

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

November 8, 2011

- CLOSED MEETING** President Schambeck called the meeting to order at 6:30 p.m. at the District Office, 11019 Valley Home Avenue, Whittier. President Schambeck declared the meeting recessed to closed session at 6:31 p.m.
- CALL TO ORDER** President Schambeck reconvened the meeting to open session at 7:30 p.m. Mr. Schambeck shared a moment of silence to recognize Veteran's Day.
- The flag salute was led by Staci Shackelford, Board Member.
- 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 Schambeck welcomed CSEA President Darleene Pullen, LJEACo-President Allison Fonti and guests.
- ACKNOWLEDGEMENT OF CORRESPONDENCE** Mr. Barber acknowledged receiving correspondence from an Olita parent.
- APPROVAL OF AGENDA** It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the November 8, 2011, agenda.
- APPROVAL OF MINUTES** It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the October 17, 2011, Board meeting.
- TOPICS NOT ON THE AGENDA** Martha Leonard, Macy PTA President, shared that the Fullerton Joint Union High School District's (FJUHSD) Attendance Study Group has formally met for two meetings and a vote will take place at the next meeting. It appears that FJUHSD is moving forward with starting the school year earlier, whether or not it will be delayed until the 2013/14 school year has yet to be determined.

**TIMELY INFORMATION  
FROM THE BOARD AND  
SUPERINTENDENT**

Veronica Rico was thanked and honored with a Certificate of Appreciation from the Board of Trustees for her service on the Board of Directors of the Lowell Joint Education Foundation. Mrs. Rico was one of the original Foundation members and without her assistance on the Foundation, the Turkey Trot and the Golf Tournament may have never materialized.

Dr. Howell shared that the bulletin boards in the Board Room were prepared by Kerry Ospital, SDC teacher, and Kerri Petrakis, sixth-grade teacher, both from Macy Elementary School.

**SCHOOL REPORTS**

Mr. Najera shared that El Portal Elementary School on October 31 hosted its annual Halloween Parade which included teachers and students. There was also a jack-o-lantern contest in the quad area with over 30 pumpkins. The campus was full of the Halloween spirit and the students loved being dressed up. The teachers all dressed up in their team jerseys, representing the school theme this year "El Portal, Home of the Champions." On November 9, El Portal is having its annual Red, White, and Blue Day in honor of Veterans' Day and their second annual Dance-A-Thon. The next awards ceremony for this month will be held on November 18 at 9:30 a.m. The awards ceremony will be El Portal's first quarterly assembly for the school year. Ticket to Read's Mascot, TJ Ticket, will also be present to address questions about the clubhouse and give certificates to the top students during the awards ceremony. The Kindergarten classes will have their Thanksgiving Feast to exchange friendship necklaces.

Mr. Barber stated that at Jordan Elementary School TJ Ticket, the mascot for Ticket to Read, visited Jordan and participated in an assembly with the primary students to encourage them to read on November 3. Beginning Wednesday, November 9 and ending November 18, Jordan PTA will hold a Canned Food Drive for Thanksgiving. On Tuesday, November 15, at 7:00 p.m. Jordan PTA will have their monthly meeting and then on November 17, the PTA will host a Stoves on Strike Night at McDonald's. Teachers are also looking forward to the parent conferences which will take place next week.

SCHOOL REPORTS

Continued

Mr. Schambeck reported that Meadow Green Elementary School's Red Ribbon Week was celebrated the week of October 24. Many activities stressed the No to Drugs message. A Book Fair was also held during this week. First grade teachers held a Reading Night on Thursday, November 3, at 6:30 p.m. in the Multiuse. Parents were invited to come and learn more about the first grade English/Language Arts program and ways to help their children learn to become better readers. Meadow Green once again held a Canned Food/Toy Drive to benefit a local food bank. The drive ran from October 24 through November 9.

Mr. Hinz shared that Macy Elementary School will host a special fundraiser on November 9 between the hours of 4:00 p.m. and 8:00 p.m. at the Fresh and Easy Store on Whittier Blvd. Fresh and Easy will donate five percent of all Macy family purchases back to the Macy PTA. Macy students in grades 3 through 6 who made CST gains of 25 points (Bronze Eagles), 50 points (Silver Eagles), or 75 points (Gold Eagles) on the 2011 CST tests were recognized on the October Award Ceremony on Friday, November 4. Students who earned a Perfect 600 on either (or both) sections of ELA and Mathematics were further honored at the assembly. Friday, November 18, will be a culmination of our Kindergarten social studies unit which celebrates the "Customs of our First Thanksgiving." Kinder students will be dressing up as Pilgrims and Indians and their families will bring in Thanksgiving cheeses, fruits, pies, and cider for enjoyment. Parent conferences will be held from November 15 through the 18.

Mrs. Shackelford presented that at Olita Elementary School on Thursday, November 3, primary students attended the Undersea Enchantment Ball with their parents. Rancho Starbuck's Multiuse Room was magically transformed to an undersea oasis. Plenty of food and games were provided by our PTA, and the students had a great time with the bubble machine and music. Students played "sea" themed games and earned fun prizes. A great time was had by all. Olita students are honoring American veterans with a message on our fence, "We are thankful for our Veterans." Not only are we spending time learning about what our veterans have done for our country, but we are also keeping the character education theme of gratitude in mind. On November 18, students will dress up with friends for "Twin Spirit Day." While we already have many biological twins on campus, students will have fun dressing up like their friends.

Mr. Schambeck stated that Rancho-Starbuck Junior High School will have its REACH assembly, "Roping in Good Grades," on November 18 will honor both seventh and eighth grade REACH card holders. Rancho's holiday choir concert will take place on December 6 at 6:30 p.m. and our band will perform their holiday program on December 14 at 6:30 p.m. Junior Achievement begins in December. We are thrilled to have many students participating in this after-school enrichment activity. REACH Circle will continue their annual holiday outreach to help our struggling families helping the homeless in the Whittier Area.

ESTABLISHMENT OF  
DECEMBER 5, 2011, AS  
THE ANNUAL  
ORGANIZATIONAL  
MEETING OF THE  
BOARD OF TRUSTEES

It was moved, seconded, and carried by unanimous vote (5 – 0), establishing Monday, December 5, 2011, at 7:30 p.m. as the Lowell Joint School District Annual Organizational meeting to be held in the Board Room, 11019 Valley Home Avenue, Whittier, and authorized the Superintendent or designee to execute the necessary documents.

PRESENTATION AND  
APPROVAL OF SINGLE  
PLANS FOR STUDENT  
ACHIEVEMENT

Mrs. Tiffany Rudek, Assistant Superintendent of Instruction, presented highlights of each school's Single Plan for Student Achievement. The No Child Left Behind (NCLB) Act of 2001 requires districts to be more accountable for academic progress of all students. One of the regulations outlined in NCLB is that schools must develop a Single Plan for Student Achievement (SPSA) each year that is approved by the local School Site Council for each school. The SPSA consolidates programs with the single target of improving academic achievement of all students with emphasis on those students most at risk of not meeting academic standards. Although State and Federal entitlements may limit how and for whom certain funds can be used, the intent is for school staff members to examine all funding sources and develop a single coordinated plan.

It was moved, seconded, and carried by unanimous vote (5 – 0), to approve the Single Plan for Student Achievement for each school site, and authorized the Superintendent or designee to execute the necessary documents.

PRESENTATION AND  
APPROVAL OF  
TRANSITIONAL  
KINDERGARTEN FOR  
THE 2012/13 SCHOOL  
YEAR

The Kindergarten Readiness Act was signed by the Governor and goes into effect for 2012/13. The Kindergarten Readiness Act moves back the Kindergarten enrollment birth date by one month each year over the next three years. It requires school districts to offer a Transitional Kindergarten (TK) class for those students impacted by this change. Beginning in the 2012/13 school year, children must be five years of age by November 1 (December 2 is the current cut off birth date) and school districts must offer TK classes for those children who will turn five years of age between November 2 and December 2.

It was recommended that Transitional Kindergarten:

- Be implemented one year at a time (November 2 through December 2 birthdays enrolled in 2012/13).
- Have one TK class in 2012/13 for all District eligible students to be offered at El Portal Elementary School.
- Desired enrollment cap is 25 students.
- Class to be in session from 8:30 – 11:50 a.m. each day (200 required minimum minutes).
- Create a waiting list based on birth date for students born between December 2 and January 30 if additional enrollment needed to fill the class at 25 students (ADA may be claimed once students reach their fifth birthday).
- The assignment for the certificated position: TK teacher 50 percent and District Reading Specialist/Coach 50 percent.
- Minimum requirements for the certificated position: Multi-subject credential and a Master's Degree in Early Literacy or Reading.

It was moved, seconded and carried by unanimous vote (5 – 0) to approve Transitional Kindergarten for the 2012/13 school year, with the above recommendations, and authorized the Superintendent or designee to execute the necessary documents.

Mrs. Shackelford shared that with the new Transitional Kindergarten being implemented and the Common Core Standards for Kindergarten through twelfth grade being more rigorous, she would like to request the Board to begin exploring the possibility of having all day Kindergarten at each of the elementary schools.

The Board requested Mrs. Rudek to prepare a Kindergarten presentation for the December 5, 2011, Board meeting. The presentation should compare the current standards with the new Common Core Standards, and also include the pros and cons of having all day Kindergarten at each of the elementary schools.

CONSENT CALENDAR

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

Purchase Order Report 2011/12 #4	Approved Purchase Order Report 2011/12 #4 which lists all purchase orders issued October 5, 2011, through October 19, 2011.
Warrant Listing Report 2011/12 #4	Approved Warrant Listing Report 2011/12 #4, which lists all warrants issued October 11, 2011, through October 28, 2011.
Destruction of Records	Ratified the destruction of the documents, as attached, and authorized the Superintendent or designee to execute the necessary documents.
Agreement with FPL and Associates, Inc., to Provide Civil Engineering Services	Ratified the agreement with FPL and Associates, Inc., to provide civil engineering services, at a cost not to exceed \$7,500 to be paid through Fund 40, 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, including a Clark Forklift, and authorized the Superintendent or designee to execute the necessary documents.
Employer-Employee Relations/Personnel Report 2011/12 #5	Ratified Employer-Employee Relations/Personnel Report 2011/12 #5 as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.
Resolution 2011/12 No. 561 Regarding Layoff and Reduction of Hours of Classified Personnel	Adopted Resolution 2011/12 No. 561 regarding Layoff and Reduction of Hours of Classified Personnel, as attached, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Memorandum of Understanding Between the Walnut Valley Consortium BTSA Induction Program and Lowell Joint School District for the 2011/12 School Year	Ratified the Memorandum of Understanding between the Walnut Valley Consortium BTSA Induction Program and Lowell Joint School District for the 2011/12 school year, and authorized the Superintendent or designee to execute the necessary documents.
BOARD MEMBER/ SUPERINTENDENT COMMENTS	<p>Dr. Howell shared that the 5<sup>th</sup> Annual Lowell Joint Education Foundation 5K Turkey Trot was held on Saturday, November 5. There were approximately 299 runners. Jane Williams, <i>La Habra Journal</i> Editor, was in attendance taking pictures and on this week's edition of the <i>Journal</i> there are photographs as well as the top three winners in each division.</p> <p>Dr. Howell also stated that Mr. Hinz's time was 27 minutes and 37 seconds, and we are happy to report that two staff members and three District students finished before him. Therefore, he will donate \$20.11 to the Foundation for each of those runners, which is a grand total of \$100.55.</p>

BOARD MEMBER/  
SUPERINTENDENT  
COMMENTS  
Continued

Mr. Barber thanked the teachers who brought to the Board's attention that students are coming to school hungry. Mr. Barber also expressed that perhaps exploring having breakfast served prior to school rather than Grab-n-Go may be more beneficial for those students. Mr. Barber requested the Superintendent to research and inform the Board of the possibility of having breakfast instead of Grab-n-Go.

Mr. Barber also stated that with facilities over 50 years old, the Board needs to begin planning for the future to improve the facilities.

Mr. Najera shared that if the Board begins looking at what to do with facilities, it would be great to have parent input.

ADJOURNMENT

President Schambeck 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.

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Clerk/President/Secretary to the Board of Trustees

Date Approved:

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