

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
April 1, 2013

CLOSED MEETING	President Hinz called the meeting to order at 6:30 p.m. at the District Office, 11019 Valley Home Avenue, Whittier. President Hinz declared the meeting recessed to closed session at 6:31 p.m.
CALL TO ORDER	President Hinz reconvened the meeting to open session at 7:30 p.m.  The flag salute was led by Mrs. Jan Averill, former Lowell Joint School District Board of Trustee.  Trustees Present: Darin W. Barber, William A. Hinz, Brandon R. Jones, 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	The Board took action (5 – 0) to approve the Resolution Settlement Agreement for Office of Administrative Hearing Case #2013020719.
INTRODUCTION/WELCOME	President Hinz welcomed CSEA President Darleene Pullen, LJEACo-President Allison Fonti, and guests.
ACKNOWLEDGEMENT OF CORRESPONDENCE	None.
APPROVAL OF AGENDA	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the April 1, 2013, agenda.
APPROVAL OF MINUTES	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the March 4, 2013, Board meeting.
TOPICS NOT ON THE AGENDA	None.

TIMELY INFORMATION  
FROM THE BOARD  
AND  
SUPERINTENDENT

Mrs. Shackelford thanked all those who participated and volunteered at Academic Excellence Day on Saturday, March 23. Academic Excellence Day was well attended and everyone appeared to have enjoyed the contests.

Mr. Barber, Mr. Hinz, and Mr. Schambeck thanked Mrs. Shackelford and the Lowell Joint Education Foundation for this event.

SCHOOL REPORTS

Mr. Shackelford shared that Meadow Green Elementary School's quarterly PRIDE assembly will be held on April 4, to recognize February and March Students of the Month for the character education traits of Honesty and Truthfulness and Self-Discipline and Self-Control. The focus for the month of April is Responsibility. April 4 marks the end of third quarter. Students are currently taking the District third quarter benchmark tests. Report cards will go home on April 4. Sixth graders will walk to Rancho-Starbuck on the morning of April 17. A parent meeting for incoming seventh graders will be held the following night on April 18. Fifth grade students are going on a field trip on April 24, to the Dorothy Chandler Pavilion. First graders will be going to Mt. San Antonio College to participate in the Inside the Outdoors Education Program. Teachers and students are working diligently to prepare for the State CST testing, which will begin at the end of April and conclude the middle of May.

Mr. Barber shared that Jordan Elementary School on Wednesday, April 3, at 11:00 a.m., will have their monthly Awards Assembly for the month of March. The sixth grade students will visit Rancho-Starbuck on Wednesday, April 17, for their orientation to the school. A special assembly, *Achieve Now Science*, will take place on Friday, April 19, for all grades. *Achieve Now Science* is an exciting, entertaining and motivating science assembly that makes learning science fun. On Friday, April 26, the PTA is holding a Family Luau beginning at 5:00 p.m. at Jordan in the quad.

Mr. Hinz stated that on Wednesday, April 17, Macy Elementary School fourth graders will conclude their unit on Early California. Their annual field trip to San Juan Capistrano Mission provides the students with an opportunity to explore early California exhibits on the 10-acre grounds of gardens, fountains, and adobe architecture. Macy's sixth graders are looking forward to their visit at Rancho-Starbuck Junior High School on April 17 in preparation for registering for seventh grade. Parent conferences will be held on April 18 and 19. These are minimum days for students. Mark your Calendars! Saturday, April 27, Macy is holding their annual spring carnival. It is a fun filled day. Everyone is invited.

SCHOOL REPORTS  
Continued

Mr. Schambeck shared that El Portal Elementary School had its annual Mother Daughter Fifth Grade Tea on March 21. Every year the evening gets better and better. The theme this year was, "Journey into Wonderland." The fifth grade students will visit Riley's Farm on April 3. The fourth grade students will visit the San Juan Mission on April 16. The sixth grade students are looking forward to visiting Rancho-Starbuck Junior High School on April 17. Our next Awards Ceremony will be on April 25 at 10:15 a.m. This is a quarterly assembly, so we will have many of awards, including Honor Roll, CARE awards, Student of the Month and VIP recipients. This will also be the day we celebrate our Honorary Service Awards. April 25 is also our McDonald's fundraiser night from 4:00 p.m. to 8:00 p.m.

Mr. Jones presented that on Tuesday, April 16, Olita PTA will be hosting Bingo Night. This is one of our most popular events as families get together for a fun night of dinner and bingo. There are many prizes to be won through the bingo and raffle. Almost every family takes home a prize. Olita sixth graders are eagerly awaiting their orientation to Rancho-Starbuck. On Wednesday, April 17, they will be walking over to hear an informative presentation and take a tour of the school. On Wednesday, April 17, two of Olita's excellent teachers will be hosting a "Parent Night" for our parents and students. While the first session was not well attended, the information given was outstanding. More efforts will be made to bring in more parents so that our students can benefit from this information.

Lastly, Mr. Hinz shared that Rancho-Starbuck Junior High School's Boot Camp takes place April 3. We are very grateful to our families for their support of Boot Camp. It is a wonderful time of physical and mental challenges for students as we raise money for technology. The competitive drumline competes again in April on two Saturdays, April 20 and 27. This month the sixth grade students will visit the campus on Wednesday, April 17 and the parent orientation follows on April 18. We are excited to meet our new students and families. The combined band concert with our elementary schools, Rancho-Starbuck, and La Habra High School is April 24. This has become quite an event showcasing all the young talent.

RECOGNITION OF THE  
RANCHO LA HABRA  
REPUBLICAN WOMEN  
FEDERATED ESSAY  
CONTEST WINNERS

Dr. Howell introduced and thanked Mrs. Walforth and Mrs. Averill, members of the Rancho La Habra Republican Women Federated, for organizing the essay contest for the District. Bradley Sanders, the first grade winner from Olita Elementary School; Mia Flores, the second grade winner from Jordan Elementary School; Isabelle Alarid, the third grade winner from El Portal Elementary School; Angelina De La Torres, the fourth grade winner from Macy Elementary School; Angelyn Solis, the fifth grade winner from Macy Elementary School; and Steven Parker, the seventh grade winner, from Rancho-Starbuck Intermediate School. Each won the Rancho La Habra Republican Women Federated Essay Contest for their respective grade levels. They each read their “What it Means to Me to be an American” essay and were awarded a Certificate of Outstanding Achievement by President Hinz.

Cassidy Galindo, the sixth grade winner from Olita Elementary School, and Solomon Ramirez, the eighth grade winner from Rancho-Starbuck Intermediate School, were unable to attend the Board meeting.

RECESS

President Hinz declared a recess at 8:00 p.m. The meeting was reconvened at 8:06 p.m.

RESOLUTION 2012/13  
NO. 592, PROCLAIMING  
APRIL 22 – 26, 2013, AS  
“PUBLIC SCHOOL  
VOLUNTEER WEEK”

Volunteers embody the American spirit and are one of our nation’s most valuable resources. It was moved, seconded and carried by unanimous roll call vote (5 – 0) to adopt Resolution 2012/13 No. 592 recognizing April 22 – 26, 2013, as “Public School Volunteer Week.”

SUBMISSION OF  
WILLIAMS LITIGATION  
SETTLEMENT –  
QUARTER UNIFORM  
REPORT FOR QUARTER  
JANUARY 1 –  
MARCH 31, 2013

It was moved, seconded, and carried by unanimous vote (5-0) to approve the submission of the Williams Litigation Settlement – Quarterly Uniform Complaint Report for Quarter January 1 – March 31, 2013, reflecting zero complaints to the Los Angeles County Office of Education and the Orange County Department of Education.

APPROVAL OF THE  
2012/13 EXTENDED  
SCHOOL YEAR  
PROGRAM

It was moved, seconded, and carried by unanimous vote, (5 – 0), to approve the 2012/13 extended school year program for special education students from June 17, 2013, through July 12, 2013.

PUBLIC HEARING:  
INITIAL PROPOSAL  
FROM THE CALIFORNIA  
SCHOOL EMPLOYEES  
ASSOCIATION FOR A  
SUCCESSOR  
AGREEMENT

Darleene Pullen, President of the California School Employees Association, Chapter 294, presented to the Board of Trustees an initial proposal for a successor agreement, pursuant to the Rodda Act. A public hearing was opened at 8:10 p.m. and no questions were asked by the members of the audience. The Public Hearing was closed at 8:11 p.m.

PUBLIC HEARING:  
INITIAL MANAGEMENT  
PROPOSAL FOR A  
SUCCESSOR  
AGREEMENT WITH THE  
CALIFORNIA SCHOOL  
EMPLOYEES  
ASSOCIATION

Dr. Howell presented to the Board of Trustees an initial management proposal with the California School Employees Association, Chapter 294, for a successor agreement, pursuant to the Rodda Act. A public hearing was opened at 8:12 p.m. and no questions were asked by the members of the audience. The Public Hearing was closed at 8:13 p.m.

PROJECT BASED  
LEARNING

Mrs. Tiffany Rudek, Assistant Superintendent of Instruction, presented the Board with information regarding Project-Based Learning. Project Based Learning (PBL) is defined as “an extended process of inquiry in response to a complete question, problem, or challenge. Rigorous projects help students learn key academic content and practice 21<sup>st</sup> Century Skills (such as collaboration, communication and critical thinking).” PBL is in alignment with the Common Core Standards.

Mrs. Rudek shared that the District in the 2012/13 school year has trained 40 teachers and administrators. Pilot projects are being implemented this spring. In the 2013/14 school year, each grade level will implement at least two projects – one per semester, there will be continued support from Instructional Coaches, summer training will be offered for all teachers, and monthly grade-level team meetings will be scheduled to create and revise projects.

MID-YEAR  
BENCHMARK TEST  
RESULTS

Mrs. Rudek, Assistant Superintendent of Instruction, presented the Board with information regarding the Mid-Year Benchmark Testing Report for all District schools. The District Mid-Year Benchmark Test is aligned with the California Content Standards and the Board adopted goal of “Proficient” or “on grade level” defined as 75 percent. Any student scoring at or below 50 percent is identified as “at risk of retention” and teachers will develop an intervention plan for these students. Grade-level teams will develop a plan to re-teach material not yet mastered, while continuing to ensure new material is covered according to the pacing guides. The District percentage of students scoring at or above the 75<sup>th</sup> percentile in English/language arts was 58 percent. In math, the students scoring at or above the 75<sup>th</sup> percentile were 75 percent for this year. This is an increase of one percent and two percent in English/language arts and math, respectively, from the 2012 Mid-Year Test results.

CONSENT CALENDAR

It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve/ratify the following items, under a consent procedure. (Mr. Jones abstained from voting on agenda item IX-A2, Warrant Listing 2012/13 #9.)

Purchase Order Report  
2012/13 #9

Approved Purchase Order Report 2012/13 #9 which lists all purchase orders issued February 14, 2013, through March 11, 2013.

Warrant Listing Report  
2012/13 #9

Approved Warrant Listing Report 2012/13 #9, which lists all warrants issued February 26, 2013, through March 25, 2013.

Approval for  
Sale/Disposal of Surplus  
District Personal Property

Ratified the sale/disposal of surplus District personal property, as attached, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Proposal  
from Flewelling & Moody  
for Macy Eave Repair  
Design

Ratified the Flewelling & Moody proposal to perform the design of repair needed for Macy Elementary School Eave Repair, at a rate not to exceed \$5,300.00, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement  
with Budlong &  
Associates, Inc., for  
Design & Construction  
Drawings Services  
Related to the District-  
Wide Telephone  
Replacement Project

Ratified the agreement with Budlong & Associates, Inc., to perform design and construction drawings for the District-Wide Telephone Replacement Project, at an hourly rate based upon job title, not to exceed \$53,885, and authorized the Superintendent or designee to execute the necessary documents.

Employer-Employee  
Relations/Personnel  
Report 2012/13 #9

Ratified Employer-Employee Relations/Personnel Report 2012/13 #9, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.

Approval of Services Agreement with Jen Alcazar to Provide Technology Training at Rancho-Starbuck Intermediate School

Ratified the services agreement with Jen Alcazar to provide technology training to the staff at Rancho-Starbuck Intermediate School, at a total cost of \$150.00 to be paid from Rancho-Starbuck's School Site Allocation Fund, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Amended Contract with the Los Angeles County Office of Education for Network Services and Support Educational Telecommunications and Technology for July 1, 2011, through June 30, 2014

Ratified the amended contract with the Los Angeles County Office of Education (LACOE) for network services and support educational telecommunications and technology for July 1, 2011, through June 30, 2014, not to exceed \$28,120 annually, E-rate will reimburse the District approximately 50 percent the following year of each year contracted with LACOE, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement with Edlio, Inc., for Web Hosting Services for the District and School Sites for the 2013/14 School Year

Approved the agreement with Edlio, Inc., for Web hosting services for the District and school sites for the 2013/14 school year, in the amount not to exceed \$7,200, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement with Blackboard Engage, Formerly Known as Edline, for Web Hosting Services for Rancho-Starbuck Intermediate School for the 2013/14 School Year

Approved the agreement with Blackboard Engage, formerly known as Edline, for Web hosting services for Rancho-Starbuck Intermediate School for the 2013/14 school year, in the amount not to exceed \$2,200, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement with Jive Communications for Hosted Voice Over IP Services for the District and All Sites Beginning July 1, 2013, through June 30, 2016

Approved the agreement with Jive Communications for Hosted Voice Over IP (VoIP) services for the District and all sites, with a one-time set-up charge of \$12,000 and monthly recurring charges of \$5,141.84, all charges are eligible for E-Rate reimbursement of approximately 50 percent, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Mr. Jorge Montalvo to Provide After-School Coaching Services for the 2012/13 School Year

Ratified the consultant agreement with Mr. Jorge Montalvo to provide after-school coaching services for the 2012/13 school year, not to exceed \$700.00, to be paid from the monies secured by the Lowell Joint Education Foundation donation, and authorized the Superintendent or designee to execute the agreement.

Approval of Consultant Agreement with Mr. Nicolas Solomon to Provide After-School Coaching Services for the 2012/13 School Year

Ratified the consultant agreement with Mr. Nicolas Solomon to provide after-school coaching services for the 2012/13 school year, not to exceed \$700.00, to be paid from the monies secured by the Lowell Joint Education Foundation donation, and authorized the Superintendent or designee to execute the agreement.

Approval of Consultant Agreement with Ms. Ashley Valencia to Provide After-School Coaching Services for the 2012/13 School Year

Ratified the consultant agreement with Ms. Ashley Valencia to provide after-school coaching services for the 2012/13 school year, not to exceed \$700.00, to be paid from the monies secured by the Lowell Joint Education Foundation donation, and authorized the Superintendent or designee to execute the agreement.

Approval of Agreement with Time Warner Business to Provide Fiber Optic Wide Area Network Services

Approved the agreement with Time Warner Business to provide Fiber Optic Wide Area Network services, at the monthly cost of \$1,250 that is eligible for federal E-Rate reimbursement, and authorized the Superintendent or designee to execute the necessary documents.

Rescind Independent Consultant Agreement Between Bridgette Klaus and Lowell Joint School District for the Provision of Deaf and Hard of Hearing Consultation and Collaboration Services for the 2012/13 School Year

Rescinded the Independent Consultant Agreement between Bridgette Klaus and Lowell Joint School District for the provision of Deaf and Hard of Hearing consultation and collaboration services for the 2012/13 school year, at a rate of \$150 per hour, plus mileage reimbursement, not to exceed \$2,700, and authorized the Superintendent or designee to execute the agreement.

Approval of Non-Public Agency Agreement with Let's Talk About It, AKA, Bridgette Klaus, for Consultation, Collaboration, and Direct Services for the 2012/13 School Year

Ratified the Non-Public Agency Agreement with "Let's Talk About It," AKA Bridgette Klaus, for consultation, collaboration and direct services for the 2012/13 school year, at a rate of \$150 per hour, plus mileage reimbursement at \$109.74 per month, and the agreement will not exceed \$4,298.70, and authorized the Superintendent or designee to execute the agreement.

Approval of Amendment to Non-Public Agency Agreement with Speech Bananas Therapy, to Provide Auditory-Verbal Therapy Services for the 2012/13 School Year

Ratified the amendment to Non-Public Agency Agreement with Speech Bananas Therapy, to provide auditory-verbal therapy services, from July 1, 2012, through June 30, 2013, at the rate of \$150 per hour, not to exceed \$7,950, and will be paid from Medi-Cal funds, and authorized the Superintendent or designee to execute the necessary documents.



BOARD MEMBER/  
SUPERINTENDENT  
COMMENTS

Mrs. Shackelford shared that Mrs. Cruz and Mrs. Saiva, Olita Elementary School teachers, did a fabulous job sharing tips on how to get your student motivated to do homework and how to help your student with homework, and she is looking forward to Olita's next parent night.

Mr. Barber stated that parent night at Rancho-Starbuck Junior High School was also fantastic. Rancho-Starbuck hosted Deputy Claahsen and Sheriff Wahl to share with parents what to look for concerning drugs.

Dr. Howell shared that the bulletin boards in the Board Room were prepared by Tamara Irving, Computer teacher, and Lindsey Crow, Math teacher, both from Rancho-Starbuck Intermediate School.

ADJOURNMENT

President Hinz 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:

\_\_\_\_\_, 2013