

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
May 6, 2013

CLOSED MEETING	President Hinz called the meeting to order at 5:30 p.m. at the District Office, 11019 Valley Home Avenue, Whittier. President Hinz declared the meeting recessed to closed session at 5:31 p.m.
CALL TO ORDER	President Hinz reconvened the meeting to open session at 7:40 p.m. The flag salute was led by Mrs. Martha Leonard, Macy Elementary School parent. A moment of silence was held for the tragic loss of Maddisen Wilks, seventh-grade student at Rancho-Starbuck Intermediate School and former student of Macy Elementary School. 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
REPORTING OUT ACTION (IF ANY) TAKEN IN CLOSED SESSION	None.
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 May 6, 2013, agenda.
APPROVAL OF MINUTES	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the April 1, 2013, Board meeting.
TOPICS NOT ON THE AGENDA	None.

TIMELY INFORMATION
FROM THE BOARD
AND
SUPERINTENDENT

Dr. Howell shared that Rancho-Starbuck Intermediate School was named a 2013 Distinguished School. Each school in the District has now been named a California Distinguished School.

Dr. Howell was pleased to announce that the California Business for Education Excellence selected Macy Elementary, Meadow Green Elementary, and Rancho-Starbuck Intermediate School as 2012 Honor Roll Schools. In addition, Macy Elementary School and Rancho-Starbuck Intermediate School were recognized as “Scholar” schools and Meadow Green as a “STAR” school and “STEM” school. Dr. Howell explained that to be recognized as an Honor Roll school, the schools must have met a rigorous standard of increasing and sustaining grade-level proficiency.

Dr. Howell congratulated the fifth grade teachers at Macy Elementary School. Becky Champion, Rhonda Esparza, Kelly Higgins, and Julie Sigenfuse have all recently been selected by the Los Angeles County Office of Education to participate in the 2013 Colonial Williamsburg Teacher Institute for Early American History this summer.

Rancho-Starbuck Intermediate School seventh and eighth grade bands received a Superior rating at the Instrumental Music Festival. The Drum Line received first place in the Junior High School Division at the American Drum Line Association Finals. Mr. Jeremy Fletcher, Instrumental Music Teacher, and Mr. Cameron Miller, Drum Line Coach, are doing amazing work with their passion for music.

The 8th Grade Math Team from Rancho-Starbuck Intermediate School, under the direction of Mrs. Sylvia Behura, recently won a gold medal in Problem Solving at the Math Field Day sponsored by the Los Angeles County Office of Education.

Melanie Artz, the Art Teacher at Rancho-Starbuck Intermediate School, has been selected as an Outstanding Arts Educator for 2013 by Orange County Music and Arts Administrators and the Orange County Department of Education.

TIMELY INFORMATION
FROM THE BOARD
AND
SUPERINTENDENT
Continued

Dr. Howell presented Mrs. Darleene Pullen as the Los Angeles County Classified Employee of the Year in the Instructional Aide/Para-Educator category. President Hinz congratulated Mrs. Pullen and provided her with an award for receiving this honor.

Mrs. Pullen stated “I, once again, want to thank the Lowell Joint School District Board of Trustees and Dr. Howell for honoring me with the Classified Employee of the Year award. When Dr. Howell sent in my name to the county level, I was unsure what that entailed. I was truly honored again when Dr. Howell informed me that I won again and received the prestigious award as Classified Employee of the Year in the Instructional Assistant category. I again was truly humbled and excited to earn such an award and to represent Lowell Joint School District at the County level. I am deeply grateful for this honor and will continue to serve the students of Lowell Joint.”

SCHOOL REPORTS

Mrs. Shackelford proudly announced that Meadow Green Elementary School is named as an Honor Roll School by the California Business for Education Excellence for the fifth year in a row. Additionally, Meadow Green was one of 100 schools in the state named as a designee for the STEM (Science, Technology, Engineering, and Math) Honor Roll. Congratulations Meadow Green! Meadow Green Elementary School raised over \$8,000 during the annual Meadow Green Dance-a-thon that was held on March 1, 2013. Proceeds from the fundraiser are going toward a new computer lab at Meadow Green. Appreciation and thanks are extended to all who helped us reach this goal. Open House at Meadow Green will be held on Tuesday, May 21, from 6:30 – 7:30 p.m. Science Fair projects will be displayed in the Multi-Use during Open House. Many field trips will take place in the month of May. Fourth graders will experience the *Walk through California* on site field trip and third grade will visit the Aquarium of the Pacific on May 24. Both Kindergarten and second graders are going to the LA Zoo on Friday, May 31. All trips are sponsored by the Meadow Green PTA.

Mr. Barber shared that Jordan Elementary School on Friday, May 10, at 11:00 a.m. will have its monthly Citizenship Assembly for the month of April. Jordan’s Open House and Spring Sing will be on Thursday, May 16, beginning at 5:45 p.m. Following the Spring Sing classrooms will be open for visitations. Jordan PTA will celebrate and honor Jordan’s teachers and staff members beginning May 20 and concluding May 24. Jordan second grade students will take their yearly field to the California Science Center on Wednesday, May 22, and the third grade students are going to the Natural History Museum on that same day. These fieldtrips will enhance their studies and we appreciate the PTA for funding the field trips at Jordan. Jordan students are participating in the Jordan’s PTA first annual Dance-a-thon fundraiser. The dancing will begin at 9:45 a.m. for upper grades and 11:00 a.m. for primary grades.

SCHOOL REPORTS
Continued

Mr. Hinz stated that on Friday, May 3, 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. On Friday, May 10, the Macy PTA is hosting Muffins for Mom at 7:45 a.m., and on Friday, May 17, Donuts for Dads will be held at 7:45 a.m., both events will be held in the Multi-Use. Kindergarten Round-Up will be held at Macy Elementary School on Thursday, May 23. Prospective Kindergarteners will meet with the school nurse, school psychologist, and the principal. Parents and the prospective Kindergarteners will tour kindergarten classrooms and enrollment papers and records will be reviewed. Macy staff and families are looking forward to Open House on Wednesday, May 22. Families will be able to visit classrooms from 6:00 p.m. to 7:00 p.m.

Mr. Schambeck shared that El Portal Elementary School's PTA spoiled their teachers by purchasing each of them ELMO's for their classrooms during Staff Appreciation Week. Also, on Wednesday, May 8, the PTA will provide a wonderful luncheon for the staff members. May 16 is El Portal's Talent Show. The preview is at 9:30 a.m. for the students and 5:30 p.m. for our parents. We have 30 acts that will share their talent. El Portal's Open House is on May 22. We will have 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. Special thanks to Mary Brewer for all of her work with the Book Fair. El Portal's annual Spring Fair will take place on May 31, from 3:00 p.m. – 7:00 p.m. It will be a family evening filled with carnival games, opportunity drawings, a silent auction, food, and fun.

Mr. Jones presented that Olita Elementary School's Special Education students also attended the California State University, Fullerton, Special Games event. The students had a lot of fun participating in the games and activities that were provided. On Thursday, May 16, Olita will host a variety show put on by our very own students. This year's theme is Carnival! and will surely be a night of entertainment for all. We will have singers, dancers, martial arts performers, and many other talents to observe. Olita is hosting Open House on Tuesday, May 21. Preceding the Open House, our primary students will be performing in the Spring Sing at 5:45 p.m. Classrooms will be open from 6:30 p.m. to 7:30 p.m. and our book fair will be available in the Library throughout the evening.

SCHOOL REPORTS

Continued

Lastly, Mr. Hinz shared that Rancho-Starbuck Junior High School student conferences with each student leading up to testing have taken place and students are ready to do their best. Testing month began with a motivational REACH assembly. Open House takes place May 23. Along with class visitations, we have our book fair and art show. Our Art and Poetry Journals, an effort of our art classes and 8th grade language arts classes, will be available that night. Our band and choir will be at competitions again this month. The band qualified for Regional competition and will play Friday night, May 17. The same day the choir festival takes place earlier in the day. Our band and choir will also be performing at Knott's Berry Farm in May. Last, but not least, we are preparing for all the graduation festivities that are about to take place in June including graduation speech try-outs May 22.

2013/14 GOALS AND PRIORITIES

Dr. Howell presented the 2013/14 Goals and Priorities for the District explaining that each year the District Board of Trustees and the Superintendent establish priorities for the upcoming school year.

The priorities were drafted by the Principals and the Superintendent and provide a focus for the investment of time, energy, and resources to guide the continued improvement of the instructional programs. For the 2013/14 school year, the established priorities are aligned with the six goals, each of which focuses on meeting the needs of students.

It was moved, seconded, and carried by unanimous vote, (5 – 0), to approve the 2013/14 Goals and Priorities, as attached, and authorized the Superintendent or designee to execute the necessary documents.

**RESOLUTION 2012/13
NO. 594, RECOGNIZING
MAY 8, 2013, AS "DAY
OF THE TEACHER"**

It was moved, seconded, and carried by unanimous roll call vote, (5 – 0), to adopt Resolution 2012/13 No. 594, recognizing May 8, 2013, as "Day of the Teacher," as attached, and authorized the Superintendent or designee to execute the necessary documents.

**RESOLUTION 2012/13
NO. 595 RECOGNIZING
MAY 8, 2013, AS
"SCHOOL NURSES DAY"**

It was moved, seconded, and carried by unanimous roll call vote, (5 – 0), to adopt Resolution 2012/13 No. 595, recognizing May 8, 2013, as "School Nurses Day," as attached, and authorized the Superintendent or designee to execute the necessary documents.

**RESOLUTION 2012/13
NO. 596 RECOGNIZING
MAY 19 – 25, 2013, AS
"CLASSIFIED SCHOOL
EMPLOYEE WEEK"**

It was moved, seconded, and carried by unanimous roll call vote, (5 – 0), to adopt Resolution 2012/13 No. 596, recognizing May 19 – 25, 2013, as "Classified Employee Week," as attached, and authorized the Superintendent or designee to execute the necessary documents.

RESOLUTION 2012/13
NO. 598 REGARDING
THE EDUCATION
PROTECTION ACCOUNT
FOR THE 2012/13
SCHOOL YEAR

The Education Protection Account (EPA) is the vehicle for collecting and distributing funds which are generated by the temporary increases, beginning in 2012/13, to personal income taxes (retroactive to January 1, 2012, and in place for seven years, ending in 2018), and sales tax (effective January 1, 2013, and in place for four years, ending in 2016) authorized by the passage of Proposition 30.

Proposition 30 requires that districts' governing boards determine the use of EPA funds in an open session of a public meeting. These funds cannot be used for salaries or benefits for administrators or any other administrative costs.

It was moved, seconded, and carried by unanimous roll call vote (5 – 0) to adopt Resolution 2012/13 No. 598 regarding the Education Protection Account for the 2012/13 school year, as attached, and authorized the Superintendent or designee to execute the necessary documents.

RESOLUTION 2012/13
NO. 599 REGARDING
THE EDUCATION
PROTECTION ACCOUNT
FOR THE 2013/14
SCHOOL YEAR

The Education Protection Account (EPA) is the vehicle for collecting and distributing funds which are generated by the temporary increases, beginning in 2012/13, to personal income taxes (retroactive to January 1, 2012, and in place for seven years, ending in 2018), and sales tax (effective January 1, 2013, and in place for four years, ending in 2016) authorized by the passage of Proposition 30.

Proposition 30 requires that districts' governing boards determine the use of EPA funds in an open session of a public meeting. These funds cannot be used for salaries or benefits for administrators or any other administrative costs.

It was moved, seconded, and carried by unanimous roll call vote (5 – 0) to adopt Resolution 2012/13 No. 599 regarding the Education Protection Account for the 2013/14 school year, as attached, and authorized the Superintendent or designee to execute the necessary documents.

DECLARATION OF
NEED FOR FULLY
QUALIFIED
EDUCATORS FOR THE
2013/14 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.” The Board declaration certifies that there may be an insufficient number of certificated persons that meet the district employment criteria for highly qualified certificated staff member.

It was moved, seconded, and carried by unanimous vote (5 – 0) to approve the submission of the Declaration of Need for Fully Qualified Educators for the 2013/14 school year to CCTC, and authorized the Superintendent or designee to execute the necessary documents.

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
2012/13 #10

Approved Purchase Order Report 2012/13 #10 which lists all purchase orders issued March 11, 2013, through April 22, 2013.

Warrant Listing Report
2012/13 #10

Approved Warrant Listing Report 2012/13 #10, which lists all warrants issued March 27, 2013, through April 26, 2013.

Approval of Agreement
with Vista Environmental
Consulting to Provide
On-Call Hazardous
Materials Consulting
Services Related to the
District-wide Telephone
Replacement Project

Ratified the agreement with Vista Environmental Consulting to provide on-call hazardous materials consulting services related to the District-wide telephone replacement project, should they be necessary, at a rate as per attached rate sheet, not to exceed \$4,000, and to be coordinated by the DSA-approved Inspector, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement
with Leighton Consulting,
Inc., to Provide On-Call
DSA-Approved Materials
Testing Laboratory
Services Related to the
District-wide Telephone
Replacement Project

Ratified the agreement with Leighton Consulting, Inc., to provide on-call DSA-approved materials testing laboratory services related to the District-wide telephone replacement project, at a rate as per attached rate sheet, not to exceed \$6,000, and to be coordinated by the DSA-approved Inspector, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement
with Edward ‘Ted’ Regan
for DSA Inspection
Services Related to the
District-wide Telephone
Replacement Project

Ratified the agreement with Edward ‘Ted’ Regan to perform DSA-approved inspection services for the District-wide telephone replacement project, at a rate not to exceed \$8,000, including all field and office expenses, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement
with Budlong &
Associates, Inc., for
Design and Engineering
Services Related to the
District-wide Telephone
Replacement Project

Ratified the agreement with Budlong & Associates, Inc., to perform design and engineering services 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 #10

Ratified Employer-Employee Relations/Personnel Report 2012/13 #10, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.

Resolution 2012/13
No. 597 Regarding Layoff
and Reduction of Hours of
Classified Personnel

Adopted Resolution 2012/13 No. 597 regarding layoff and reduction of hours of Classified Personnel, as attached, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Amendment
to Contract Between
Los Angeles County
Office of Education
(LACOE) and Lowell
Joint School District
(LJSD) for Participation in
California Medi-Cal
Administrative Assistance
(MAA) Program for the
2010/11 through 2013/14
School Years

Ratified the amended contract between Los Angeles County Office of Education (LACOE) and Lowell Joint School District (LJSD) for participation in the California Medi-Cal Administrative Program for the 2010/11 through 2013/14 school years, and authorized the Superintendent or designee to execute the necessary documents.

BOARD MEMBER/
SUPERINTENDENT
COMMENTS

Mr. Barber stated that he was able to attend the Macy Carnival this year and kudos to the PTA for the fabulous job they did. Each year the carnival seems to get better and bigger. Everyone enjoyed themselves.

Dr. Howell shared that the bulletin boards in the Board Room were prepared by LaReina Ayers, second grade teacher, and Cheri Sandoval, sixth grade teacher, from Olita Elementary School.

Mrs. Shackelford shared that Mrs. Cruz and Mrs. Saiva, Olita Elementary School teachers, did another fabulous job at the most recent parent workshop series. She was happy to hear that the final parent night would discuss summer activities that are fun, yet educationally challenging.

The Board of Trustees reiterated that we have a great and caring staff. From classified to management staff members, it takes each and every one of us to serve our students.

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