

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
May 7, 2012

- CLOSED MEETING** President Barber called the meeting to order at 5:30 p.m. at the District Office, 11019 Valley Home Avenue, Whittier. President Barber declared the meeting recessed to closed session at 5:31 p.m.
- BOARD STUDY SESSION** Mr. Barber declared a Board Study Session open at 6:00 p.m. Scott Gaudineer and David Mathison, representatives from Flewelling and Moody Architects, presented a draft of the Facility Needs Assessment Plan to the Board of Trustees.
- Mr. Gaudineer stated that the firm still needed to meet with the community in order to complete the final Facilities Needs Assessment Plan which will be presented at the Board meeting on June 4, 2012.
- The draft Facility Needs Assessment Plan shared the assessment process, identified the common needs amongst all the schools, and some site-specific findings. The draft plan also included the preliminary cost of the repairs/modernization for each of the schools and for each of the projects district wide.
- CLOSED SESSION** President Barber declared the meeting recessed to Closed Session at 6:50 p.m.
- CALL TO ORDER** President Barber reconvened the meeting to Open Session at 7:30 p.m.
- The flag salute was led by Dr. Patricia A. Howell, Superintendent of Schools.
- Trustees Present: Darin W. Barber, William A. Hinz, James A. Najera, Fred W. Schambeck, and Anastasia M. Shackelford.
- Trustees Absent: None.
- Staff Present: Patricia A. Howell, Superintendent; Tiffany Rudek, Assistant Superintendent for Instruction; and Andrea Reynolds, Assistant Superintendent of Administrative Services.
- REPORTING OUT ACTION (IF ANY) TAKEN IN CLOSED SESSION** None.
- INTRODUCTION/WELCOME** President Barber welcomed CSEA President Darleene Pullen, LJE Co-President Allison Fonti, and guests.

ACKNOWLEDGEMENT OF CORRESPONDENCE	<p>The Board thanked Macy PTA President, Martha Leonard, for her emails regarding the activities at Macy.</p> <p>Mr. Barber acknowledged receiving correspondence from a parent at Meadow Green and Rancho-Starbuck.</p> <p>Mr. Barber stated that he received word that the presentation by Allison Fonti, Julie Borsari, and Amy Liles, Jordan Elementary School Teachers, was outstanding and the staff appreciated the professional development they provided.</p>
APPROVAL OF AGENDA	<p>It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the May 7, 2012, agenda.</p>
APPROVAL OF MINUTES	<p>It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the April 2, 2012, Board meeting.</p>
TOPICS NOT ON THE AGENDA	<p>None.</p>
TIMELY INFORMATION FROM THE BOARD AND SUPERINTENDENT	<p>Dr. Howell acknowledged Barbara Castillo and Teddy Sachs, teachers from Jordan Elementary School, for preparing the bulletin board in the Board Room.</p> <p>Dr. Howell shared that STAR testing has begun. The District’s window for testing began April 30 and will conclude on May 18, 2012. The District requests that interruptions in the classroom be kept to a minimum.</p>
SCHOOL REPORTS	<p>Mr. Barber shared that Jordan Elementary School is looking forward to celebrating “Day of the Teacher” and “Nurses Day” on May 9 and “Classified Employees Week” during the week of May 21 – 25. On Friday, May 11, at 11:00 a.m., Jordan will have its monthly Citizen Assembly. Students will be recognized for Citizen of the Month. Jordan is excited about presenting its first Parent Information Night with the Whittier Police Department on Wednesday, May 16, at 7:00 p.m. Jordan’s Open House and Spring Sing will be on Wednesday, May 23. The Spring Sing begins at 6:00 p.m. and classroom visitations will follow the concert.</p>

SCHOOL REPORTS
Continued

Mrs. Shackelford shared that Olita Elementary School's students will enjoy an assembly put on by the Imagination Machine on Friday, May 4. Recently, the students wrote stories and submitted them in hopes of having theirs selected. The lucky ten stories that were chosen will be acted out on stage by the talented actors from the Imagination Machine. All students whose stories were selected will also receive a certificate. This assembly is much anticipated, as the stories and acts are very entertaining. On Thursday, May 10, and Friday, May 11, Olita will be holding the annual Kindergarten Round-up. We are very excited to meet our newest owls and welcome them to school. In hopes of raising enough money to open a new computer lab, we will be having a jog-a-thon fundraiser on May 25. Our kick-off assembly will be Monday, May 7. Olita is preparing for the upcoming common core standards to be implemented and would like to be ready with the technology needs for our students.

Mr. Najera stated that El Portal Elementary School third annual Spring Fair took place on April 27, from 3:00 – 7:00 p.m. It was a family evening with carnival games, an opportunity drawing, silent auction, food, and fun. May 15 and 16 is Kindergarten Round Up. This is always a great opportunity to meet the new students and parents before the year ends. Also on May 16 is El Portal's Annual Talent Show. There are two shows scheduled, one at 9:30 a.m. and the other at 5:30 p.m. We hope to see you there. El Portal's Open House is on May 24. We will have a PTA meeting and dinner in the quad area with Cilantros, beginning at 5:00 p.m. Our Science and Book Fairs will be held from 5:30 – 7:00 p.m., along with class visitations from 5:45 – 7:00 p.m. We will finish the month up with El Portal's 6th grade Fathers/Son night on May 31. Thank you to the PTA for working so hard to make this a great evening for the family.

Mr. Schambeck reported Meadow Green Elementary School's teachers and students are working diligently to prepare for the State CST testing which began at the beginning of May. Testing runs for two weeks with a third week for make-up tests. There will be an opportunity for parents to meet and discuss the process of developing a Facilities Needs Assessment Plan for Meadow Green Elementary School on Monday, May 14, at 6:30 p.m. in the Multi-use Room. Kindergarten Round-up is scheduled for May 22 and May 24. Parents and community members have been encouraged to inform neighbors and friends of school age children about registration. Mark your calendars for June 1 and help Meadow Green celebrate its 50th anniversary at 10:00 a.m. This is also Senior Friends Day.

SCHOOL REPORTS
Continued

Mr. Hinz stated that on Friday, May 4, Macy Elementary School's special education classes attended the California State University, Fullerton Special Games. Hundreds of special needs students from all over the Southern California area participated in these athletic events. All students received free drinks/coupons/and a Special Games T-shirt. Macy's 1st Annual 'Macy Hoe-Down' is on Friday, May 18. All cowboys and cowgirls are invited to attend. This is a dinner and dance event with a BBQ buffet dinner, dancing, games, prizes, great music, and a themed photo booth. There will be a country accessory store, orange and root beer floats, frozen bananas, frozen chocolate dipped cheesecake, and delicious brownies provided by Be Squared Brownie Bakery, as featured on Rachel Ray. Macy staff and families are looking forward to Open House on Wednesday, May 23. Families will be able to visit classrooms from 6:00 p.m. to 7:00 p.m.

Lastly, Mr. Barber shared that Rancho-Starbuck Junior High School was focusing on testing this month. Student conferences leading up to testing have taken place and students are ready to do their best after hearing a very motivational speaker, Caitlyn Sandeno, Olympic Gold medalist in swimming. Open House takes place May 17. Along with Open House class visitations, we have our book fair and art show. The Art and Poetry Journals, an effort of our Art classes and 8th grade Language Arts classes, will be available to purchase that night. On May 16 the band will play in the combined band concert with LHHS at La Habra High. Our band and choir will also be performing at Knots Berry Farm on May 30 and 31. Our Choir students will be performing in their first festival on May 25 and our Choir concert is May 22.

RESOLUTION 2011/12
NO. 566, RECOGNIZING
MAY 9, 2012, AS "DAY
OF THE TEACHER"

It was moved, seconded, and carried by unanimous roll call vote, (5 – 0), to adopt Resolution 2011/12 No. 566, recognizing May 9, 2012, as "Day of the Teacher," and authorized the Superintendent or designee to execute the necessary documents.

RESOLUTION 2011/12
NO. 567, RECOGNIZING
MAY 9, 2012, AS
"SCHOOL NURSES
DAY"

It was moved, seconded, and carried by unanimous roll call vote, (5 – 0), to adopt Resolution 2011/12 No. 567, recognizing May 9, 2012, as "School Nurses Day," and authorized the Superintendent or designee to execute the necessary documents.

RESOLUTION 2011/12
No. 568 RECOGNIZING
MAY 20 – 26, 2012, AS
"CLASSIFIED
EMPLOYEE WEEK"

It was moved, seconded, and carried by unanimous roll call vote, (5 – 0), to adopt Resolution 2011/12 No. 568, recognizing May 20 - 26, 2012, as "Classified Employee Week," and authorized the Superintendent or designee to execute the necessary documents.

DRAFT OF THE
FACILITY NEEDS
ASSESSMENT PLAN

Ms. Reynolds introduced representatives from Flewelling and Moody Architects who presented the draft of the Facility Needs Assessment Plan.

RESOLUTION 2011/12
NO. 570, DECLARING
INTENT TO
REIMBURSE
EXPENDITURES FROM
PROCEEDS OF ISSUED
DEBT AND SECURITIES

It was moved, seconded, and carried by unanimous roll call vote, (5 – 0), to adopt Resolution 2011/12 No. 570, declaring intent to reimburse expenditures from proceeds of issued debts and securities, and authorized the Superintendent or designee to execute the necessary documents.

RESOLUTION 2011/12
NO. 569,
IMPLEMENTING
CERTIFICATED
LAYOFF OF
TEMPORARY
EMPLOYEES WHO DID
NOT REQUEST A
HEARING AND
PROVIDING
DIRECTION TO ISSUE
NOTIFICATIONS TO
EMPLOYEES WHOSE
SERVICES ARE
TEMINATED

It was moved, seconded, and carried by unanimous roll call vote (5 – 0) to adopt Resolution 2011/12 No. 569, implementing certificated layoff of temporary employees who did not request a hearing and providing direction to issue notifications to employees whose services are terminated, and authorized the Superintendent or designee to give final notices of release and/or termination to the affected certificated employees before May 15, 2012.

DECLARATION OF
NEED FOR FULLY
QUALIFIED
EDUCATORS TO
AUTHORIZE THE
EMPLOYMENT OF
TEACHERS HOLDING
EMERGENCY PERMITS
FOR THE 2012/13
SCHOOL YEAR

The California Commission on Teacher Credentialing (CCTC) requires public school districts to represent annually to the governing board at a regularly scheduled public meeting a “Declaration of Need for Fully Qualified Educators” in order to employ teachers who need an emergency permit.

It was moved, seconded, and carried by unanimous vote (5 – 0) to approve the submission of the Declaration of Need for Fully Qualified Educators to Authorize the Employment of Teachers Holding Emergency Permits for the 2012/13 school year to CCTC.

CONSENT CALENDAR

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

Purchase Order Report
2011/12 #10

Approved Purchase Order Report 2011/12 #10 which lists all purchase orders issued March 14, 2012, through April 11, 2012.

Warrant Listing Report
2011/12 #10

Approved Warrant Listing Report 2011/12 #10, which lists all warrants issued March 26, 2012, through April 30, 2012.

Approval of Amended
Contract Agreement with
All-City Management
Services, Inc., for
Crossing Guard Services

Approved the amended contract agreement with All-City Management Services, Inc., providing crossing guard services for the 2012/13 school year, effective July 1, 2012, through June 30, 2012, for an amount not to exceed \$7,727, and authorized the Superintendent or designee to execute the necessary documents.

Request for Approval to Terminate Agreement with School Innovations & Advocacy, Inc.	Approved the request for approval to terminate the agreement with School Innovations & Advocacy, Inc., and authorized the Superintendent or designee to execute the necessary documents.
Approval of Agreement with Reynolds Consulting Group, Inc.	Approved the agreement with Reynolds Consulting Group, Inc., to assist the District in the preparation and filing of reimbursement claims and estimated claims for the costs of certain programs mandated by the State of California for the period of July 1, 2012, through June 30, 2013, for the filing of 2011/12 claims which are due during the 2012/13 school year, at a cost of \$2,700 per year, and authorized the Superintendent or designee to execute the necessary documents.
Approval for Sale/ Disposal of Surplus District Personal Property	Ratified the sale/disposal of surplus District personal property, which includes one 1983 Ford stakebed truck, miscellaneous small equipment, computers, and electronics, and authorized the Superintendent or designee to execute the necessary documents.
Employer-Employee Relations/Personnel Report 2011/12 #11	Ratified Employer-Employee Relations/Personnel Report 2011/12 #11, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.
Student Teaching Agreement with Biola University	Approved the student teaching agreement with Biola University, effective September 1, 2012, through September 1, 2014, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Independent Consultant Agreement with Perry Passaro, Ph.D., Clinical Psychologist, to Provide Psycho-Educational Evaluation Services for the 2011/12 School Year	Ratified the independent consultant agreement with Perry Passaro, Ph.D., Clinical Psychologist, to provide psycho-educational evaluation services for the 2011/12 school year, at an estimated cost not to exceed \$4,000.00, to be paid through Special Education funds, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Contract with Inside the Outdoors, Orange County Department of Education, to Provide a Rancho Sonado Field Trip for the Fifth Grade Students of Macy Elementary School	Approved the contract with Inside the Outdoors, Orange County Department of Education, to provide a Rancho Sonado field trip for the fifth grade students of Macy Elementary School on May 30, 2012, cost of the field of \$5.75 per student, not to exceed \$517.50 (90 students), to be paid out of Macy Elementary School's PTA fund and Inside the Outdoors grant funds, and authorized the Superintendent or designee to execute the necessary documents.

BOARD MEMBER/
SUPERINTENDENT
COMMENTS

Mr. Schambeck shared that he will seek re-election to the Board of Trustees in November, 2012.

Mr. Najera stated that the La Habra High School Jazz Band is having a Gala on May 31, 2012, at Westridge Golf Club from 6:00 p.m. to 8:00 p.m.

Mr. Barber shared that the incoming 7th grade parent meeting at Rancho Starbuck Intermediate School was exhilarating. Mrs. Takacs and the staff members presented the programs with enthusiasm and

Mrs. Shackelford shared that the Lowell Joint Education Foundation received an Honorary Service Award for their involvement with the community.

ADJOURNMENT

President Barber declared the meeting adjourned at 8:30 p.m. in accordance with Government Code Section 54956.9 (a, b, c) and indicated no further public action would be taken.

Clerk/President/Secretary to the Board of Trustees

Date Approved:

_____, 2012