

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
September 13, 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	<p>President Schambeck reconvened the meeting to open session at 7:30 p.m.</p> <p>The flag salute was led by Linda Wahl, District Office Staff Member. A moment of silence was held in remembrance of 9/11.</p> <p>Trustees Present: Darin W. Barber, William A. Hinz, James A. Najera, Fred W. Schambeck, and Anastasia M. Shackelford.</p> <p>Trustees Absent: None.</p> <p>Staff Present: Patricia A. Howell, Superintendent; Tiffany Rudek, Assistant Superintendent for Instruction; and Andrea Reynolds, Assistant Superintendent of Administrative Services.</p>
REPORTING OUT ACTION (IF ANY) TAKEN IN CLOSED SESSION	None.
INTRODUCTION/WELCOME	President Schambeck welcomed CSEA President Darleene Pullen, LJEACo-Presidents Allison Fonti and Teresa Herman, and guests.
ACKNOWLEDGEMENT OF CORRESPONDENCE	None.
APPROVAL OF AGENDA	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the September 13, 2011, agenda.
APPROVAL OF MINUTES	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the June 20, 2011, Board Meeting and August 8, 2011, Special Board Meeting.
TOPICS NOT ON THE AGENDA	None.

TIMELY INFORMATION
FROM THE BOARD
AND
SUPERINTENDENT

Dr. Howell thanked Holly Wolfe, District Office Staff Member, for preparing the Bulletin Board with the “Focus on the Core” theme. This year, the District will be focusing on the core to ensure that the required minutes for English/Language Arts and Math are met. Also, TAPPLE is the professional development K – 8 teachers will receive throughout the year from DataWORKS.

Dr. Howell also shared that the District’s enrollment is up 40 students and extended a thank you to the Board of Trustees for allowing the hiring of three teachers to help with the increased enrollment. We are happy to welcome back Kaitlyn Campbell, Kindergarten teacher at El Portal; Dyanna Dinnen, 2/3 combo teacher at Jordan; and Stefanie Churchick, second grade teacher at Meadow Green.

SCHOOL REPORTS

Mr. Najera shared that El Portal Elementary School’s theme this year is: El Portal - Home of the Champions. The Welcome Back Parent Meeting was bursting with parents and so are our classrooms with student enrollment up 47 students from the end of last year. In honor of Patriot Day, on September 12, we will start our day in the quad together and recite the Pledge of Allegiance and sing God Bless America. Back-to-School Night was on September 8, from 5:30 – 6:10 p.m. for Kindergarten, 6:10 - 6:50 p.m. for 1st to 3rd grade and 6:50 to 7:30 p.m. for 4th to 6th grade students on September 16. The computer lab was open for parents that wanted to see how ST Math and Ticket to Read work. The month ends with the first PTA meeting taking place on Tuesday, September 20 at 8:30 a.m. and our K-2 Johnny Appleseed Celebration on September 30 beginning at 10:30 a.m.

Mr. Barber stated that Jordan Elementary School held their Back-to-School Night on Wednesday, September 7. It was an informative evening where parents and teachers were able to meet and learn what is expected during the school year. Jordan PTA is holding a Fresh and Easy Fundraiser from September 15 – December 31. Save your receipts and drop them off at the front desk of the school. The money raised helps provide field trips for our students. On Tuesday, September 20 at 7:45 a.m. Jordan will have a STAR/CST Parent Meeting. This will be an informational meeting for parents to learn how to read their child test results report and how to help their students at home.

SCHOOL REPORTS
(CONTINUED)

Mr. Schambeck reported that Meadow Green's theme for the 2011/12 school year is, "Ready, Set, GROW...Growing a Brighter Tomorrow." Get Involved. Reach Out. Offer Support. Work Together. Staff and students are gearing up for a year of growth, success, and patriotism as Meadow Green celebrates its 50th Anniversary. Back-to-School Night will be held on Thursday, September 15, with grades 4-5 presenting at 6:00 p.m., and grades K-3 presenting at 6:30 p.m. Sixth grade teachers held a Back-to-School Night on August 31, to inform parents of their curricular program. Patriot's Day was celebrated at Meadow Green on September 12, with students honoring our countries patriots by wearing red, white, and blue. A moment of silence was observed in their honor. Each teacher taught a lesson from their Patriotic Guide. Constitution Week will be observed during the week of September 12. Teachers will use resources from their Patriotic Guide to plan lessons for their students. On September 16, all students and staff will meet around the United States map by the lunch tables at 11:00 a.m. We will recite the Pledge of Allegiance together. Thoughts on the pledge and our great country will be shared. All students will be encouraged to wear red, white, and blue. Meadow Green will have a ribbon cutting ceremony on Sept. 23 at 10:15 a.m. to celebrate the installation and opening of our new upper grade playground.

Mr. Hinz shared that Macy Elementary School's Kindergarten parents and family members were invited to bring a picnic lunch and spend time with their children in the playground and grass area on Friday, September 10, beginning at 11:30 a.m. Macy staff members worked really hard for Back-to-School Night on Thursday, September 8. The classrooms looked great and the parents enjoyed themselves as they learned about the expectations for their students for the upcoming year. Mark your Calendars! The Macy PTA is holding Stoves on Strikes at El Cholo's on Wednesday, September 21.

Mrs. Shackelford stated that Olita Elementary School remembered the ten-year anniversary of 9/11 with a special flag raising ceremony. At 10:30 a.m., on Friday 9/9, the La Habra High School NJROTC color guard raised the flag and then lowered the flag to half staff. The students and teachers were all in attendance to observe and be a part of this memorial. On Thursday, September 15, Olita School will hold Back-to-School Night. Parents are invited to their children's classroom to hear a presentation from the teachers. Expectations, academics and standards, and general information will be shared. This is always a well attended event and parents also have an opportunity to visit the library to pick out new books from our Scholastic Book Fair. Olita PTA is hosting their annual Back-to-School Picnic. This is always a fun evening for families to come back to school and visit with friends and get to know new families. Our PTA is working hard to plan fun activities for the students and welcome everyone back to school.

SCHOOL REPORTS
(CONTINUED)

Mr. Schambeck concluded with Rancho-Starbuck Junior High School. On Monday, August 29, seventh grade students had a great first day of school. Parents attended a parent welcome at the beginning of the school day. Our multi-use room was full and parents enjoyed the morning. Our seventh grade student welcome assembly followed. Our canine assembly, including drug awareness information, will take place on September 15. This proactive approach helps our campus stay drug free! Back-to-School Night takes place on September 14. The band will sell taco dinners to kick off the evening. The parent assembly will begin at 5:45 p.m. for an Edline demonstration followed by classroom visitations. Power Start/Power Finish, the morning and afternoon tutor program, begins September 20 in the library. Power Start will take place Tuesday, Wednesday, and Thursday from 7:30 – 8:00 a.m. and Power Finish will be held from 3:15 – 4:00 p.m. We are looking for volunteers to join our teachers while we help students with their homework and class work at this time.

RESOLUTION 2011/12
No. 556 PROCLAIMING
SEPTEMBER 16 – 22, 2011
AS “CONSTITUTION
WEEK”

It was moved, seconded, and carried by unanimous roll call vote, (5-0) to adopt Resolution 2011/12 No. 556, as attached, proclaiming September 16 – 22, 2011, as Constitution Week, and authorized the Superintendent or designee to execute the resolution.

2010/11 DISTRICT
ACCOMPLISHMENTS

Dr. Howell shared a number of District accomplishments for the 2010/11 school year. The accomplishments were in the following areas: Academic Programs, Technology, Nutrition Services, and Maintenance of Facilities.

ADOPTION OF THE
REVISED 2011/12
STUDENT ATTENDANCE
CALENDAR
(RESTORATION OF ONE
STUDENT INSTRUCTION
DAY)

Due to the restoration of one student instruction day, it is necessary to revise the previously adopted calendar and restore January 3, 2012, as a student instruction day.

It was moved, seconded, and carried by unanimous vote, (5 – 0), to approve the revised 2011/12 Student Attendance Calendar, and authorized the Superintendent or designee to execute the necessary documents.

Mr. Barber shared that the Fullerton Joint Union High School District is in the process of developing a Student Attendance Calendar Committee to begin the school year in the middle of August and end before Memorial Day. Our student attendance calendar resembles the Fullerton Joint Union High School District calendar and if the students start school earlier the word needs to get out to parents.

Dr. Howell shared that Dr. Gioakaris, Fullerton Joint Union High School District Superintendent, has requested Lowell Joint School District parents, Administrators, and CSEA and LJEAs representatives to be part of this Committee. The reason Fullerton Joint Union High School District is considering starting earlier is because students would receive two to three weeks more of instruction before taking the Advanced Placement and International Baccalaureate exams.

APPROVAL OF 2010/11
UNAUDITED ACTUALS AND
CONCURRENT APPROVAL
OF THE FUND BALANCE
CHANGES AS THE
DISTRICT'S 2011/12
BEGINNING BUDGETED
BALANCES

According to Education Code Section 42100, the Governing Board of each school district shall approve an annual statement of all receipts and expenditures of the District for the preceding fiscal year on or before September 15 of each year and file the statement with the County Superintendent of Schools.

The categorical flexibility will expire in 2014/15 and affects the following categories: School Safety; School Counseling; GATE; PAR; Pupil Retention; Prof Development Block; TIIG; SIP; Art/Music Block; PE Teacher Grant; Textbooks; Teacher Credentialing; Math and Reading; Staff Development – ELL; CAHSEE; CORE; Low STAR; Risk of Retained; and Oral Health. These categorical programs totaled \$1,168,830, which was placed in the unrestricted General Fund.

Ms. Reynolds shared that the good news is the District's financial unrestricted fund balance improved approximately \$200,000 for the 2010/11 year. The bad news – The State financial condition has not improved. Mid-year budget cuts are threatened if projected state revenues do not materialize as of December. This would cut \$775,000 from the 2011/12 budget. Ms. Reynolds stated the next certification of the District's financial condition by the Board of Trustees will be the 2011/12 First Interim Budget on December 5, 2011.

It was moved, seconded and carried by unanimous vote (5 – 0) to approve the 2010/11 Unaudited Actuals and Concurrent Approval of the Fund Balance Changes as the District's 2011/12 Beginning Budgeted Balances, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF SUBMISSION
OF THE 2011/12
OPERATIONS APPLICATION
FOR THE K – 3 CLASS SIZE
REDUCTION PROGRAM

It was moved, seconded, and carried by unanimous vote (5 – 0) to approve the 2011/12 Operations Application for Participation in the K – 3 Class Size Reduction Program, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF THE
MEMORANDUM OF
UNDERSTANDING WITH
THE LOWELL JOINT
EDUCATION ASSOICAITON
FOR RESTORATION OF ONE
STUDENT INSTRUCTION
DAY IN THE 2011/12
SCHOOL YEAR AND AB1200
REPORT

It was moved, seconded, and carried by unanimous vote (5 – 0) to approve the Memorandum of Understanding with the Lowell Joint Education Association for restoration of one student instruction day in the 2011/12 school year, effective dates of agreement September 1, 2011, through June 30, 2012, and AB1200 report, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF REVISED
CERTIFICATED SALARY
SCHEDULE REFLECTING A
0.5 PERCENT INCREASE FOR
THE 2011/12 SCHOOL YEAR
(RESTORATION OF ONE
STUDENT INSTRUCTION
DAY)

It was moved, seconded, and carried by unanimous vote (5 – 0) to ratify the revised 2011/12 Certificated Salary Schedule, as attached, reflecting a 0.5 percent increase for the 2011/12 school year (restoration of one student instruction day), and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF THE BOARD
OF TRUSTEES MONTHLY
SALARY REPRESENTING A
0.5 PERCENT INCREASE FOR
THE 2011/12 SCHOOL YEAR
(RESTORATION OF ONE
STUDENT INSTRUCTION
DAY), BASED ON THE
2009/10 MONTHLY SALARY

It was moved, seconded, and carried by unanimous vote (5 – 0) to ratify the Board of Trustees monthly salary representing a 0.5 percent increase for the 2011/12 school year (restoration of one student instruction day), based on the 2009/10 monthly salary, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF THE
CERTIFICATED
MANAGEMENT AND
SUPERVISORY SALARY
SCHEDULE IMPLEMENTING
A 0.5 PERCENT ANNUAL
SALARY INCREASE IN THE
2011/12 SCHOOL YEAR
(RESTORATION OF ONE
STUDENT INSTRUCTION
DAY)

It was moved, seconded, and carried by unanimous vote (5 – 0) to ratify the revised 2011/12 Certificated Management and Supervisory Salary Schedule, as attached, implementing a 0.5 percent increase annual salary increase in the 2011/12 school (restoration of one student instruction day), and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF THE
CLASSIFIED MANAGEMENT
SALARY SCHEDULE
IMPLEMENTING A
REDUCTION OF ONE
FURLOUGH DAY FOR THE
2011/12 SCHOOL YEAR
(RESTORATION OF ONE
STUDENT INSTRUCTION
DAY)

It was moved, seconded, and carried by unanimous vote (5 – 0) to ratify the revised 2011/12 Classified Management Salary Schedule, as attached, representing a reduction of one furlough day for the 2011/12 school year (restoration of one student instruction day), and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF THE
CLASSIFIED CONFIDENTIAL
SALARY SCHEDULE
IMPLEMENTING A
REDUCTION OF A
FURLOUGH DAY FOR THE
2011/12 SCHOOL YEAR
(RESTORATION OF ONE
STUDENT INSTRUCTION
DAY)

It was moved, seconded, and carried by unanimous vote (5 – 0) to ratify the revised 2011/12 Classified Confidential Salary Schedule, as attached, representing a reduction of one furlough day for the 2011/12 school year (restoration of one student instruction day), and authorized the Superintendent or designee to execute the necessary documents.

2011 AYP AND API REPORT

Mrs. Tiffany Rudek, Assistant Superintendent of Instruction, presented the 2011 Adequate Yearly Progress (AYP) Reports and 2011 Academic Performance Index (API) for each of the schools and the District. The API information and the AYP information for the District and the schools are required by No Child Left Behind Legislation. Students enrolled in grades two through eight are required to take the California Standards Test (CST) in English/language arts and mathematics. In addition, fifth- and eighth-grade students take a CST science test, and eighth-grade students take a CST social studies test.

The 2011 API for the District increased by one point resulting in a score of 863; El Portal, Macy, and Meadow Green Elementary Schools gained by one point, eleven points and eighteen points, respectively, resulting in scores of 874, 907, and 900. Jordan Elementary School declined by seven points resulting in a score of 823, and Olita Elementary School declined by four points to a score of 854. Rancho-Starbuck Junior High School declined by six points resulting in a score of 846.

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 #1

Approved Purchase Order Report 2011/12 #1, which lists all purchase orders issued June 2, 2011, through August 25, 2011.

Warrant Listing Report
2011/12 #1

Approved Warrant Listing Report 2011/12 #1, which lists all warrants issued June 13, 2011, through August 26, 2011.

Approval of Contract
Agreement with Interquest
Detection Canines

Ratified the contract agreement with Interquest Detection Canines, for the period September 2011, through June 2012, and authorized the Superintendent or designee to execute the necessary documents.

Resolution 2011/12 No. 555 Gann Amendment Appropriations Limit	Adopted Resolution 2011/12 No. 555 Gann Amendment Appropriations Limit, and authorized the Superintendent or designee to execute the necessary documents.
Approval of General Release and Settlement Agreement with the Orange County Sanitation District	Ratified the General Release and Settlement Agreement with the Orange County Sanitation District, effective July 1, 2011, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Agreement with Orange Unified School District for Transportation Services for the 2011/12 School Year	Ratified the agreement with Orange Unified School District for transportation services effective dates June 1, 2011, through June 30, 2012, and authorized the Superintendent or designee to execute the necessary documents.
Employer-Employee Relations/Personnel Report 2011/12 #2	Ratified Employer-Employee Relations/Personnel Report 2011/12 #2, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.
Acceptance of Gifts/Donations	Accepted the following gifts/donations: Rubio's Fresh Mexican Grill, donation of Administrative Meeting lunch, approximate value \$234.00; Chik-fil-A, donation of Administrative Meeting lunch, value \$72.00; Panera Bread, Site Meetings Breakfast, value \$129.90; SchoolsFirst Federal Credit Union, \$1,500.00 to support the District Orientation Meeting; John Fujimoto, Donation of Plants, approximate value \$400.00; Daniel Gaeta, Southeast Construction, Donation of Sand, approximate value \$400.00; Jerald Kempker, donation of pavers; and Angelus Paving Company, donations of Pavers, approximate value \$2,000; and authorized the Superintendent or designee to write letters of appreciation.
Approval of Independent Consultant Agreement with Whittier Area Parents Association for the Developmentally Handicapped for the 2011/12 School Year	Ratified the independent consultant agreement with Whittier Area Parents Association for the Developmentally Handicapped (WAPADH) to provide assistive technology training services for the 2011/12 school year, at a rate of \$150 per hour, not to exceed \$1,500, and authorized the Superintendent or designee to execute the necessary documents.
Non-Public Agency Agreement with HEAR to Talk Therapy to Provide Auditory- Verbal Therapy Services for the 2011/12 School Year	Ratified the agreement with HEAR to Talk Therapy, a nonpublic nonsectarian agency, to provide auditory-verbal therapy services, for the period of service from August 30, 2011, through June 30, 2012, for a total cost not to exceed \$6,000, and authorized the Superintendent or designee to execute the necessary documents.
Non-Public Agency Agreement with Speech Bananas Therapy to Provide Auditory-Verbal Therapy Services for the 2011/12 School Year	Ratified the agreement with Speech Bananas Therapy, a nonpublic nonsectarian agency, to provide auditory-verbal therapy services, for the period of service from August 30, 2011, through June 30, 2012, for a total cost not to exceed \$6,000, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Memorandum of Understanding Between the Orange County Department of Education, Special Schools Division, and Lowell Joint School District for the 2011/12 School Year

Ratified the Memorandum of Understanding between the Orange County Department of Education, Special Schools Division, and Lowell Joint School District for the 2011/12 school year, and authorized the Superintendent or designee to execute the necessary documents.

Consultant Agreement with Earnestine Goldstein to Provide Vocal Music Instruction at Rancho-Starbuck Junior High School for the 2011/12 School Year

Approved consultant agreement with Earnestine Goldstein to provide vocal music instruction for the 2011/12 school year for Rancho-Starbuck Junior High School, at an hourly rate of \$35.00, not to exceed \$6,300.00, to be paid from Rancho-Starbuck's Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.

Consultant Agreement with Earnestine Goldstein to Provide Vocal Music Instruction at Meadow Green Elementary School for the 2011/12 School Year

Approved consultant agreement with Earnestine Goldstein to provide vocal music instruction for Meadow Green Elementary School for the 2011/12 school year, at an hourly rate of \$10.00, not to exceed \$2,500.00, to be paid from Meadow Green Elementary School's Donation Account, and authorized the Superintendent or designee to execute the necessary documents.

Consultant Agreement with Earnestine Goldstein to Provide Vocal Music Instruction at El Portal Elementary School for the 2011/12 School Year

Approved consultant agreement with Earnestine Goldstein to provide vocal music instruction for El Portal Elementary School for the 2011/12 school year, at an hourly rate of \$10.00, not to exceed \$1,000.00, to be paid from El Portal Elementary School's Donation Account, and authorized the Superintendent or designee to execute the necessary documents.

Consultant Agreement with Jan Jacobsen to Provide Art Instruction at Meadow Green Elementary School for the 2011/12 School Year

Approved consultant agreement with Jan Jacobsen to provide art instruction at Meadow Green Elementary School for the 2011/12 school year, at an hourly rate of \$21.00, not to exceed \$3,000.00, to be paid from Meadow Green's Donation Account, and authorized the Superintendent or designee to execute the necessary documents.

Consultant Agreement with Jan Jacobsen to Provide Art Instruction at Macy Elementary School for the 2011/12 School Year

Approved consultant agreement with Jan Jacobsen to provide art instruction at Macy Elementary School for the 2010/11 school year, at an hourly rate of \$21.00, not to exceed \$3,000.00, to be paid from Macy Elementary School's Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.

Consultant Agreement with Jan Jacobsen to Provide Art Instruction at Jordan Elementary School for the 2011/12 School Year

Approved consultant agreement with Jan Jacobsen to provide art instruction at Jordan Elementary School for the 2011/12 school year, at an hourly rate of \$21.00, not to exceed \$3,000.00, to be paid from Jordan Elementary School's Donation Account, and authorized the Superintendent or designee to execute the necessary documents.

Consultant Agreement with Jan Jacobsen to Provide Art Instruction at El Portal Elementary School for the 2011/12 School Year

Approved consultant agreement with Jan Jacobsen to provide art instruction at El Portal Elementary School for the 2011/12 school year, at an hourly rate of \$21.00, not to exceed \$3,000.00, to be paid from El Portal Elementary School's Donation Account, and authorized the Superintendent or designee to execute the necessary documents.

Consultant Agreement with Trina Dunford to Provide Piano Keyboarding Instruction at Jordan Elementary School for the 2011/12 School Year

Approved consultant agreement with Trina Dunford to provide choral music instruction at Jordan Elementary School for the 2011/12 school year, at an hourly rate of \$15.00, not to exceed \$2,000.00, to be paid from Jordan Elementary School's Donation Account, and authorized the Superintendent or designee to execute the necessary documents.

Consultant Agreement with Trina Dunford to Provide Choral Music Instruction at Jordan Elementary School for the 2011/12 School Year

Approved consultant agreement with Trina Dunford to provide choral music instruction at Jordan Elementary School for the 2011/12 school year, at an hourly rate of \$15.00, not to exceed \$3,000.00, to be paid from Jordan Elementary School's Donation Account, and authorized the Superintendent or designee to execute the necessary documents.

Consultant Agreement with Trina Dunford to Provide Choral Music Instruction at Olita Elementary School for the 2011/12 School Year

Approved consultant agreement with Trina Dunford to provide choral music instruction at Olita Elementary School for the 2011/12 school year, at an hourly rate of \$15.00, not to exceed \$3,000.00, to be paid from Olita Elementary School's Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.

BOARD MEMBER/
SUPERINTENDENT
COMMENTS

Mr. Schambeck shared that he attended the Los Angeles County School Trustees Association meet and greet with Dr. Arturo Delgado. Dr. Delgado is the new Superintendent of Schools for the Los Angeles County Office of Education.

ADJOURNMENT

President Schambeck declared the meeting adjourned at 8:45 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:

_____, 2011