

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

November 2, 2015

- CLOSED MEETING** President Shackelford called the meeting to order at 6:30 p.m. at the District Office, 11019 Valley Home Avenue, Whittier. President Shackelford declared the meeting recessed to closed session at 6:31 p.m.
- CALL TO ORDER** President Shackelford reconvened the meeting to open session at 7:30 p.m.
- The flag salute was led by Staci Shackelford, President Board of Trustees.
- Trustees Present: Darin W. Barber, William A. Hinz, Brandon R. Jones, Fred W. Schambeck, and Anastasia M. Shackelford.
- Trustees Absent: None.
- Staff Present: Bonnie Bell, Superintendent; Sheri McDonald, Assistant Superintendent of Curriculum and Instruction; and Andrea Reynolds, Assistant Superintendent of Administrative Services.
- REPORTING OUT ACTION (IF ANY) TAKEN IN CLOSED SESSION** The Board of Trustees took action (5 – 0) to approve the settlement agreement for Employee Identification Number FH8156828.
- INTRODUCTION/ WELCOME** President Shackelford welcomed guests.
- ACKNOWLEDGEMENT OF CORRESPONDENCE** None.
- APPROVAL OF AGENDA** It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the November 2, 2015, agenda.
- APPROVAL OF MINUTES** It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the October 5, 2015, Board Meeting.

TOPICS NOT ON THE  
AGENDA

None.

TIMELY INFORMATION  
FROM THE BOARD  
AND  
SUPERINTENDENT

Dr. Bell shared that since the last Board Meeting in October she had the opportunity to visit classrooms at Jordan, Meadow Green, El Portal, and Olita Elementary Schools and Rancho-Starbuck Intermediate. She will visit Macy Elementary tomorrow.

Dr. Bell further shared “that during the month of October, all of our schools held events in support of Red Ribbon Week or living a healthy life-style. In addition, all of our schools participated in the Great California Shakeout on October 15, to prepare staff and students on protocols in the event of an earthquake.” Also last month, Dr. Bell met with all of the principals and directors that she supervises to review their annual goals and objectives. During these meetings, Dr. Bell explained, the Board’s Strategic Goals were discussed and then they mutually developed appropriate goals for each employee to assist in accomplishing the Board goals.

The District’s new Technology Leadership Team has met two times this year. The last conversation surrounded the formation of a District Vision Statement for Technology. The District Technology Leadership Team is hopeful that they will finalize this statement at the next meeting this Thursday in order to present it to the Board of Trustees in December. The team’s biggest task at hand is determining an appropriate student device for instruction.

At the last meeting, information on the pros and cons of iPads, Android devices, Chromebooks, laptops, tablets, etc. were shared with the committee members. Each member of the team has been assigned multiple research articles on all of these devices in order to continue the conversation and make a decision at this upcoming meeting on Thursday.

Dr. Bell was able to attend the La Habra City School District’s Board Study Session last week. La Habra City School District’s Board is moving to paperless meetings. She was able to view the vendor presentation that was selected. She is hopeful that we will be able to move in this direction and will be providing the Board of Trustees with additional information in the coming months.

Finally Dr. Bell shared, “This Saturday is our annual 5K Turkey Trot. We are so fortunate to have the support of an Educational Foundation to assist with funding technology and our intramural sports program. We invite the entire community to join us, November 7, at Rancho-Starbuck Intermediate School for this worthwhile fundraiser. Registration begins at 6:30 a.m. and the race starts at 8:00 a.m. If you are not a runner or walker, come by and visit the booths – there will be information from local vendors, as well as several craft and food tables which is new this year. We hope to see everyone there.”

## SCHOOL REPORTS

Mr. Hinz shared that this Friday, November 5, Macy Elementary School will hold its *Monthly Award Assembly*. Certificates for Very Important Person and Student of the Month are given out for those students whom best represented the Character Education theme for October of 'Making Good Choices'. The sixth grade students are excited to attend the USC Campus for College Visitation Day. These students will explore the campus and sit in a classroom with a professor to ask and answer any questions about college they may have. Kindergarten students celebrate the culmination of their Kindergarten social studies unit of 'Customs of our First Thanksgiving.' On Friday, November 20, Kindergarten students will dress up as Pilgrims and Native Americans and Kindergarten families will bring in Thanksgiving cheeses, fruits, pies, and cider for their enjoyment.

Mrs. Shackelford stated during the week of October 26 to October 30, Jordan Elementary School students and families took part in Red Ribbon Week activities. Activities included: families decorating the campus, classroom poster contests, and student and family pledges to stay drug free. On October 30, Jordan students and families took part in the annual Halloween parade. Students were also able to display their decorated pumpkins and jack-o-lanterns in the pumpkin patch. Following the parade, Jordan held its first annual "Pumpkin Chuckin' Contest. It was a smashing success. The Board of Trustees and school staff would like to thank our local Albertson's, Vons, Sprouts, and Trader Joe's grocery stores for their generous donations toward the event. On Friday, November 6, Jordan will hold its citizenship assembly recognizing students who display the October Character Education Trait of "Making Good Choice." In addition students will also be recognized for Math and Reading progress, as well as perfect attendance.

Mr. Schambeck reported that 14 Costco employees are once again coming to El Portal Elementary School at 7:45 a.m. every Thursday morning and reading with students. This is the third year that this program has been in place. El Portal School held a Monster Bash last Friday, October 30, prior to their Halloween Parade. The campus was full of the Halloween spirit and the students loved being dressed up. El Portal is once again a host for the Orange County Department of Education's Guided Language and Acquisition Development or GLAD program. Fifth grade students will be participating in a week-long unit on the American Revolution. This opportunity provides professional development for staff and wonderful learning for students. On November 16, Kindergarten through second grade will hold their annual Potlatch. This celebration will begin at 10:00 a.m., with a Reader's Theater. The students will wear their headbands and friendship necklaces. Then they will exchange necklaces, make butter, and eat corn muffins to celebrate the first harvest.

SCHOOL REPORTS  
(Continued)

Mr. Jones stated many students were honored for their good character at the Awards Assembly. The school's theme for October was "Making Good Choices" and many students definitely earned this award. Olita recently completed a Move-a-Thon fundraiser in which they earned over \$25,000 for Olita PTA. On November 9, 2015, the Superstar Donators will be turning Mrs. V., the school's principal, into a giant ice cream sundae. These students will be pouring syrup, ice cream, and sprinkles all over her. Friday, November 6, 2015, Olita families are invited to the first ever, Olita Harvest Festival. There will be games, prizes, and food available. The Harvest Festival event begins at 4PM – and ends at 7PM. Come on out for some fun and games and support Olita School! The Book Fair is coming to Olita! During the week of November 16, 2015, students will have the opportunity to visit the book fair and purchase new stories to read.

Mrs. Shackelford shared that Meadow Green Elementary School's School Site Council met on October 7, 2015. The Council reviewed the school's Single Plan for Student Achievement and adopted the plan with a unanimous vote. The Meadow Green Monster Mash was held on Friday, October 23. Students enjoyed Trunk-o-Treating, games, food, music, and good times. The annual Halloween Parade took place on October 30. The Meadow Green PTA is hosting a Movie Night on Friday, November 6. Meadow Green is holding a Canned Food Drive again this year to benefit a local food bank. The drive begins today and runs through November 18.

Mr. Barber concluded that Rancho-Starbuck Intermediate School was able to participate in an online pilot program of Google Classroom. The students were able to expand their technology wings by using cloud-based programs and iPads. After school sports teams continue to play in tournaments this month. Volleyball, Flag-Football and Cross Country have had successful and exciting seasons. Basketball and Soccer tryouts occur in November. On November 4, Rancho-Starbuck will be conducting their first parent information night on Cyber Safety. The school staff is heavily advertising this event so that many families will be in attendance for this very important subject. The school's choir will be attending a workshop at Azusa Pacific University on November 6 and will be able to experience a college campus and receive music direction from a college professor. Rancho's popular Active Sock's Day takes place on November 13. The students and staff are going for a record of selling 800 pairs of socks. They invite the public to join them in helping them to beat the 630 pairs of socks sold last year's record. Finally, the holiday season will be kicked off with the Choir and Drama program on November 16, at 6:30 p.m., at Rancho-Starbuck Intermediate School.

ESTABLISHMENT OF  
DECEMBER 14, 2015, AS  
THE ANNUAL  
ORGANIZATIONAL  
MEETING OF THE  
BOARD OF TRUSTEES

It was moved, seconded, and carried by unanimous vote (5 – 0), that Monday, December 8, 2015, at 7:30 p.m. be established 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

Dr. Bell highlighted each school's Single Plan for Student Achievement (SPSA). The SPSA is linked to the Board's Strategic Goals, the Local Control Accountability Plan (LCAP) and with the District's Local Education Agency Plan (LEA Plan).

Dr. Bell shared that each school has conducted a comprehensive analysis of data and educational, research-based practices to identify focused areas for improvement. The sites' SPSAs describe the specific goals and strategies school staffs will implement. The Single Plans for Student Achievement will be posted on the District's website and available for review in the Curriculum and Instruction Department.

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.

NEW BOARD POLICY –  
HEALTHY  
WORKPLACES,  
HEALTHY FAMILIES  
ACT 2014 (BP 4050)

Ms. Reynolds shared that Assembly Bill 1522, Healthy Workplace, Healthy Families Act of 2014, entitles employees, who on or after July 1, 2015, who work in California for 30 or more days within a year from the beginning of employment are entitled to paid sick leave. The District currently does not have Board Policy regarding Healthy Workplace, Healthy Families Act 2014.

Board Policy 4050 is presented for first reading/information and will be brought back on December 14, 2015, for second reading and adoption.

CONSENT CALENDAR

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

Purchase Order Report  
2015/16 #4

Approved Purchase Order Report 2015/16 #4, which lists all purchase orders issued September 21, 2015, through October 19, 2015.

Warrant Listing Report  
2015/16 #4

Approved Warrant Listing Report 2015/16 #4, which lists all warrants issued September 28, 2015, through October 22, 2015.

Approval of Independent Contractor Agreement with Miltos Varkatzas to Provide Special Services and Advice in the Areas of Maintenance, Operations, and Facilities Services

Ratified the Independent Contractor Agreement with Miltos Varkatzas to provide special services and advice in the areas of maintenance, operations and facilities services at the rate of \$145 per hour, for a total amount not to exceed \$92,800 or 640 hours beginning October 22, 2015, and ending no later than October 21, 2016, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Independent Contract Agreement with Nicole Miller & Associations, Inc., to Provide Investigative Services for the District

Approved the Independent Contract Agreement with Nicole Miller & Association, Inc., for interview and/or investigation services, at the rate of \$115 per hour and not to exceed 85 hours, and authorized the Superintendent or designee to execute the necessary documents.

Employer-Employee Relations/Personnel Report 2015/16 #4

Ratified Employer-Employee Relations/Personnel Report 2015/16 #4, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.

Approval of Addition of the Speech Language Pathology Program to the Master Agreement with California State University, Long Beach

Ratified the addition of the Speech Language Pathology Program to the master agreement with California State University, Long Beach, and authorized the Superintendent or designee to execute the necessary documents.

Acceptance of Gift/Donations

Accepted the gifts/donations to the District, as listed below, and requested the Superintendent to write letters of appreciation to the donors, and authorized the Superintendent or designee to execute the necessary documents.

SchoolsFirst Federal Credit Union     \$1,500.00 to support the District Orientation Meeting

La Habra Rotary Club     Donation of 125 Backpacks Filled with School Supplies (Approximate Value \$3,125.00)

A.G. Lebard, III     \$100.00 to support Rancho-Starbuck Intermediate School Drumline

Approval of Memorandum of Understanding Agreement Number 42295, with the Orange County Department of Education Superintendent of Schools for Education Specialist Induction Program for the 2015/16 School Year

Ratified the Memorandum of Understanding, Agreement Number 42295, with the Orange County Department of Education Superintendent of Schools for Education Specialist Induction Program for the 2015/16 school year, from July 1, 2015, through June 30, 2016, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Master Contract with Individual Service Agreement for All Students with Mary Kay Gallagher, Gallagher Pediatric Therapy, a Nonpublic Nonsectarian Agency, to Provide Occupational and Physical Therapy Services for the 2015/16 School Year

Ratified the master contract with individual Service Agreements for all students with Mary Kay Gallagher, Gallagher Pediatric Therapy, a nonpublic nonsectarian agency, to provide direct occupational services for District students for the 2015/16 school year, at the rate of \$88.00 per hour, not to exceed \$7,000 per student per year, for the estimated annual expenditure of \$85,000, and authorized the Superintendent or designee to execute the agreement.

Approval of Agreement with Approach Learning and Assessment Centers, Inc., dba Olive Crest Academy, a Nonpublic Nonsectarian School, to Provide Special Education Services for the 2015/16 School Year

Ratified the agreement with Approach Learning and Assessment Center, Inc., dba Olive Crest Academy, a nonpublic nonsectarian school, to provide special education services for a District student, from October 5, 2015, through June 30, 2016, for a total cost of \$36,687.84 for the 2015/16 school year, and authorized the Superintendent or designee to execute the agreement.

Approval of Revisions to the Agreement with Cleta Harder Developmental School, a Nonpublic Nonsectarian School, to Provide Extended School Year During the 2013/14 School Year

Ratified the agreement with Cleta Harder Developmental School, a nonpublic nonsectarian school, to provide Extended School Year services for a District student, for a total of four (4) weeks at an increase cost to the District of \$13,400.00, and authorized the Superintendent or designee to execute the agreement.

Approval of Additional Individual Service Agreement with Mary Kay Gallagher, Gallagher Pediatric Therapy, a Nonpublic Nonsectarian Agency, to Provide Occupational and Physical Therapy Services for the 2014/15 School Year

Ratified the Individual Services Agreement adding the following student: Student Identification Number 1142546433, to the current contract with Mary Kay Gallagher, Gallagher Pediatric Therapy, a nonpublic nonsectarian agency, to provide occupational and physical therapy services for the 2014/15 school year, and authorized the Superintendent or designee to execute the agreement.

Approval of Independent Contractor Agreement with Mary Kay Gallagher, Gallagher Pediatric Therapy, a Nonpublic Nonsectarian Agency, to Provide Occupational and Physical Therapy Evaluative Services for Assessments for the 2015/16 School Year

Ratified the Independent Contractor Agreement with Mary Kay Gallagher, Gallagher Pediatric Therapy, a nonpublic nonsectarian agency, to provide evaluative services for assessments for District students for the 2015/16 school year, at the rate of \$200.00 per assessment, not to exceed \$5,000.00 per year, and authorized the Superintendent or designee to execute the agreement.

Approval of Amendment to Consultant Agreement with Science on the Go at El Portal Elementary School for the 2015/16 School Year

Ratified the amendment to the consultant agreement with Science on the Go at El Portal Elementary School, increasing the original contract from \$2,400.00 to \$2,475.00, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Trina Dunford to Provide Choral Music Instruction at Olita Elementary School for the 2015/16 School Year

Ratified the consultant agreement with Trina Dunford to provide choral music instruction at Olita Elementary School for the 2015/16 school year, at an hourly rate of \$15.00, and not to exceed \$3,000.00, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Christian Penuelas to Provide Drumline Instruction at Rancho-Starbuck Intermediate School for the 2015/16 School Year

Ratified the consultant agreement with Christian Penuelas to provide drumline instruction for the 2015/16 school year at Rancho-Starbuck Intermediate School, at an amount not to exceed \$200.00 to be paid from Rancho-Starbuck's Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.



Approval of Consultant Agreement with Edward Mijares to Provide Drumline Instruction at Rancho-Starbuck Intermediate School for the 2015/16 School Year

Ratified the consultant agreement with Edward Mijares to provide drumline instruction for the 2015/16 school year at Rancho-Starbuck Intermediate School, at an amount not to exceed \$500.00 to be paid from Rancho-Starbuck's Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Josh Pier to Provide Drumline Instruction at Rancho-Starbuck Intermediate School for the 2015/16 School Year

Ratified the consultant agreement with Josh Pier to provide drumline instruction for the 2015/16 school year at Rancho-Starbuck Intermediate School, at an amount not to exceed \$500.00 to be paid from Rancho-Starbuck's Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Brennan Zoellner to Provide Drumline Instruction at Rancho-Starbuck Intermediate School for the 2015/16 School Year

Ratified the consultant agreement with Brennan Zoellner to provide drumline instruction for the 2015/16 school year at Rancho-Starbuck Intermediate School, at an amount not to exceed \$500.00 to be paid from Rancho-Starbuck's Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Joshua Duran Escutia to Provide Drumline Instruction at Rancho-Starbuck Intermediate School for the 2015/16 School Year

Ratified the consultant agreement with Joshua Duran Escutia to provide drumline instruction for the 2015/16 school year at Rancho-Starbuck Intermediate School, at an amount not to exceed \$300.00 to be paid from Rancho-Starbuck's Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Sarah Lawson to Provide Piano Accompaniment for the Rancho-Starbuck Intermediate School Choir during the 2015/16 School Year

Ratified the consultant agreement with Sarah Lawson to provide piano accompaniment for the Rancho-Starbuck Intermediate School choir during the 2015/16 school year, at an amount not to exceed \$500.00 to be paid from Rancho-Starbuck's Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.

Approval of 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

Approved 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, if the Inside the Outdoors grant is not awarded of \$500.00 plus mileage of \$60.00, the expenditure will be paid from El Portal PTA, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Income Agreement with Orange County Department of Education, Agreement Number 42347 to Provide Instructional Coaching for Special Education Teachers During the 2015/16 School Year

Approved the Income Agreement with Orange County Department of Education, Agreement Number 42347, to provide instructional coaching for special education teachers during the 2015/16, for a total of \$1,500.00 for five half-day in-services at \$300.00 each day to be paid from Title II funds, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Income Agreement with Orange County Department of Education, Agreement Number 42364, to Provide Instructional Coaching for a Teacher During the 2015/16 School Year

Approved the Income Agreement with Orange County Department of Education, Agreement Number 42364, to provide instructional coaching for a teacher during the 2015/16 school year, for a total not to exceed \$4,200.00 for two full days and ten (10) 2-hour sessions to be paid from Title II funds, and authorized the Superintendent or designee to execute the necessary documents.

BOARD MEMBER/  
SUPERINTENDENT  
COMMENTS

Mrs. Shackelford shared that the Turkey Trot is on Saturday, November 7. You can still support the Lowell Joint Educational Foundation by running or volunteering. Registration begins at 6:30 a.m., and the race begins at 8:00 a.m.

Mrs. Shackelford also stated that Rancho-Starbuck's band program is holding a fundraising mattress sale in the Multi-use at Rancho-Starbuck.

ADJOURNMENT

President Shackelford declared the meeting adjourned at 8:05 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:  
\_\_\_\_\_, 2015

