounts			
Reserve for Economic Uncertainties	9789		\$
Unassigned/Unappropriated/Unrestricted Net Position	9790		
Total Unassigned/Unappropriated Amounts			0.00
6. Total Components of Ending Fund Balance (Must Equal the Total in Section C)			\$ 0.00

E. Narrative Explanation for this Revision - Must be Completed

2018-19 Second Interim Adjustment based on projections for remainder of fiscal year.

F. School District Certification - Must be Completed

NAME OF SCHOOL DISTRICT CONTACT PERSON Andrea Reynolds		TELEPHONE NUMBER OF CONTACT PERSON (562) 943-0211	EMAIL ADDRESS OF CONTACT PERSON areynolds@ljsd.org
DATE OF BOARD APPROVAL 03/04/2019	SIGNATURE OF AUTHORIZED SIGNATORY OR DESIGNEE OF THE BOARD	PRINT NAME AND TITLE Jim Coombs, Superintendent	DATE SIGNED 03/04/2019

Submit one (1) certified original of this form to:

Los Angeles County Office of Education
Business Advisory Services
9300 Imperial Highway
Downey, CA 90242-2890

Approved:

Debra Duardo, M.S.W., Ed.D.
Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY

DATE SIGNED



Budget Adjustment Summary K-12/ROPs/JPs

PERIOD AFFECTED:	
<input type="checkbox"/> Adopted Budget	
<input type="checkbox"/> First Interim	
<input checked="" type="checkbox"/> Second Interim	
<input type="checkbox"/> Third Interim	
<input type="checkbox"/> Unaudited Actuals	

Submit one (1) certified original of this form.

DISTRICT NUMBER 64766	GL JOURNAL ID NUMBER SI003	FUND NUMBER 13.0
FISCAL YEAR 2018-19	FUND NAME Cafeteria Fund	<input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> RESTRICTED

DATE OF SUMMARY 02/26/2019	NAME OF SCHOOL DISTRICT Lowell Joint School District
--------------------------------------	--

A. Revenues/Other Financing Sources	Object Code	Specific Object Code	Specific Resource Code	Budget Adjustment Increase (Decrease)
1. LCFF Sources	8010-8099			\$ 0.00
2. Federal Revenue	8100-8299			0.00
3. Other State Revenue	8300-8599			0.00
4. Other Local Revenue	8600-8799			0.00
5. Interfund Transfers In	8900-8929			0.00
6. All Other Financing Sources	8930-8979			0.00
7. Contributions	8980-8999			0.00
8. Total Revenues/Other Financing Sources				\$ 0.00

B. Expenditures/Other Financing Uses	Object Code	Resource Code (Optional)	Budget Adjustment Increase (Decrease)
1. Certificated Personnel Salaries	1000-1999		\$ 0.00
2. Classified Personnel Salaries	2000-2999		(45,404.00)
3. Employee Benefits	3000-3999		0.00
4. Books and Supplies	4000-4999		0.00
5. Services and Other Operating Expenditures	5000-5999		49,120.00
6. Capital Outlay	6000-6999		0.00
7. Tuition	7100-7199		0.00
8. Interagency Transfers Out	7200-7299		0.00
9. Transfers of Indirect Costs	7300-7399		0.00
10. Debt Service	7430-7439		
11. Interfund Transfers Out	7600-7629		
12. All Other Financing Uses	7630-7699		
13. Total Expenditures/Other Financing Uses			\$ 3,716.00

C. Subtotal A8 - B13 [This amount will increase (Decrease) Ending Fund Balance]	\$ (3,716.00)
--	----------------------

NOTES: Line A5 - Interfund Transfers In and Line B11 - Interfund Transfers Out must equal.
 Line A7 - Contributions must net to zero at the total fund level.
 If Section C is not zero, you must complete Section D on Page 2.

D. Components of Ending Fund Balance	Object Code	Resource Code	Revision Increase (Decrease)
1. Nonspendable Amounts			
Revolving Cash	9711		\$
Stores	9712		
Prepaid Expenditures	9713		
All Others	9719		
Total Nonspendable Amounts			0.00
2. Restricted Amounts			
Restricted	9740		\$ (3,716.00)
Total Restricted Amounts			(3,716.00)
3. Committed Amounts			
Stabilization Arrangements	9750		\$
Other Commitments	9760		
Total Committed Amounts			0.00
4. Assigned Amounts			
Other Assignments	9780		\$
Total Assigned Amounts			0.00
5. Unassigned/Unappropriated Amounts			
Reserve for Economic Uncertainties	9789		\$
Unassigned/Unappropriated/Unrestricted Net Position	9790		
Total Unassigned/Unappropriated Amounts			0.00
6. Total Components of Ending Fund Balance (Must Equal the Total in Section C)			\$ (3,716.00)

E. Narrative Explanation for this Revision - Must be Completed

2018-19 Second Interim Adjustment based on projections for remainder of fiscal year.

F. School District Certification - Must be Completed

NAME OF SCHOOL DISTRICT CONTACT PERSON Andrea Reynolds		TELEPHONE NUMBER OF CONTACT PERSON (562) 943-0211	EMAIL ADDRESS OF CONTACT PERSON areynolds@ljsd.org
DATE OF BOARD APPROVAL 03/04/2019	SIGNATURE OF AUTHORIZED SIGNATORY OR DESIGNEE OF THE BOARD	PRINT NAME AND TITLE Jim Coombs, Superintendent	DATE SIGNED 03/04/2019

Submit one (1) certified original of this form to:

Los Angeles County Office of Education
Business Advisory Services
9300 Imperial Highway
Downey, CA 90242-2890

Approved:

Debra Duardo, M.S.W., Ed.D.
Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY	DATE SIGNED
--	-------------



Budget Adjustment Summary K-12/ROPs/JPAs

PERIOD AFFECTED:

- Adopted Budget
- First Interim
- Second Interim
- Third Interim
- Unaudited Actuals

Submit one (1) certified original of this form.

DISTRICT NUMBER 64766	GL JOURNAL ID NUMBER SI004	FUND NUMBER 14.0
FISCAL YEAR 2018-19	FUND NAME Deferred Maintenance Fund	<input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> RESTRICTED

DATE OF SUMMARY 02/26/2019	NAME OF SCHOOL DISTRICT Lowell Joint School District
--------------------------------------	--

A. Revenues/Other Financing Sources	Object Code	Specific Object Code	Specific Resource Code	Budget Adjustment Increase (Decrease)
1. LCFF Sources	8010-8099			\$ 0.00
2. Federal Revenue	8100-8299			0.00
3. Other State Revenue	8300-8599			0.00
4. Other Local Revenue	8600-8799			12,785.00
5. Interfund Transfers In	8900-8929			0.00
6. All Other Financing Sources	8930-8979			0.00
7. Contributions	8980-8999			0.00
8. Total Revenues/Other Financing Sources				\$ 12,785.00

B. Expenditures/Other Financing Uses	Object Code	Resource Code (Optional)	Budget Adjustment Increase (Decrease)
1. Certificated Personnel Salaries	1000-1999		\$ 0.00
2. Classified Personnel Salaries	2000-2999		0.00
3. Employee Benefits	3000-3999		0.00
4. Books and Supplies	4000-4999		0.00
5. Services and Other Operating Expenditures	5000-5999		11,885.00
6. Capital Outlay	6000-6999		0.00
7. Tuition	7100-7199		0.00
8. Interagency Transfers Out	7200-7299		0.00
9. Transfers of Indirect Costs	7300-7399		0.00
10. Debt Service	7430-7439		0.00
11. Interfund Transfers Out	7600-7629		0.00
12. All Other Financing Uses	7630-7699		0.00
13. Total Expenditures/Other Financing Uses			\$ 11,885.00

C. Subtotal A8 - B13 [This amount will Increase (Decrease) Ending Fund Balance]	\$ 900.00
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NOTES: Line A5 - Interfund Transfers In and Line B11 - Interfund Transfers Out must equal.
 Line A7 - Contributions must net to zero at the total fund level.
 If Section C is not zero, you must complete Section D on Page 2.

D. Components of Ending Fund Balance	Object Code	Resource Code	Revision Increase (Decrease)
1. Nonspendable Amounts			
Revolving Cash	9711		\$
Stores	9712		
Prepaid Expenditures	9713		
All Others	9719		
Total Nonspendable Amounts			0.00
2. Restricted Amounts			
Restricted	9740		\$
Total Restricted Amounts			0.00
3. Committed Amounts			
Stabilization Arrangements	9750		\$
Other Commitments	9760		
Total Committed Amounts			0.00
4. Assigned Amounts			
Other Assignments	9780		\$ 900.00
Total Assigned Amounts			900.00
5. Unassigned/Unappropriated Amounts			
Reserve for Economic Uncertainties	9789		\$
Unassigned/Unappropriated/Unrestricted Net Position	9790		
Total Unassigned/Unappropriated Amounts			0.00
6. Total Components of Ending Fund Balance (Must Equal the Total in Section C)			\$ 900.00

E. Narrative Explanation for this Revision - Must be Completed

2018-19 Second Interim Adjustment based on projections for remainder of fiscal year.

F. School District Certification - Must be Completed

NAME OF SCHOOL DISTRICT CONTACT PERSON Andrea Reynolds		TELEPHONE NUMBER OF CONTACT PERSON (562) 943-0211	EMAIL ADDRESS OF CONTACT PERSON areynolds@ljsd.org
DATE OF BOARD APPROVAL 03/04/2019	SIGNATURE OF AUTHORIZED SIGNATORY OR DESIGNEE OF THE BOARD	PRINT NAME AND TITLE Jim Coombs, Superintendent	DATE SIGNED 03/04/2019

Submit one (1) certified original of this form to:

Los Angeles County Office of Education
Business Advisory Services
9300 Imperial Highway
Downey, CA 90242-2890

Approved:
Debra Duardo, M.S.W., Ed.D.
Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY

DATE SIGNED



Budget Adjustment Summary K-12/ROPs/JPs

PERIOD AFFECTED:	
<input type="checkbox"/> Adopted Budget	
<input type="checkbox"/> First Interim	
<input checked="" type="checkbox"/> Second Interim	
<input type="checkbox"/> Third Interim	
<input type="checkbox"/> Unaudited Actuals	

Submit one (1) certified original of this form.

DISTRICT NUMBER 64766	GL JOURNAL ID NUMBER SI005	FUND NUMBER 25.0
FISCAL YEAR 2018-19	FUND NAME Capital Facilities	<input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> RESTRICTED

DATE OF SUMMARY 02/26/2019	NAME OF SCHOOL DISTRICT Lowell Joint School District
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A. Revenues/Other Financing Sources	Object Code	Specific Object Code	Specific Resource Code	Budget Adjustment Increase (Decrease)
1. LCFF Sources	8010-8099			\$ 0.00
2. Federal Revenue	8100-8299			0.00
3. Other State Revenue	8300-8599			0.00
4. Other Local Revenue	8600-8799			0.00
5. Interfund Transfers In	8900-8929			0.00
6. All Other Financing Sources	8930-8979			0.00
7. Contributions	8980-8999			0.00
8. Total Revenues/Other Financing Sources				\$ 0.00

B. Expenditures/Other Financing Uses	Object Code	Resource Code (Optional)	Budget Adjustment Increase (Decrease)
1. Certificated Personnel Salaries	1000-1999		\$ 0.00
2. Classified Personnel Salaries	2000-2999		0.00
3. Employee Benefits	3000-3999		0.00
4. Books and Supplies	4000-4999		1,500.00
5. Services and Other Operating Expenditures	5000-5999		27,000.00
6. Capital Outlay	6000-6999		0.00
7. Tuition	7100-7199		0.00
8. Interagency Transfers Out	7200-7299		0.00
9. Transfers of Indirect Costs	7300-7399		0.00
10. Debt Service	7430-7439		0.00
11. Interfund Transfers Out	7600-7629		0.00
12. All Other Financing Uses	7630-7699		0.00
13. Total Expenditures/Other Financing Uses			\$ 28,500.00

C. Subtotal A8 - B13 [This amount will increase (Decrease) Ending Fund Balance]	\$	(28,500.00)
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NOTES: Line A5 - Interfund Transfers In and Line B11 - Interfund Transfers Out must equal.
 Line A7 - Contributions must net to zero at the total fund level.
 If Section C is not zero, you must complete Section D on Page 2.

D. Components of Ending Fund Balance	Object Code	Resource Code	Revision Increase (Decrease)
1. Nonspendable Amounts			
Revolving Cash	9711		\$
Stores	9712		
Prepaid Expenditures	9713		
All Others	9719		
Total Nonspendable Amounts			0.00
2. Restricted Amounts			
Restricted	9740		\$
Total Restricted Amounts			0.00
3. Committed Amounts			
Stabilization Arrangements	9750		\$
Other Commitments	9760		(28,500.00)
Total Committed Amounts			(28,500.00)
4. Assigned Amounts			
Other Assignments	9780		\$
Total Assigned Amounts			0.00
5. Unassigned/Unappropriated Amounts			
Reserve for Economic Uncertainties	9789		\$
Unassigned/Unappropriated/Unrestricted Net Position	9790		
Total Unassigned/Unappropriated Amounts			0.00
6. Total Components of Ending Fund Balance (Must Equal the Total in Section C)			\$ (28,500.00)

E. Narrative Explanation for this Revision - Must be Completed

2018-19 Second Interim Adjustment based on projections for remainder of fiscal year.

F. School District Certification - Must be Completed

NAME OF SCHOOL DISTRICT CONTACT PERSON Andrea Reynolds		TELEPHONE NUMBER OF CONTACT PERSON (562) 943-0211	EMAIL ADDRESS OF CONTACT PERSON areynolds@ljsd.org
DATE OF BOARD APPROVAL 03/04/2019	SIGNATURE OF AUTHORIZED SIGNATORY OR DESIGNEE OF THE BOARD	PRINT NAME AND TITLE Jim Coombs, Superintendent	DATE SIGNED 03/04/2019

Submit one (1) certified original of this form to:

Los Angeles County Office of Education
Business Advisory Services
9300 Imperial Highway
Downey, CA 90242-2890

Approved:
Debra Duardo, M.S.W., Ed.D.
Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY	DATE SIGNED
--	-------------



Budget Adjustment Summary K-12/ROPs/JPA's

PERIOD AFFECTED:	
<input type="checkbox"/> Adopted Budget	
<input type="checkbox"/> First Interim	
<input checked="" type="checkbox"/> Second Interim	
<input type="checkbox"/> Third Interim	
<input type="checkbox"/> Unaudited Actuals	

Submit one (1) certified original of this form.

DISTRICT NUMBER 64766	GL JOURNAL ID NUMBER SI006	FUND NUMBER 40.0
FISCAL YEAR 2018-19	FUND NAME Capital Outlay	<input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> RESTRICTED

DATE OF SUMMARY 02/26/2019	NAME OF SCHOOL DISTRICT Lowell Joint School District
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A. Revenues/Other Financing Sources	Object Code	Specific Object Code	Specific Resource Code	Budget Adjustment Increase (Decrease)
1. LCFF Sources	8010-8099			\$ 0.00
2. Federal Revenue	8100-8299			0.00
3. Other State Revenue	8300-8599			0.00
4. Other Local Revenue	8600-8799			0.00
5. Interfund Transfers In	8900-8929			0.00
6. All Other Financing Sources	8930-8979			0.00
7. Contributions	8980-8999			0.00
8. Total Revenues/Other Financing Sources				\$ 0.00

B. Expenditures/Other Financing Uses	Object Code	Resource Code (Optional)	Budget Adjustment Increase (Decrease)
1. Certificated Personnel Salaries	1000-1999		\$ 0.00
2. Classified Personnel Salaries	2000-2999		0.00
3. Employee Benefits	3000-3999		0.00
4. Books and Supplies	4000-4999		3,500.00
5. Services and Other Operating Expenditures	5000-5999		50,520.00
6. Capital Outlay	6000-6999		21,000.00
7. Tuition	7100-7199		0.00
8. Interagency Transfers Out	7200-7299		0.00
9. Transfers of Indirect Costs	7300-7399		0.00
10. Debt Service	7430-7439		0.00
11. Interfund Transfers Out	7600-7629		0.00
12. All Other Financing Uses	7630-7699		0.00
13. Total Expenditures/Other Financing Uses			\$ 75,020.00

C. Subtotal A8 - B13 [This amount will Increase (Decrease) Ending Fund Balance]	\$	(75,020.00)
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NOTES: Line A5 - Interfund Transfers In and Line B11 - Interfund Transfers Out must equal.
 Line A7 - Contributions must net to zero at the total fund level.
 If Section C is not zero, you must complete Section D on Page 2.

D. Components of Ending Fund Balance	Object Code	Resource Code	Revision Increase (Decrease)
1. Nonspendable Amounts			
Revolving Cash	9711		\$
Stores	9712		
Prepaid Expenditures	9713		
All Others	9719		
Total Nonspendable Amounts			0.00
2. Restricted Amounts			
Restricted	9740		\$
Total Restricted Amounts			0.00
3. Committed Amounts			
Stabilization Arrangements	9750		\$
Other Commitments	9760		(75,020.00)
Total Committed Amounts			(75,020.00)
4. Assigned Amounts			
Other Assignments	9780		\$
Total Assigned Amounts			0.00
5. Unassigned/Unappropriated Amounts			
Reserve for Economic Uncertainties	9789		\$
Unassigned/Unappropriated/Unrestricted Net Position	9790		
Total Unassigned/Unappropriated Amounts			0.00
6. Total Components of Ending Fund Balance (Must Equal the Total in Section C)			\$ (75,020.00)

E. Narrative Explanation for this Revision - Must be Completed

2018-19 Second Interim Adjustment based on projections for remainder of fiscal year.

F. School District Certification - Must be Completed

NAME OF SCHOOL DISTRICT CONTACT PERSON Andrea Reynolds		TELEPHONE NUMBER OF CONTACT PERSON (562) 943-0211	EMAIL ADDRESS OF CONTACT PERSON areynolds@ljsd.org
DATE OF BOARD APPROVAL 03/04/2019	SIGNATURE OF AUTHORIZED SIGNATORY OR DESIGNEE OF THE BOARD	PRINT NAME AND TITLE Jim Coombs, Superintendent	DATE SIGNED 03/04/2019

Submit one (1) certified original of this form to:

Los Angeles County Office of Education
Business Advisory Services
9300 Imperial Highway
Downey, CA 90242-2890

Approved:

Debra Duardo, M.S.W., Ed.D.
Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY	DATE SIGNED
--	-------------

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees
From: Jim Coombs, Superintendent of Schools
Subject: Approval of Shortlist for Inspector of Record (IOR) SERVICES DISTRICT WIDE ACTION

In response to the Inspector of Record (IOR) Request for Proposal dated February 1, 2019, staff would like to recommend the following shortlisting of firms:

Hauffe Company, Inc.; Knowland Construction Services; and Independent Construction Inspection

The duration is for four (4) years with an additional two (2) year extension at the District's discretion. The "shortlisting" does not guarantee work to the participants.

It is recommended that the Shortlist for Inspector of Record (IOR) Services District Wide be approved, and that the Superintendent or designee be authorized to execute the necessary documents.

AR/md

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Change Order No. 1

ACTION

It is recommended that Change Order No. 1 be approved as attached, and that the Superintendent or designee be authorized to execute the necessary documents.

AR/md

Superintendent's Comment:

APPROVAL RECOMMENDED.

CHANGE ORDER NO. 1

Project: RFP #2018-01, Lowell Joint School District Prop 39 Lighting and HVAC Upgrade

DESCRIPTION OF CHANGE: No cost - Time Extension Only

Cost: (No Cost.)

Original Contract Price: \$715,723.25
Change Order Amount: 0.00 (Time Extension only)
Final Contract Price: \$715,723.25

TIME FOR COMPLETION:

Original Date of Completion: August 12, 2018.
Additional time for completion: 192 days
Final Date of Completion: February 28, 2019

No additions or deletions to this Change Order shall be allowed, except with written permission of District. Contractor accepts the terms and conditions stated above as full and final settlement of any and all claims arising from this Change Order.

This Change Order is hereby agreed to, accepted and approved.

CONTRACTOR

LOWELL JOINT SCHOOL DISTRICT

BY:  _____
Signature

BY: _____
Signature

PRINT NAME: AL GANCMAN _____

PRINT NAME: _____

TITLE: PRESIDENT _____

TITLE: _____

DATE: FEBRUARY 27, 2019 _____

DATE: _____

ARCHITECT (if applicable)

DSA (if applicable)

BY: N/A _____
Signature

BY: N/A _____
Signature

PRINT NAME: _____

PRINT NAME: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Shortlist for Geotechnical Soil Inspections and Material Testing Services ACTION

In response to the Geotechnical Soils Inspections and Material Testing Services Request for Proposal No. 2019-01, dated February 1, 2019, staff would like to recommend the following shortlisting of firms:

Converse Consultants; Tining, Inc.; Ninyo & Moore; CTE South, Inc.; Smith-Emery Laboratories; Koury Engineering and Testing, Inc.; RMA Group Inc.; Leighton Group, Inc.; and Geo-Advantec, Inc.

The duration is for four (4) years with an additional two (2) year extension at the District's discretion. The "shortlisting" does not guarantee work to the participants.

It is recommended that the Shortlist for Inspector of Record (IOR) Services District Wide be approved, and that the Superintendent or designee be authorized to execute the necessary documents.

AR/md

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Notice of Completion

ACTION

RFP#2018-01, Lowell Joint School District
Prop 39 Lighting and HVAC Upgrade (Prop 39 Funds)
Vector Energy Group, LLC
Original Contract
Change Order #1
New Contract Value

P.O. #84152

\$715,723.25
(\$00.00)
\$715,723.25

It is recommended that the Notice of Completion be approved, and accept all listed work as complete, and that the Superintendent or designee be authorized to file the notice of completion with the Office of the County Recorder.

AR/md

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford, and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval to Delegate Authority to the Superintendent of Schools, or Designee, to Award Contracts for Construction and Modernization Projects Districtwide ACTION

The District will undergo construction and modernization projects at all the District sites, including, but not limited to, upgrading aging roof and heating, ventilation and air conditioning (HVAC) systems. There will be a need for additional portables to temporarily house staff and students at the sites during the work. These projects will require the awarding of contracts for site work, construction, roofing, electrical, plumbing, HVAC, construction management, and architectural designs.

Board of Trustee meetings are typically scheduled once a month. Staff wishes to be able to award contracts as soon as possible in order to take advantage of time in the very competitive construction world. Waiting to award a contract for a construction project can result in increased costs to the District due to the heavy competition for construction trades. Therefore, delegation of authority to the Superintendent, or designee, to award such contracts will ensure the District can award contracts as soon as possible.

In addition, District outlay of capital funds for these projects can qualify the District to receive "matching funds" of 60% of the eligible expenditures from the state when funds are available as long as the District has submitted applications for modernization eligibility. The Board is asked to approve the Superintendent, or designee, to complete and file the necessary applications for all eligible sites District-wide so the District can maximize the expenditure of these local funds for future construction projects.

It is recommended that the Board approve the Delegation of Authority to the Superintendent of Schools, or Designee, to Award Contracts for the Construction and Modernization Projects District wide, and that the Superintendent, or designee, be authorized to execute the necessary documents.

AR:md

Superintendent's Comment:

APPROVAL RECOMMENDED.

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Employer-Employee Relations/Personnel Report
2018/19 #8 Which Includes Hiring, Resignations,
Contract Adjustments, and Retirements for
Certificated, Classified, and Confidential
Employees

ACTION
(RATIFICATION)

The attached Employer-Employee Relations/Personnel Report 2018/19 #8, 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 2018/19 #8, 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 2018/19 #8

March 4, 2019

I. CERTIFICATED EMPLOYEES

A. CHANGE OF STATUS

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENT
Kristen Preston	11/26/18	03/06/19	MG	FMLA (AB375)/Baby Bonding
Heather Parecco	02/25/19	03/22/19	JO	FMLA (AB375)/Baby Bonding
CdeBaca, Denise	03/11/19	06/21/19	DO	Speech Pathologist 1 yr Probationary (Olita)

B. RESIGNATIONS

NAME	EFFECTIVE DATE	END DATE	COMMENT
Stephanie Romero	02/22/19	DO	Resignation. Program Specialist

C. STIPENDS/EXTRA DUTY

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENT
Kaitlyn Campbell	03/01/19	05/31/19	EP	To be paid \$35.00/hour to participate in Early Development Index Survey/ Participation no to exceed 11 hours. To be paid from the Children and Families Commission of Orange County.
Carrie Wood	03/01/19	05/31/19	EP	To be paid \$35.00/hour to participate in Early Development Index Survey/ Participation no to exceed 11 hours. To be paid from the Children and Families Commission of Orange County.
Chrissy Ilinsky	03/01/19	05/31/19	EP	To be paid \$35.00/hour to participate in Early Development Index Survey/ Participation no to exceed 11 hours. To be paid from the Children and Families Commission of Orange County.
Laura Remme	03/01/19	05/31/19	EP	To be paid \$35.00/hour to participate in Early Development

Andrea Desmond	03/01/19	05/31/19	JO	Index Survey/ Participation no to exceed 11 hours. To be paid from the Children and Families Commission of Orange County. To be paid \$35.00/hour to participate in Early Development Index Survey/ Participation no to exceed 11 hours. To be paid from the Children and Families Commission of Orange County.
Melinda Kellogg	03/01/19	05/31/19	JO	To be paid \$35.00/hour to participate in Early Development Index Survey/ Participation no to exceed 11 hours. To be paid from the Children and Families Commission of Orange County.
Heather Parreco	03/01/19	05/31/19	JO	To be paid \$35.00/hour to participate in Early Development Index Survey/ Participation no to exceed 11 hours. To be paid from the Children and Families Commission of Orange County.
Debbie Needham	03/01/19	05/31/19	MA	To be paid \$35.00/hour to participate in Early Development Index Survey/ Participation no to exceed 11 hours. To be paid from the Children and Families Commission of Orange County.
Kaleen Sanchez	03/01/19	05/31/19	MA	To be paid \$35.00/hour to participate in Early Development Index Survey/ Participation no to exceed 11 hours. To be paid from the Children and Families Commission of Orange County.
Susie Perez	03/01/19	05/31/19	MG	To be paid \$35.00/hour to participate in Early Development Index Survey/ Participation no to exceed 11 hours. To be paid from the Children and Families Commission of Orange County.
Mayra Rodriguez	03/01/19	05/31/19	MG	To be paid \$35.00/hour to participate in Early Development Index Survey/ Participation no to exceed 11 hours. To be paid from the Children and Families Commission of Orange County.
Gracia Haworth	03/01/19	05/31/19	OL	To be paid \$35.00/hour to participate in Early Development Index Survey/ Participation no to exceed 11 hours. To be paid from the Children and Families Commission of Orange County.
Margaret Palmer	03/01/19	05/31/19	OL	To be paid \$35.00/hour to participate in Early Development Index Survey/ Participation no to exceed 11 hours. To be paid from

Anne Russell	03/01/19	05/31/19	OL	the Children and Families Commission of Orange County. To be paid \$35.00/hour to participate in Early Development Index Survey/ Participation no to exceed 11 hours. To be paid from the Children and Families Commission of Orange County.
Nicole Ballard	03/01/19	05/31/19	MA	To be paid \$35.00/hour to participate in Early Development Index Survey/ Participation no to exceed 11 hours. To be paid from the Children and Families Commission of Orange County.

D. SUBSTITUTE CHANGE OF PAY

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENT
Tiffany Shun-Hernandez	02/25/19	03/22/19	DO	To be paid special long term rate of \$170.00 for Jordan Elementary School for Kindergarten grade classroom
Barger, Mary Jane	02/12/19	05/31/19	DO	To be paid at the hourly rate of \$70.00 Speech Language and Pathologist Services.

E. EMPLOYMENT OF SUBSTITUTES EFFECTIVE 08/14/18 FOR THE 2018/19 SCHOOL YEAR \$131.00 PER DAY RATE AND \$170.00 LONG TERM AND \$65.50 PER HALF DAY RATE AND \$35.00 PER HOUR*

- McKissic, Alisa
- Hsu, Rebecca
- Matute, Justin
- Barger, Mary Jane
- Shaina Monteil
- Ampuero, Melissa

*It is further recommended that the individuals listed above be approved to instruct in the Intervention Programs. The rate of pay is \$35.00/hour and will be paid from Title I, or LCFF Supplemental Grant Funds.

*It is further recommended that the individuals listed above be approved as home school teachers, if needed, for the 2018/19 school year at a rate of \$35.00/hour, not to exceed five hours per week, per student. Mileage will be paid at the IRS Standard Mileage Rate for the 2018/19 school year.

CLASSIFIED EMPLOYEES 3-4-19

B. MONTHLY – 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>
1.	Aguyao, Leo	02/04/19	03/01/19	R20/S5	EP	Night Custodian/Working Out of Class
2.	Brown, Matthew	02/05/19	03/01/19		EP	Day Custodian/FMLA/Medical Leave
3.	Giannini, Phaedra	08/01/18		MGT 7 + Mileage	MG	Occupational Therapist/\$30 per Month Mileage Stipend

C. 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>
1.	Allsman, Marcy	01/07/19	05/31/19	R14/S1	RS	Special Education Support Aide/Temporary Assignment
2.	Archev, Sara	01/07/19	05/31/19	R14/S1	RS	Special Education Support Aide/Temporary Assignment
3.	Beck, Kimberly	02/12/19		R15/S1	OL	Special Education Support Aide/Replacement for Vacancy
4.	Delgado, Jaimee	02/19/19		R14/S1	DO	Instructional Assistant/Substitute
5.	Delgado, Jaimee	02/19/19		R15/S1	DO	Instructional Assistant/Substitute
6.	Garcia, Alejandra	02/26/19		R16/S1	DO	Clerk Typist/Substitute
7.	Garcia, Alejandra	02/26/19		R23/S1	DO	School Office Manager/
8.	Jan, Sandra	03/01/19	03/29/19		DO	Secretary-Curriculum/Guidance/Temporary Increase of one (1) hour per day
9.	Lepe, Carolyn	11/13/18			MA	Bilingual Instructional Assistant/Effective Date Correction to 12/04/18 EER
10.	Mailo, Oshea	02/07/19				Instructional Assistant/Resignation
11.	Marquez Rodriguez, Francisco	02/19/19		R14/S1	DO	Instructional Assistant/Substitute
12.	Marquez Rodriguez, Francisco	02/19/19		R15/S1	DO	Instructional Assistant/Substitute
13.	Montanez, Laurie	02/19/19		R14/S1	DO	Instructional Assistant/Substitute
14.	Montanez, Laurie	02/19/19		R15/S1	DO	Instructional Assistant/Substitute
15.	Saucedo, Adelyna	02/01/19			MG	Special Education Support Aide/Resignation

LOWELL JOINT SCHOOL DISTRICT
March 4, 2019

To: President Shackelford and Members, Board of Trustees

From: Jim Coombs, Superintendent of Schools

Subject: Approval of Agreement with UCLA Center for Healthier Children, Families and Communities and Lowell Joint School District for Provision of Services for the 2018/19 School Year ACTION

The purpose of this Agreement is to facilitate participation in Early Development Index (EDI) project as part of the collection of information to enhance optimal childhood development as adopted in legislation set forth in the California Children and Families Act of 1998, Health and Safety Code Section 130100, *et. seq.*

It is recommended that the Agreement with UCLA Center for Healthier Children, Families and Communities and Lowell Joint School District for Provision of Services for the 2018/19 School Year be approved and that the Superintendent or designee be authorized to execute the necessary documents.

Superintendent's Comment:

APPROVAL RECOMMENDED