

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

November 4, 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.<br><br>The flag salute was led by Mr. John Binchi, Director of Maintenance, Operations, and Facilities.<br><br>Trustees Present: Darin W. Barber, William A. Hinz, Brandon R. Jones, Fred W. Schambeck, and Anastasia M. Shackelford.<br><br>Trustees Absent: None.<br><br>Staff Present: Patricia A. Howell, Superintendent; Andrea Reynolds, Assistant Superintendent of Administrative Services; and Tiffany Rudek, Assistant Superintendent of Instruction |
| REPORTING OUT<br>ACTION (IF ANY)<br>TAKEN IN CLOSED<br>SESSION | None.   |
| INTRODUCTION/<br>WELCOME                                       | President Hinz welcomed CSEA President Darleene Pullen, LJEA President Allison Fonti, and guests.   |
| ACKNOWLEDGEMENT<br>OF CORRESPONDENCE                           | Mr. Schambeck received an email from a parent about what a great job Miss Takacs is doing as Rancho Starbuck Intermediate School's Academic Counselor.<br><br>Mr. Hinz stated that he received a dinner invitation from the Lowell Joint Education Association and he does plan on attending the dinner.  |
| APPROVAL OF<br>AGENDA  | It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the November 4, 2013, agenda.   |
| APPROVAL OF<br>MINUTES   | It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the October 14, 2013, Board meeting.   |
| TOPICS NOT ON THE<br>AGENDA                                    | A teacher shared her concerns with the Board about the implementation of Common Core Standards and Technology.  |

TIMELY INFORMATION  
FROM THE BOARD  
AND  
SUPERINTENDENT

Dr. Howell thanked all those who participated in the 7<sup>th</sup> Annual Lowell Joint Education Foundation 5K Family Turkey Trot and Wellness Fair on Saturday, November 2. Dr. Howell shared that 341 individuals participated.

Dr. Howell congratulated Mrs. Shackelford for renewing her National Board Certification.

SCHOOL REPORTS

Mrs. Shackelford shared that Meadow Green Elementary School held its first quarterly PRIDE Assembly of the school year on November 1, 2013. Students were recognized for Citizens of the Month for September (Respect) and October (Making Good Choices) and for PRIDE (Personal Responsibility in Daily Effort). Red Ribbon Week was celebrated the week of October 21. Activities stressed the No to Drugs message. Students enjoyed Crazy Hair Day, Crazy Hat Day, Crazy Sock and Tie Day, and a Wear Red Day. A Smart Spuds Don't Do Drugs potato patch full of student created potato heads decorated the school grounds. A Book Fair was held during the week of October 28. Meadow Green will again hold a Canned Food Drive to benefit a local food bank. The drive will run from October 21 through November 20. Meadow Green students will participate in an assembly on Fitness and Nutrition on November 15, sponsored by the PTA. The PTA is also hosting a Movie and Dinner that night as well.

Mr. Barber stated that Jordan Elementary School's PTA hosted a Red Ribbon BMX Assembly on Friday, November 1. The students and staff were amazed at all the stunts the bike riders could do. Jordan Elementary School will hold a monthly Citizenship Assembly on Friday, November 8, 2013, at 11:00 a.m. The Jordan PTA will host their monthly meeting on Tuesday, November 12, beginning at 7:00 p.m. in the Multiuse Room.

Mr. Hinz stated Macy Elementary School held their monthly awards assembly on Friday, November 1, for its October Character Education theme of "Making Good Choices." Saturday, November 9, is the Macy Fall Carnival from 10:00 a.m. to 3:00 p.m. The Macy PTA is hosting its 3<sup>rd</sup> annual fall carnival. This year activities and events include: Cupcake Wars Contest, Face Painting, Cake Walk, Pie Baking Contest, Chili Cook-off, Silent Auctions, Game Booths, and much more. Kindergarten students celebrate the culmination of their Kindergarten social studies unit of "Customs of our First Thanksgiving." On Friday, November 22, Kindergarten students will dress up as Pilgrims and American Indians and Kindergarten families will bring in Thanksgiving cheeses, fruits, pies, and cider for their enjoyment.

SCHOOL REPORTS  
(Continued)

Mr. Schambeck reported El Portal Elementary School will host a parent coffee on November 7, at 7:45 a.m. This informational meeting will show parents the different programs that their children use on campus and teach them how to download these software programs at home. El Portal's annual Dance-a-Thon is scheduled for November 15 in the morning. Last year we raised over \$2,500 for the PTA. On November 18, Kindergarten through second grade will have their annual Potlash. This celebration will begin at 10:00 a.m., with a Reader's Theater. The students will wear headbands and friendship necklaces. They will exchange necklaces, make butter and eat corn muffins. The Kindergarten classes will also their annual Thanksgiving Feast at noon on November 22. They will be wearing their friendship necklaces and paper vests that they made. It is always a nice way to begin the Thanksgiving Break.

Mr. Jones shared the students at Olita Elementary School waited anxiously for the Halloween parade on Thursday, October 31. Parents, grandparents, and friends all came to see to their little monsters or princess parade through the school. The students were all dressed fabulous. Friday, November 1, was our First Quarter Assembly to honor students for the months of September and October. Students who earned Citizen of the Month and Student of the Month were recognized, along with Reflections participants, Honor Students, and attendance awards. The students are always excited for this assembly as Ollie the Owl usually makes an appearance to support the students. Olita is holding its first fundraiser for the year. A jog-a-thon will be held to raise money to support all the fun and educational programs we have going on through the year. Students can earn things from an Olita water bottle, jog-a-thon t-shirt, to a pizza lunch in the park with Mrs. V. The students will be jogging on Thursday, November 21, 2013.

Mr. Hinz concluded that Rancho-Starbuck Intermediate School's flex classes are in progress as we begin Cycle 3. Students are enjoying the enrichment time and are grateful for the chance to have more time on concepts they need to review. Rancho is excited to again be participating in Junior Achievement. The first class sessions will begin this month during flex and after school. Students will learn how to save money, and not just spend it, and what it takes to pay the monthly bills. This month our choir will be visiting a local college to listen to a variety of college choirs, to sing for the college students, receive instruction and take a college tour. The college visit is on November 22. Our drama, band and choir students have the opportunity to attend the current La Habra High School production at Plummer Auditorium this month, *Wizard of Oz*.

UPDATED/REVISED  
BOARD POLICIES  
(FIRST READING)

As the District updates current Board Policies and accompanying Administrative Regulations regarding Physical Education (BP 6142.7), Reading and Language Arts (BP 6142.91), and Courses of Study (BP 6143) with current regulations and procedures, it is imperative to disseminate updated information. The proposed updated/revised Board Policies have been shared with representatives of the certificated and classified employee groups and administrators.

Further input is welcome and the revised Board Policies will be included on the December 9, 2013, Board agenda for second reading and approval.

UPDATED/REVISED  
BOARD POLICIES  
(SECOND READING)

It was moved, seconded, and carried by unanimous vote (5 – 0) to adopt the current regulations and procedures to the following Board Policies and accompanying Administrative Regulations regarding School Day (BP 6112), Ceremonies and Observances (BP 6115) and Curriculum Development and Evaluation (BP 6141), as attached, and authorized the Superintendent or designee to execute the necessary documents.

ESTABLISHMENT OF  
DECEMBER 9, 2013,  
AS ANNUAL  
ORGANIZATIONAL  
MEETING OF THE  
BOARD OF TRUSTEES

It was moved, seconded, and carried by unanimous vote (5 – 0) to approve the establishment of Monday, December 9, 2013, at 7:30 p.m. as the Lowell Joint School District Annual Organizational Meeting to be held in the Board Room, located at 11019 Valley Home Avenue, Whittier, and authorized the Superintendent or designee to execute the necessary documents.

TECHNOLOGY  
SUMMER PROJECTS  
UPDATE

Mr. Ryan Gaviola, Director of Technology, shared with the Board of Trustees that during the summer the Technology Division made three classrooms more efficient and technology friendly. The computer labs at Meadow Green and Olita Elementary School and the STEM classroom at Rancho-Starbuck Junior High School each received furniture and/or new computers that are more conducive to learning.

LOWELL JOINT  
SCHOOL DISTRICT,  
BOARD OF TRUSTEES,  
REMOVAL FROM  
MEMBERSHIP IN THE  
LOS ANGELES SCHOOL  
TRUSTEES  
ASSOCIATION

It was moved, seconded, and carried by unanimous vote (5 – 0) to move voting on the Lowell Joint School District, Board of Trustees, removal from membership in the Los Angeles County School Trustees Association (LACSTA), to the December 9, 2013, Board Meeting.

REVISION OF THE  
2013/14 STUDENT  
ATTENDANCE  
CALENDAR

It was moved, seconded, and carried by unanimous vote (5 – 0) to approve the revision of the 2013/14 student attendance calendar, changing parent conferences from January 9 – 10, 2014, to January 16 – 17, 2014, and authorized the Superintendent or designee to execute the necessary documents.

**DISTRICT-WIDE  
TELEPHONE (VoIP)  
SYSTEM REPORT**

Mr. John Binchi, Director of Maintenance, Operations, and Facilities, and Mr. Gaviola shared that the District-Wide Telephone (VoIP) System is complete. This project was a huge undertaking in a short amount of time and the total project cost was \$58,784 less than projected. District-wide over 400 data drops were installed, 250 phones were connected, and additional drops will allow for expanding network for future computer labs and wireless infrastructure.

With any new system there are concerns, and these concerns are addressed as quickly as possible. The concerns ranged from connectivity issues to being able to call long distance or class to class.

**2012/13 CAPITAL  
FACILITIES REPORT  
PRESENTATION**

Mr. Binchi shared that pursuant to Government Code Section 66006(b), for Capital Facility fees collected, it is required to report a description of the fee and use; amount of current fees; beginning and ending balances; fees, interest and other income; date project will be completed (if applicable); description of inter-fund transfer loan (if applicable); refunds issued (if applicable).

**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.

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.

**UPDATE ON  
ASSEMBLY BILL 484**

Mrs. Rudek shared that California has a clear vision for public education, focused on great instruction and grounded in the new Common Core State Standards. Assembly Bill 484 establishes the primary purpose of the assessment system is: 1) to assist teachers, administrators, students, and parents to improve teaching and learning, and 2) to promote high-quality teaching, and learning, using a variety of assessment approaches and item types. AB 484 also establishes California's new statewide student assessment system, the "CalMapp – California Measurement of Academic Performance and Progress."

**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  
2013/14 #4**

Approved Purchase Order Report 2013/14 #4, which lists all purchase orders issued September 27, 2013, through October 22, 2013.

**Warrant Listing Report  
2013/14 #4**

Approved Warrant Listing Report 2013/14 #4, which lists all warrants issued October 1, 2013, through October 25, 2013.

Employer-Employee Relations/Personnel Report 2013/14 #4

Ratified Employer-Employee Relations/Personnel Report 2013/14 #4, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.

Approval of Nonpublic Agency Contract with Hollar Speech and Language Therapy to Provide Evaluation Services for the 2013/14 School Year

Approved the nonpublic agency contract with Hollar Speech and Language Therapy to provide speech and language evaluation services for the 2013/14 school year, for an estimated cost not to exceed \$2,500, and authorized the Superintendent or designee to execute the necessary documents.

Approval of the Consultant Agreement with Whittier Area Parents Association for the Developmentally Handicapped (WAPADH) to Provide Assistive Technology Assessment and Training Services for the 2013/14 School Year

Ratified the consultant agreement with Whittier Area Parents Association for the Developmentally Handicapped (WAPADH) for the 2013/14 school year to provide assessment and training in the area of assistive technology, not to exceed \$2,000, and authorized the Superintendent or designee to execute the necessary documents.

Change of Name on Previously Approved Agreements with Olive Crest Academy/Canal Street Elementary and Junior High School, a Nonpublic Nonsectarian School, to Approach Learning and Assessment Centers, Inc., to Provide Special Education Services for the 2013/14 School Year

Ratified the agreements, previously approved by the Board of Trustees on June 8, 2013, and September 16, 2013, with Olive Crest Academy/Canal Street Elementary and Junior High School, a nonpublic nonsectarian school, to be changed to reflect the company's legal name of Approach Learning and Assessment Centers, Inc., and its State of California non-public school certification, and authorized the Superintendent or designee to execute the necessary documents.

Approval of an Addendum to the Contract with Inside the Outdoors, Orange County Department of Education, to Provide a Traveling Scientist Assembly "Birds of Prey" for the Second Grade Students of El Portal Elementary School

Approved the addendum to the contract with Inside the Outdoors, Orange County Department of Education, to provide a traveling scientist assembly for the second grade students of El Portal Elementary School on February 5, 2014, grant funds will be utilized, if granted by the Orange County Department of Education, or the El Portal PTA will fund this expenditure, at the cost of \$6.60 per student, not to exceed \$495.00 (75 students) plus mileage of \$60.00, and authorized the Superintendent or designee to execute the necessary documents.

Approval of the Memorandum of Understanding Between the Walnut Valley Consortium Beginning Teacher Support and Assessment Induction Program and Lowell Joint School District for the 2013/14 School Year

Ratified the Memorandum of Understanding between Walnut Valley Consortium Beginning Teacher Support and Assessment Induction Program and Lowell Joint School District for the 2013/14 school year, and authorized the Superintendent or designee to execute the necessary documents.

BOARD MEMBER/  
SUPERINTENDENT  
COMMENTS

Dr. Howell thanked Whitney Takacs, Rancho-Starbuck Junior High School Counselor, for decorating the Bulletin Boards.

Dr. Howell and Mrs. Shackelford shared that the Halloween costumes were very creative and that staff members and families go above and beyond to ensure that this occasion is a joyous one for all ages.

Mr. Hinz stated that being able to participate in Red Ribbon Week, the Turkey Trot, and other school and community functions is a privilege and encourages everyone to do their part.

ADJOURNMENT

President Hinz declared the meeting adjourned at 8:44 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