

Lowell Joint School District  
11019 Valley Home Avenue, Whittier, CA 90603

MINUTES REGULAR MEETING OF THE BOARD OF TRUSTEES  
June 21, 2018

CALL TO ORDER

President Hinz called the meeting to order at 6:35 p.m. at the District Office, 11019 Valley Home Avenue, Whittier. President Hinz declared the meeting recessed to closed session at 6:35 p.m. In compliance with Government Code 54953, the Board will use teleconference for closed session in order to allow Board Anastacia Shackelford to participate in Closed Session. Any votes taken, as part of the teleconference, will be by roll call and reported out in open session. Mrs. Shackelford will post this meeting agenda at her location, which is at a residence, Surprise, AZ (17340 W. Bridge Street, Surprise, AZ 85388).

TOPICS NOT ON THE  
AGENDA

None.

CLOSED MEETING

President Hinz declared the meeting recessed to closed session at 6:35 p.m.

CALL TO ORDER

President Hinz reconvened the meeting to open session at 7:35 p.m. In compliance with Government Code 54953, the Board will use teleconference for closed session in order to allow Board Anastacia Shackelford to participate in Open Session. Any votes taken, as part of the teleconference, will be by roll call and reported out in open session. Mrs. Shackelford will post this meeting agenda at her location, which is at a residence, Surprise, AZ (17340 W. Bridge Street, Surprise, AZ 85388).

The flag salute was led by Dr. Sheri McDonald, Lowell Joint School District.

Trustees Present: William A. Hinz, Fred W. Schambeck, and Anastasia M. Shackelford (via teleconference), and Martin E. Tourville.

Trustees Absent: None.

Staff Present: Jim Coombs, Superintendent of Schools,  
Sheri McDonald, Assistant Superintendent of  
Instruction, and Andrea Reynolds, Assistant  
Superintendent of Administrative Services

REPORTING OUT ACTION  
(IF ANY) TAKEN IN  
CLOSED SESSION

In closed session the board took action (4-0) and agreed upon the terms of the said agreements for State Student Identification Number: 4380105363, and directed the Superintendent or designee to execute the necessary documents.

INTRODUCTION/  
WELCOME

President Hinz welcomed CSEA President Darleene Pullen, LJEA President Allison Fonti, guests, and staff members present.

ACKNOWLEDGEMENT OF  
CORRESPONDENCE

Mr. Schambeck spoke of the invitation he received for the LJEA /CSEA retirement dinner for Lowell Joint Employees.

APPROVAL OF AGENDA

It was moved, seconded, and carried by unanimous vote, (4 – 0) to approve the June 21, 2018, Board agenda.

Approval of Minutes

It was moved, seconded, and carried by unanimous vote, (4 – 0) to approve the minutes from the June 11, 2018, Board Meeting and the June 13, 2018 Special Board Meeting.

TIMELY INFORMATION  
FROM THE BOARD AND  
SUPERINTENDENT

Mr. Hinz spoke of communication received by email from an outside agency to register to vote

- Resolution 2017-18 No. 724  
Authorizing to Order a School  
Bond Election and  
Authorizing Necessary  
Actions in Connection to a  
School Bond Election
- It was moved, second, and carried by unanimous roll call vote (4-0) to adopt Resolution 2017-18 No. 724 in support of authorizing to order a school election bond as attached, and authorizing the Superintendent or designee to execute the necessary documents.
- Submission of Williams  
Litigation Settlement –  
Quarterly Uniform Complaint  
Report for Quarter April 1 –  
June 30, 2018
- It was moved, seconded, and carried by unanimous vote (4 – 0) to submit the William Litigation Settlement – Quarterly Uniform Complaint Report for Quarter April 1 – June 30, 2018, with zero complaints, and authorized the Superintendent or designee to execute the documents.
- Approval of Proposed  
Adopted 2018/19 Budget
- It was moved, seconded, and carried by unanimous vote (4 – 0) to adopt the Proposed 2018/19 Budget, and authorized the Superintendent or designee to execute the documents.
- Approval of Contract with the  
Lowell Joint Education  
Association for the Period July  
1, 2017, through June 30,  
2019, and AB1200 Report
- Mr. Coombs introduced Allison Fonti, LJEA President. Mr. Coombs shared that the bargaining sessions were a collaborative process and the teams had a positive working relationship. As such, both the District negotiating team and LJEA bargaining members were able to settle negotiations.
- Mrs. Fonti thanked the Board of Trustees and the Administrative Negotiating Team for the settling of negotiations.
- It was moved, seconded, and carried by unanimous vote (4 – 0) to approve the Lowell Joint Education Association for the period of July 1, 2017, through June 30, 2019, and AB1200 report, as attached, and authorized the Superintendent or designee to execute the necessary documents.
- Approval of the Certificated,  
Certificated Management and  
Supervisory, Classified  
Management, and Classified  
Confidential Salary Schedules  
Implementing a One Percent  
(1%) Increase Retroactive to  
July 1, 2017, for the 2017/18  
School Year and a Two  
Percent (2%) Increase  
Effective July 1, 2018, for the  
2018/19 School Year
- It was moved, seconded, and carried by unanimous vote (4 – 0) to approve the Certificated, Certificated Management and Supervisory, Classified Management, and Classified Confidential Salary Schedules, representing a one percent (1%) increase retroactive to July 1, 2017, for the 2017/18 school year, and representing a two percent (2%) increase effective July 1, 2018, for the 2018/19 school year, and authorized the Superintendent or designee to execute the necessary documents.
- Approval of the Amendment  
to the Superintendent, the  
Assistant Superintendent of  
Administrative Services, and  
the Assistant Superintendent  
of Instruction Contracts  
Representing a One Percent  
(1%) Salary Increase at the  
2017/18 Base Salary,  
Retroactive to July 1, 2017  
and a Two Percent (2%)  
Salary Increase at the 2018/19  
Base Salary, Effective July 1,  
2018
- It was moved, seconded, and carried by unanimous vote (4 – 0) to approve the amendment to the Superintendent, Assistant Superintendent, and the Assistant Superintendent of Instruction Contracts representing a one percent (1%) salary increase at the 2017/18 base salary, retroactive to July 1, 2017, and representing a two percent (2%) salary increase at the 2018/19 base salary, retroactive to July 1, 2018, and authorized the Superintendent or designee to execute the necessary documents.

- Approval of the Board of Trustees Monthly Salary Implementing a One Percent (1%) Increase Retroactive to July 1, 2017, for the 2017/18 School Year and a Two Percent (2%) Increase, Effective July 1, 2018, for the 2018/19 School Year
- It was moved, seconded, and carried by unanimous vote (4 – 0) to approve the Board of Trustees monthly salary representing a one percent (1%) increase retroactive to July 1, 2017, for the 2017/18 school year, and representing a two percent (2%) salary increase at the 2018/19 base salary, retroactive to July 1, 2018, and authorized the Superintendent or designee to execute the necessary documents.
- Resolution 2017/18 No. 730 Declaring All Management, Confidential, and All Represented and Unrepresented Employee Salaries Indefinite for the 2018/19 School Year
- Adopted Resolution 2017/18 No. 730 Declaring All Management, Confidential, and All Represented and Unrepresented Employee Salaries Indefinite for the 2017/18 School year, as attached, and authorized the Superintendent or designee to execute the necessary documents.
- Approval of Revised 2018-2020 District Local Control Accountability Plan (LCAP) Update
- Approved the Revised 2018-2020 District Local Control Accountability Plan (LCAP) Update
- Adoption of Response to Immigration Enforcement BP 5145.13
- As the District updates current Board Policies and accompanying Administrative Regulations regarding Immigration Enforcement (BP 5145.13) with current regulations and procedures, it is imperative to disseminate updated information. Proposed revisions are struck out and/or bold/underlined.  
Further input is welcomed and the revised Board Policy will be included on the September 13, 2018, Board agenda for second reading and approval.
- Approval of the 2018/19 Consolidated Application
- It was moved, seconded, and carried by unanimous vote (7 – 0) to approve and submit the 2018/19 Consolidated Application to the California Department of Education, and authorized the Superintendent or designee to execute the necessary documents.
- CONSENT CALENDAR
- It was moved, seconded, and carried by unanimous vote, (4 – 0), to approve/ratify the following items, under a consent procedure.
- Approval of Student Teaching Internship Credential Program Agreement with National University, Effective March 22, 2018, through June 30, 2019
- Approved the student teaching internship agreement with National University effective March 22, 2018, through June 30, 2019, and authorized the Superintendent or designee to execute the necessary documents.
- Approval of Agreement with the University of La Verne for Fieldwork and Teaching Experiences
- Approved the agreement with the University of La Verne for fieldwork and teaching experiences which allows students to be placed in Lowell Joint School District for fieldwork and supervised teaching experience, effective June 12, 2018 through June 30, 2023, unless terminated upon mutual consent of both parties.
- Approval of Memorandum of Understanding Between Whittier City Area Cooperative Special Education Program (“WACSEP”) and Lowell Joint School District for the School Year 2017/2018.
- Approved the Memorandum of Understanding Between Whittier City Area Cooperative Special Education Program (“WACSEP”) and Lowell Joint School District for the School Year 2017/2018, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Memorandum of Understanding Between Whittier City Area Cooperative Special Education Program (“WACSEP”) and Lowell Joint School District for the school year 2018/2019	Approved the Memorandum of Understanding Between Whittier City Area Cooperative Special Education Program (“WACSEP”) and Lowell Joint School District for the School Year 2018/2019, and authorized the Superintendent or designee to execute the necessary documents.
Approval to Pay the Orange County School Boards Association Annual Membership for the 2018/19 School Year	Approved to pay the Orange County School Boards Association (OCSBA) for the 2018/19 School year, at a membership total cost of \$125.00, and authorized the Superintendent or designee to execute the necessary documents.
Approval to Pay the California School Boards Association Membership for the 2018/19 School Year	Approved to pay the California School Boards Association for the 2018/19 School Year, at a membership total cost of \$7,279.00, and authorized the Superintendent or designee to execute the necessary documents.
Approval to Pay Association of California School Administrators for the 2018/19 School Year	Approved the Association of California School Administrators (ACSA) Membership for the 2018/19 school year, at a membership total cost of \$330.00, and authorized the Superintendent or designee to execute the necessary documents.
Approval to Pay the Whittier Area Chamber of Commerce Annual Membership for the 2018/19 School Year	Approved the Whittier Area Chamber of Commerce Annual Membership for the 2018/19 school year, at a membership total cost of \$330.00, and authorized the Superintendent or designee to execute the necessary documents.
Approval to Pay the La Habra Chamber of Commerce Annual Membership for the 2018/19 School Year	Approved the La Habra Chamber of Commerce Annual Membership for the 2018/19 school year, at a membership total cost of \$350.00, and authorized the Superintendent or designee to execute the necessary documents.
Purchase Order Report 2017/18 #12	Approved Purchase Order Report 2017/18 #12, as attached, which lists all purchase orders issued May 16, 2018, through May 30, 2018.
Warrant Listing Report 2017/18 #12	Approved Warrant Listing Report 2017/18 #12, as attached, which lists all warrants issued June 6, 2018, through June 14, 2018.
Approval of Dairy Piggyback Agreement with Driftwood Dairy for the 2018/19 School Year	Approved the piggyback contract agreement (No. 15-16-D-001 San Gabriel Cooperative Purchasing Group) between Lowell Joint School District and Driftwood Dairy for the 2018/19 school year, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Frozen and Staple Piggyback Agreement with Gold Star Foods for the 2018/19 School Year	Approved the piggyback contract with Gold Star Foods to provide frozen and staple products effective July 1, 2018, through June 30, 2019, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Piggyback Agreement with P&R Paper Supply Company for Paper Products for the 2018/19 School Year	Approved the piggyback contract with P & R Paper Supply Company effective July 1, 2018, through June 30, 2019, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Negative  
Student Nutrition Services  
Balances be Paid by General  
Fund

Approved the negative student nutrition services balances be paid by the General Fund, not to exceed \$2,800.00, and authorized the Superintendent or designee to execute the necessary documents.

Resolution 2017/18 No. 725  
Authorizing Inter-fund Cash  
Transfers for the 2018/19  
Fiscal Year

Adopted Resolution 2017/18 No. 725, Authorizing Inter-fund cash transfers for the 2018/19 school year, as attached, and authorized the Superintendent or designee to execute the necessary documents.

Resolution 2017/18 EA001  
– EA006 for Budget  
Adjustments

Adopted Resolution 2017/18 EA001 – EA006 for budget adjustments, as attached, and authorized the Superintendent or designee to execute the necessary documents.

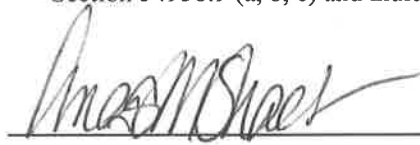
EMPLOYER-EMPLOYEE  
RELATIONS/PERSONNEL  
REPORT 2017-18 #12

Ratified Employer-Employee Relations/Personnel Report 2017/18 #12, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.

BOARD MEMBER /  
SUPERINTENDENT  
COMMENTS  
Adjournment

Mr. Schambeck mentioned that he had been at a number of the school sites and that they are in need of work and repair.

President Hinz declared the meeting adjourned at 7:54 p.m. in accordance with the 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:

8/13/18

To: President Hinz and Members, Board of Trustees

From: Jim Coombs, Superintendent

Subject: Resolution 2018-19 No. 724 of the Board of Trustees of the Lowell Joint School District Ordering a School Bond Election and Authorizing Necessary Actions in Connection Therewith

ACTION/  
(RESOLUTION)

The Board of Trustees (the "Board") of the District is authorized to order elections within the District and to designate the specifications thereof, pursuant to Sections 5304 and 5322 of the California Education Code (the "Education Code"). The Board is specifically authorized to order elections for the purpose of submitting to the electors the question of whether bonds of the District shall be issued and sold for the purpose of raising money for the purposes hereinafter specified, pursuant to Education Code Sections 15100 *et seq.*; and pursuant to Section 18 of Article XVI and Section 1 of Article XIII A of the California Constitution, and Section 15266 of the Education Code, school districts may seek approval of bonds and levy an *ad valorem* tax to repay those bonds upon a 55% vote of those voting on a proposition for the purposes hereinafter specified, provided certain accountability requirements are included in the proposition, including (a) that the proceeds from the sale of the bonds be used only for the purposes specified in Article XIII A, Section 1(b)(3) of the Constitution, and not for any other purpose, including teacher and administrator salaries and other school operating expenses, (b) that a list of the specific school facilities projects to be funded be included, which the school district board has certified that it has evaluated safety, class size reduction and information technology needs in developing, and (c) that performance and financial audits be required and there be oversight by an independent citizens' oversight committee to ensure that all funds are spent properly and as promised to the voters. The Board deems it necessary and advisable to submit such a bond proposition to the electors, which, if approved by 55% of the votes cast, would permit the District to issue its bonds; and Section 5303 of the Education Code provides that in an election to be conducted in a district situated in two or more counties, the county elections officials in the counties in which any part of the district territory is situated, shall, by mutual agreement, provide for the performance of the duties incident to the preparation for and holding of all district elections.

Such bond election would be conducted concurrent with a statewide primary election, general election or special election, or at a regularly scheduled local election at which all of the electors of the District are entitled to vote, as required by Section 15266 of the Education Code; and on November 6, 2018, a statewide general election is scheduled to be conducted throughout the District.

It is recommended that the Board approve and authorize this resolution placing a bond on the November 6, 2018 election for both Los Angeles County and Orange County.

Superintendent's Comment:

ADOPTION BY MAJORITY ROLL CALL VOTE.

## RESOLUTION NO. 724

### RESOLUTION OF THE BOARD OF TRUSTEES OF THE LOWELL JOINT SCHOOL DISTRICT ORDERING A SCHOOL BOND ELECTION, AND AUTHORIZING NECESSARY ACTIONS IN CONNECTION THEREWITH

---

**WHEREAS**, the Lowell Joint School District (the "District"), located primarily in the County of Los Angeles ("Los Angeles County") and partially in the County of Orange ("Orange County" and together with Los Angeles County, the "Counties"), was established in 1906 and is committed to providing students with a well-balanced educational program that nurtures academic growth in a safe, modern environment; and

**WHEREAS**, the schools within the District empower students to achieve success and expand learning beyond the walls of the classroom; and

**WHEREAS**, the schools within the District were built more than 50 years ago and, until now, the District has not asked the community to invest in the repair and maintenance of the District's schools through approval of a bond proposition; and

**WHEREAS**, it is necessary to make essential repairs and upgrades to the District's schools, facilities and classroom technology in the beloved century-old District so that the District can serve our students and community well for decades to come; and

**WHEREAS**, the scope of improvements needed to the schools within the District includes, but is not limited to, repair leaky roofs, old rusty plumbing and failing electrical systems, replace wood and support beams that have extensive termite damage and dry rot, renovate classroom facilities so they meet current building and safety standards, remove hazardous materials like asbestos and lead paint from school sites, upgrade classrooms, school facilities and technology to support high-quality instruction in math, science, technology and the arts, improve student safety and campus security systems including security fencing, security cameras, emergency communications systems, smoke detectors and fire alarms, improve heating, ventilation, air conditioning, insulation and doors to increase energy efficiency, and improve access to school facilities for students with disabilities; and

**WHEREAS**, the Board of Trustees (the "Board") of the District is authorized to order elections within the District and to designate the specifications thereof, pursuant to Sections 5304 and 5322 of the California Education Code (the "Education Code"); and

**WHEREAS**, the Board is specifically authorized to order elections for the purpose of submitting to the electors the question of whether bonds of the District shall be issued and sold for the purpose of raising money for the purposes hereinafter specified, pursuant to Education Code Sections 15100 *et seq.*; and

**WHEREAS**, pursuant to Section 18 of Article XVI and Section 1 of Article XIII A of the California Constitution, and Section 15266 of the Education Code, school districts may seek approval of bonds and levy an *ad valorem* tax to repay those bonds upon a 55% vote of those voting on a proposition for the purposes hereinafter specified, provided certain accountability requirements are included in the proposition, including (a) that the proceeds from the sale of the bonds be used only for the purposes specified in Article XIII A, Section 1(b)(3) of the Constitution, and not for any other purpose, including teacher and administrator salaries and other school operating expenses, (b) that a list of the specific school facilities projects to be funded be included, which the school district board has certified that it has evaluated safety, class size reduction and information technology needs in developing, and (c) that performance and financial audits be required and there be oversight by an independent citizens' oversight committee to ensure that all funds are spent properly and as promised to the voters; and

**WHEREAS**, the Board deems it necessary and advisable to submit such a bond proposition to the electors, which, if approved by 55% of the votes cast, would permit the District to issue its bonds; and

**WHEREAS**, Section 5303 of the Education Code provides that in an election to be conducted in a district situated in two or more counties, the county elections officials in the counties in which any part of the district territory is situated, shall, by mutual agreement, provide for the performance of the duties incident to the preparation for and holding of all district elections; and

**WHEREAS**, the Board understands that the Registrar of Voters of Los Angeles County (the "Los Angeles County Registrar of Voters") shall bear primary responsibility for conducting the election; and

**WHEREAS**, the District desires to request that the Los Angeles County Registrar of Voters and the Registrar of Voters of Orange County (the "Orange County Registrar of Voters" and together with the Los Angeles County Registrar of Voters, the "Registrars of Voters") come to a mutual agreement for the performance of such election official duties in connection with the bond proposition to be submitted to the voters in compliance with Section 5303 of the Education Code; and

**WHEREAS**, such a bond election must be conducted concurrent with a statewide primary election, general election or special election, or at a regularly scheduled local election at which all of the electors of the District are entitled to vote, as required by Section 15266 of the Education Code; and

**WHEREAS**, on November 6, 2018, a statewide general election is scheduled to be conducted throughout the District; and

**WHEREAS**, subsection (c) of Section 15100 of the Education Code provides that, before the governing board of a school district may order an election pursuant to Education Code Sections 15100 *et seq.*, it shall obtain reasonable and informed projections of assessed property valuations that take into consideration projections of assessed property valuations made by the county assessor; and



**WHEREAS**, although neither the Los Angeles County Assessor nor the Orange County Assessor make projections of assessed property valuations beyond next succeeding tax year, the Board has been presented with projections of assessed property valuations of the property within the boundaries of the District in connection with developing the bond proposition that take into consideration, among other things, the long-term historical average growth rates of assessed property valuations of the property within the boundaries of the District and the Board finds those projections to be reasonable and informed; and

**WHEREAS**, the Board has determined that, based upon such projections of assessed property valuation, if approved by voters, the tax rate levied to meet the debt service requirements of the bonds proposed to be issued will not exceed the maximum tax rate permitted by Section 15268 of the Education Code; and

**WHEREAS**, Section 9400 *et seq.* of the California Elections Code (the "Elections Code") requires that a tax information statement be contained in all official materials, including any voter information guide prepared, sponsored or distributed by the District, relating to the election; and

**WHEREAS**, the Board now desires to authorize the filing of a ballot argument in favor of the bond proposition to be submitted to the voters at the election; and

**WHEREAS**, if a project or projects to be funded by the bonds will require State of California matching grant funds for any phase, the sample ballot must contain a statement, in the form prescribed by law, advising the voters of that fact, and the Board finds that completion of no portion of the projects listed in the bond proposition set forth herein will require State matching grant funds for any phase thereof;

**NOW, THEREFORE**, be it resolved, determined and ordered by the Board of Trustees of the Lowell Joint School District as follows:

**Section 1.**     **Recitals.** All of the above recitals are true and correct.

**Section 2.**     **Specifications of Election Order; Required Certification.** Pursuant to Education Code Sections 5304, 5322, 15100 *et seq.*, and 15266, and Section 18 of Article XVI and Section 1 of Article XIII A of the California Constitution, a special election shall be held within the boundaries of the District on November 6, 2018, for the purpose of submitting to the registered voters of the District the bond proposition contained in Exhibit A attached hereto and incorporated herein. In accordance with Section 1 of Article XIII A of the California Constitution, and as provided in the text of the bond proposition, the Board hereby certifies that it has evaluated safety, class size reduction and information technology needs in developing the bond project list set forth in the bond proposition.

**Section 3.**     **Conduct of Election.** (a) *Request to County Officers.* Pursuant to Section 5303 of the Education Code, the Registrars of Voters are required to, and are hereby requested to, take all steps to hold the election in accordance with law and these specifications. The District hereby further requests that the Los Angeles County Registrar of Voters and the Orange County Registrar of Voters come to a mutual agreement for the performance of elections clerk

duties in connection with the bond proposition in compliance with Section 5303 of the Education Code.

(b) *Abbreviation of Proposition.* Pursuant to Sections 13119 and 13247 of the Elections Code and Sections 5322 and 15122 of the Education Code, the Board hereby directs the Registrars of Voters to use the following abbreviation of the bond proposition on the ballot:

*“To repair and modernize aging classrooms/school facilities at local elementary/intermediate schools, repair termite damage, dry rot, deteriorating roofs, plumbing, and electrical, improve student safety/security, and upgrade classrooms, science labs, and facilities to support student achievement in math, science, technology, and arts, shall Lowell Joint School District issue \$48,000,000 in bonds at legal rates, an estimated 3 cents per \$100 assessed valuation (\$3,000,000 annually) for approximately 33 years, with citizen oversight and all money locally controlled?”*

(c) *Voter Pamphlet.* The Registrars of Voters are hereby requested to reprint the full text of the bond proposition as set forth in Exhibit A in its entirety in the voter information pamphlet to be distributed to voters pursuant to Section 13307 of the Elections Code. In the event the full text of the bond proposition is not reprinted in the voter information pamphlet in its entirety, the Registrars of Voters are hereby requested to print, immediately below the impartial analysis of the bond proposition, in no less than 10-point boldface type, a legend substantially as follows:

*“The above statement is an impartial analysis of Measure \_\_. If you desire a copy of the measure, please call the Los Angeles County Registrar of Voters/Orange County Registrar of Voters at (800) 815-2666/(714) 567-7600 or the Lowell Joint School District at (562) 943-0211, and a copy will be mailed at no cost to you. Measure \_\_ is also available on the Internet at <http://www.ljsd.org/>.”*

(d) *Accountability Safeguards.* In the event the full text of the bond proposition is not reprinted in the voter information pamphlet in its entirety, the Registrars of Voters are hereby requested to include the following statement in the ballot in compliance with Section 15272 of the Education Code:

*“If Measure \_\_ is approved, the Board of Trustees of the Lowell Joint School District will appoint a citizens’ oversight committee and conduct annual independent audits to assure that bond funds are spent only on the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities, and for no other purposes.”*

(e) *State Matching Funds.* The District has determined that the projects to be funded from the proposed bonds will not require State matching funds for any phase thereof, and that Section 15122.5 of the Education Code does not apply to the bond proposition, and accordingly, the Registrars of Voters are directed not to include the disclosure otherwise required by Section 15122.5 of the Education Code.

(f) *Consolidation Requirement.* Pursuant to Section 15266(a) of the Education Code, the election shall be consolidated with the statewide general election on November 6, 2018, and pursuant to Education Code Section 5342 and Part 3 (commencing with Section 10400) of Division 10 of the Elections Code, the Registrars of Voters and the Board of Supervisors of the Counties are hereby requested to order consolidation of the election with such other elections as may be held on the same day in the same territory or in territory that is in part the same. The District hereby acknowledges that the consolidated election will be held and conducted in the manner prescribed by Section 10418 of the Elections Code.

(g) *Canvass of Results.* The Board of Supervisors of each of the Counties is authorized and requested to canvass the returns of the election, pursuant to Section 10411 of the Elections Code.

(h) *Required Vote.* Pursuant to Section 18 of Article XVI and Section 1 of Article XIII A of the California Constitution, the bond proposition shall become effective upon the affirmative vote of at least 55% of the voters of the District voting on the proposition.

(i) *Election Costs.* The District shall pay all costs of the election approved by the Board of Supervisors of each of the Counties pursuant to Education Code Section 5421.

**Section 4. Delivery of Order of Election to County Officers.** The Clerk of the Board of the District is hereby directed to cause to be filed as soon as practicable, and in any event no later than August 10, 2018 (which date is not fewer than 88 days prior to the date set for the election), one copy of this Resolution to each of the Registrar of Voters, including the tax information statement attached hereto as Exhibit B, containing the information required by Elections Code Section 9400 *et seq.*, completed and signed by the Superintendent of the District, and shall file a copy of this Resolution with the Clerk of the Board of Supervisors of each of the Counties.

**Section 5. Ballot Arguments.** The President of the Board, or any member or members of the Board as the President shall designate, are hereby authorized, but not directed, to prepare and file with each of the Registrar of Voters a ballot argument in favor of the bond proposition, within the time established by the Registrars of Voters, which shall be considered the official ballot argument of the Board as sponsor of the bond proposition.

**Section 6. Further Authorization.** (a) *General.* The members of the Board, the Superintendent of the District, and all other officers of the District are hereby authorized and directed, individually and collectively, to do any and all things that they deem necessary or advisable in order to effectuate the purposes of this resolution in accordance with the terms hereof and of applicable provisions of law.

(b) *Bond Proposition Exemption from Elections Code Section 13119.* In the event that legislation is passed on or before August 10, 2018, subsequent to the adoption of this Resolution, that exempts or temporarily suspends the bond proposition from the requirements of subsection (b) of Elections Code Section 13119, then (i) the entire ballot statement contained in Section (3)(b) herein shall be deemed deleted and replaced with the following ballot statement:

*“To repair and modernize aging classrooms/school facilities at local elementary/intermediate schools to meet current building/safety standards, repair termite damage, dry rot, deteriorating roofs, plumbing, and electrical, improve student safety/security systems, and upgrade classrooms, science labs, and facilities to support student achievement in math, science, technology, and arts, shall Lowell Joint School District issue \$48,000,000 in bonds at legal interest rates, with independent citizen oversight, no money for administrator salaries, and all money staying local?”*

and (ii) the section entitled “Estimated Ballot Information” contained in the full text of the bond proposition in Exhibit A attached hereto shall be deemed deleted therefrom in its entirety. To the extent such exemption or suspension becomes effective, the members of the Board, the Superintendent of the District, and all other officers of the District are hereby authorized and directed, individually and collectively, to coordinate and effectuate such replacement of the ballot statement contained in Section (3)(b) and modification to the full text of the bond proposition contained in Exhibit A attached hereto with the Registrars of Voters.

**Section 7. Effective Date.** This Resolution shall take effect upon its adoption by a two-thirds vote.

**PASSED AND ADOPTED** this day, June 21, 2018, by the following vote:

AYES: William Hinz, Fred Schambeck, Anastasia Shackelford, Martin Tourville

NOES: None


ABSTAIN: None

ABSENT: None

APPROVED: 4-0

  
\_\_\_\_\_  
President of the Board of Trustees of the Lowell  
Joint School District

Attest:

  
\_\_\_\_\_  
Clerk of the Board of Trustees of the  
Lowell Joint School District

## EXHIBIT A

### FULL TEXT OF BOND PROPOSITION

#### LOWELL JOINT SCHOOL DISTRICT SAFE NEIGHBORHOOD SCHOOLS MEASURE

This proposition may be known and referred to as the “Lowell Joint School District Safe Neighborhood Schools Measure” or as “Measure \_\_\_”.  
*[designation to be assigned by County Registrar of Voters]*

#### BOND AUTHORIZATION

By approval of this proposition by at least 55% of the voters of the Lowell Joint School District (the “District”) voting on the proposition, the District shall be authorized to issue and sell bonds of up to \$48,000,000 in aggregate principal amount to provide financing for the specific school facilities projects listed under the heading entitled “BOND PROJECT LIST” below (the “Bond Project List”), and qualify to receive State of California matching grant funds, subject to all of the accountability safeguards specified below.

#### ACCOUNTABILITY SAFEGUARDS

The provisions in this section are specifically included in this proposition in order that the voters and taxpayers of the District may be assured that their money will be spent to address specific school facilities needs of the District, all in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution, and the Strict Accountability in Local School Construction Bonds Act of 2000 (codified at Sections 15264 and following of the California Education Code (the “Education Code”)).

**Evaluation of Needs.** The Board of Trustees of the District (the “Board”) has prepared a facilities needs assessment plan in order to evaluate and address all of the facilities needs of the District at each campus and facility, and to determine which projects to finance from a local bond at this time. The Board hereby certifies that it has evaluated safety, class size reduction and information technology needs in developing the Bond Project List.

**Limitations on Use of Bonds.** Proceeds from the sale of bonds authorized by this proposition shall be used only for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities, and not for any other purpose, including teacher and administrator salaries and other school operating expenses.

**Independent Citizens’ Oversight Committee.** The Board shall establish an independent citizens’ oversight committee (pursuant to Education Code Section 15278 and following), to ensure bond proceeds are expended only for the

school facilities projects listed in the Bond Project List. The committee shall be established within 60 days of the date that the Board enters the election results on its minutes pursuant to Section 15274 of the Education Code. In accordance with Section 15282 of the Education Code, the citizens' oversight committee shall consist of at least seven members and shall include a member active in a business organization representing the business community located within the District, a member active in a senior citizens' organization, a member active in a bona fide taxpayers' organization, a member that is a parent or guardian of a child enrolled in the District, and a member that is both a parent or guardian of a child enrolled in the District and active in a parent-teacher organization. No employee or official of the District and no vendor, contractor or consultant of the District shall be appointed to the citizens' oversight committee.

**Annual Performance Audits.** The Board shall conduct an annual, independent performance audit to ensure that the bond proceeds have been expended only on the school facilities projects listed in the Bond Project List. These audits shall be conducted in accordance with the Government Auditing Standards issued by the Comptroller General of the United States for performance audits. The results of these audits shall be made publicly available and shall be submitted to the citizens' oversight committee in accordance with Section 15286 of the Education Code.

**Annual Financial Audits.** The Board shall conduct an annual, independent financial audit of the bond proceeds until all of those proceeds have been spent for the school facilities projects listed in the Bond Project List. These audits shall be conducted in accordance with the Government Auditing Standards issued by the Comptroller General of the United States for financial audits. The results of these audits shall be made publicly available and shall be submitted to the citizens' oversight committee in accordance with Section 15286 of the Education Code.

**Special Bond Proceeds Account; Annual Report to Board.** Upon approval of this proposition and the sale of any bonds approved, the Board shall take actions necessary to establish an account in which proceeds of the sale of bonds will be deposited. As long as any proceeds of the bonds remain unexpended, the Superintendent of the District shall cause a report to be filed with the Board no later than January 1 of each year, commencing on the first January 1 after the sale of the first series of bonds, stating (a) the amount of bond proceeds received and expended in that year, and (b) the status of any project funded or to be funded from bond proceeds. The report may relate to the calendar year, fiscal year, or other appropriate annual period as the Superintendent of the District shall determine, and may be incorporated into the annual budget, audit, or other appropriate routine report to the Board.

### **FURTHER SPECIFICATIONS**

**Joint-Use Projects.** The District may enter into agreements with other public agencies or nonprofit organizations for joint use of school facilities financed with the proceeds of the bonds in accordance with Education Code Section 17077.42 (or any successor provision). The District may seek State grant

funds for eligible joint-use projects as permitted by law, and this proposition hereby specifies and acknowledges that bond funds will or may be used to fund all or a portion of the local share for any eligible joint-use projects identified in the Bond Project List or as otherwise permitted by California State regulations, as the Board shall determine.

**Single Purpose.** All of the purposes enumerated in this proposition shall be united and voted upon as one single proposition, pursuant to Education Code Section 15100, and all the enumerated purposes shall constitute the specific single purpose of the bonds, and proceeds of the bonds shall be spent only for such purpose, pursuant to California Government Code Section 53410.

**Other Terms of the Bonds.** When sold, the bonds shall bear interest at an annual rate not exceeding the statutory maximum, and that interest shall be made payable at the time or times permitted by law. The bonds may be issued and sold in several series, and no bond shall be made to mature more than the statutory maximum number of years from the date borne by that bond.

### **ESTIMATED BALLOT INFORMATION**

The District is required by law to include in the statement of the measure to be voted on estimates of the amount of money to be raised annually to repay the bonds and the rate and duration of the tax to be levied for the bonds. As of the time this proposition was placed on the ballot, the District estimated \$3,000,000 would be raised annually for the repayment of the authorized bonds for approximately 33 years at a projected tax rate of 3 cents per \$100 of assessed valuation. Attention of all voters is directed to the fact that such information is based upon the District's projections and estimates only, which are not binding upon the District. The amount of money to be raised annually and the rate and duration of the tax to be levied for the bonds may vary from those presently estimated due to variations from these estimates in the timing of bond sales, the amount of bonds sold and market interest rates at the time of each sale, and actual assessed valuations over the term of repayment of the bonds. The dates of sale and the amount of bonds sold at any given time will be determined by the District based on need for construction funds and other factors. The actual interest rates at which the bonds will be sold will depend on the bond market at the time of each sale. Actual future assessed valuation will depend upon the amount and value of taxable property within the District as determined by the County Assessor in the annual assessment and the equalization process.

### **BOND PROJECT LIST**

The Bond Project List below lists the specific projects the District proposes to finance with proceeds of the bonds. The Bond Project List shall be considered a part of the bond proposition and shall be reproduced in any official document required to contain the full statement of the bond proposition. Listed projects will be completed as needed at a particular school or facility site according to Board-established priorities, and the order in which such projects appear on the Bond Project List is not an indication of priority for funding or completion. Any authorized repairs shall be capital expenditures. The Bond



Project List does not authorize non-capital expenditures. Each project is assumed to include its share of costs of the election and bond issuance, construction-related costs, such as project and construction management, architectural, engineering, inspection and similar planning and testing costs, demolition and interim housing costs, legal, accounting and similar fees, costs related to the independent annual financial and performance audits, a contingency for unforeseen design and construction costs, and other costs incidental to or necessary for completion of the listed projects (whether the related work is performed by the District or third parties). The final cost of each project will be determined as plans are finalized, construction bids are awarded, and projects are completed. In addition, certain construction funds expected from non-bond sources, including State of California grant funds for eligible projects, have not yet been secured. Therefore, the Board cannot guarantee that the bonds will provide sufficient funds to allow completion of all listed projects. Alternatively, if the District obtains unexpected funds from non-bond sources with respect to listed projects, such projects may be enhanced, supplemented or expanded to the extent of such funds. Some projects may be subject to further government approvals, including by State officials and boards and/or local environmental or agency approval. Inclusion of a project on the Bond Project List is not a guarantee that the project will be completed (regardless of whether bond funds are available).

The specific projects authorized to be financed with proceeds of the bonds under this proposition are as follows:

<b>SAFE NEIGHBORHOOD SCHOOLS PROJECTS</b>		
<b>The following projects are authorized to be financed at the following sites:</b>		
<b>Meadow Green Elementary School</b>	<b>El Portal Elementary School</b>	<b>Macy Elementary School</b>
<b>Olita Elementary School</b>	<b>Rancho-Starbuck Intermediate School</b>	<b>Jordan Elementary School</b>
<b>District Office</b>	<b>Maintenance &amp; Operations Site</b>	
<ul style="list-style-type: none"> <li>• Modernize, upgrade, renovate, replace, rehabilitate, re-configure, expand, acquire and install, and/or upgrade classrooms, classroom buildings, labs, restrooms, common areas and grounds and school support facilities (including library, multipurpose room/auditorium, kitchen, food storage, preparation and service, cafeteria, workrooms and office/staff support facilities, whether permanent, portable or modular, including interior and exterior (as applicable) doors, windows, door and window hardware, roofs, flashing, rain gutters and downspouts, walls, ceilings and floors and finishes, paint, siding, insulation, casework, cabinets, secured storage, carpets, tiles, baseboards, drapes, window coverings, infrastructure, lighting, sinks, drinking fountains, fixtures, signage, fencing, landscaping, whiteboards, furniture and equipment.</li> <li>• Renovate, replace, upgrade, acquire, install and/or integrate major site/building/utility systems, equipment and related infrastructure and housing, including lighting, electrical (including wiring and related infrastructure for modern technology), heating, refrigeration, cooling and ventilation, water, sewer, gas, irrigation, drainage, and energy efficiency/management monitoring systems, networks, fixtures, equipment and controls.</li> </ul>		

- Construct additional classrooms/classroom buildings, restrooms, and related school facilities.
- Acquire, install and/or construct renewable energy and/or energy-saving systems, improvements and equipment, including photovoltaic solar panels, electricity generation and distribution systems, upgraded insulation, efficient lighting, energy management and conservation systems, and structures to support such systems, improvements and equipment and related infrastructure. Rehabilitate, renovate, upgrade and/or replace such systems, improvements and equipment as needed in the future.
- Replace portable classroom buildings with modular or permanent classroom buildings.
- Construct, improve, reconfigure, expand, and/or install parking areas, including the acquisition and installation of safety bollards.
- Construction and/or installation of access improvements for disabled persons, as required by state and federal law.
- Upgrade, expand and/or acquire and install fire alarm, fire protection (including sprinklers), bell, clock, intercom, phone, data, instructional media and communication systems.
- Upgrade, expand and/or acquire and install fencing, gates, locks, security lighting, security alarm and related security systems, video surveillance, and electronic site marquees.
- The inspection, sampling and analysis of grounds and buildings to determine the presence of termites and the removal, disposal and other remediation or control of such termites or related damage cause thereby.
- Renovate, resurface, upgrade, expand, construct and/or install and improve paved, concrete, and other hard surfaces, including pathways, sidewalks, lunch shelters, and covered walkways.
- Renovate, resurface, upgrade, expand, construct and/or install play and outside instructional areas, play grounds, playfields, physical education/athletic fields and related facilities, and acquire, improve, replace and/or upgrade playground equipment and fixtures.

All or portions of these projects may be used as joint-use projects within the meaning of Section 17077.42(c) of the Education Code (or any successor provision).

### MISCELLANEOUS

**All listed bond projects include the following as needed:**

- Removal of hazardous materials such as asbestos and lead paint as needed.
- Planning and designing necessary for listed bond projects, including post-construction Division of the State Architect certification.
- Acquisition of any rights-of-way, easements, and/or real property made necessary by listed bond projects, or lease of real property for the listed school facilities projects.
- Necessary onsite and offsite preparation or restoration in connection with new construction, renovation or remodeling, or installation or removal of relocatable buildings, including demolition of structures; removing, replacing, or installing irrigation, drainage, utility lines (gas, water, sewer, electrical, data and voice, etc.),

trees and landscaping; relocating fire access roads; and acquiring any necessary easements, licenses, land or rights of way made necessary by listed bond projects.

- Address other unforeseen conditions revealed by construction, renovation or modernization (including plumbing or gas line breaks, dry rot, seismic and structural deficiencies, etc.).
- Acquire or construct storage facilities and other space on an interim basis, as needed to accommodate construction materials, equipment, and personnel, and interim classrooms (including relocatables/portables) for students and school functions or other storage for classroom materials displaced during construction.
- For any project involving renovation, rehabilitation or repair of a building or the major portion of a building, the District shall be authorized to proceed with new replacement construction/re-construction instead (including any necessary demolition), if the Board of Trustees of the District determines that replacement and new construction/re-construction is more practical than renovation, rehabilitation and repair, considering the building's age, condition, expected remaining life, comparative cost and other relevant factors.
- Furnishing and equipping of classrooms and other school facilities; furnishing and equipping shall include initial purchases, and scheduled and necessary replacements, upgrades and updating of technology.
- All other costs and work necessary and incidental to the listed bond projects.

### GENERAL PROVISIONS

**Severability.** If any provision of this bond proposition, or part thereof, is for any reason held by a court of competent jurisdiction to be invalid for any reason, the remaining provisions shall not be affected, but shall remain in full force and effect, and to this end the provisions of this bond proposition are severable.

**Headings.** The headings or titles of the sections of the bond proposition, including any headings or titles included in the bond project list, are solely for convenience of reference and shall not affect the meaning, construction or effect of the bond proposition.

## EXHIBIT B

### TAX INFORMATION STATEMENT

An election will be held in the Lowell Joint School District (the "District") on November 6, 2018, to authorize the sale of up to \$48,000,000 in bonds of the District to finance school facilities as described in the proposition. If the bonds are approved, the District expects to issue the bonds in multiple series over time. Principal and interest on the bonds will be payable from the proceeds of tax levies made upon the taxable property in the District. The following information is provided in compliance with Sections 9400 through 9405 of the California Elections Code.

1. The best estimate of the average annual tax rate that would be required to be levied to fund this bond issue over the entire duration of the bond debt service, based on assessed valuations available at the time of filing of this statement, is 3 cents per \$100 (\$30.00 per \$100,000) of assessed valuation. The final fiscal year in which the tax to be levied to fund this bond issue is anticipated to be collected is fiscal year 2051-52.
2. The best estimate of the highest tax rate that would be required to be levied to fund this bond issue, based on estimated assessed valuations available at the time of filing of this statement, is 3 cents per \$100 (\$30.00 per \$100,000) of assessed valuation, which is projected to be the same in every fiscal year that the bonds remain outstanding.
3. The best estimate of the total debt service, including the principal and interest, that would be required to be repaid if all of the bonds are issued and sold is approximately \$95,661,874.

Voters should note that estimated tax rates are based on the *ASSESSED VALUE* of taxable property on the County's official tax rolls, *not* on the property's market value, which could be more or less than the assessed value. In addition, taxpayers eligible for a property tax exemption, such as the homeowner's exemption, will be taxed at a lower effective tax rate than described above. Certain taxpayers may also be eligible to postpone payment of taxes. Property owners should consult their own property tax bills and tax advisors to determine their property's assessed value and any applicable tax exemptions.

Attention of all voters is directed to the fact that the foregoing information is based upon the District's projections and estimates only, which are not binding upon the District. The average annual tax rate, the highest tax rate and the year or years in which they will apply, and the actual total debt service, may vary from those presently estimated due to variations in the timing of bond sales, the amount of bonds sold, market interest rates at the time of each sale, and actual assessed valuations over the term of repayment of the bonds. The dates of sale and the amount of bonds sold at any given time will be determined by the District based on need for construction funds and other factors, including the legal limitations on bonds approved by a 55% affirmative vote. The actual interest rates at which the bonds will be sold will depend on the bond market at the time of each sale. Actual future assessed valuation will depend upon the amount and value of taxable property within the District as determined by the County Assessor in the annual assessment and the equalization process.

Dated: 6/21, 2018.

  
\_\_\_\_\_  
Superintendent, Lowell Joint School District

CLERK'S CERTIFICATE

I, A Shackelford, Clerk of the Board of Trustees of the Lowell Joint School District, Counties of Los Angeles and Orange, California, hereby certify as follows:

The attached is a full, true and correct copy of a resolution duly adopted at a regular meeting of the Board of Trustees of the District duly and regularly held at the regular meeting place thereof on June 21, 2018, and entered in the minutes thereof, of which meeting all of the members of the Board of Trustees had due notice and at which a quorum thereof was present. The resolution was adopted by the following vote:

AYES: William A. Hinz, Fred Schambeck, Anastasia Shackelford, Martin Tourville

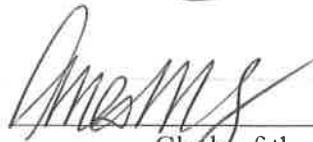
NOES: None

ABSTAIN: None

ABSENT: None

An agenda of the meeting was posted at least 72 hours beforehand at 11019 Valley Home Avenue, Whittier, California, a location freely accessible to members of the public, and a brief description of the adopted resolution appeared on the agenda. A copy of the agenda is attached hereto. The resolution has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect.

WITNESS my hand this 21 day of June, 2018.



\_\_\_\_\_  
Clerk of the Board of Trustees  
Lowell Joint School District



Print Form

# 2017-18 Quarterly Report Williams Legislation Uniform Complaints

**District:** Lowell Joint School District

**District Contact:** MJ Evanoff

**Title:** Executive Assistant to the Superintendent


- Quarter #1 July 1 - September 30, 2017 **Report due by October 27, 2017**
- Quarter #2 October 1 - December 31, 2017 **Report due by January 26, 2018**
- Quarter #3 January 1 - March 31, 2018 **Report due by April 27, 2018**
- Quarter #4 April 1 - June 30, 2018 **Report due by July 27, 2018**

**Check the box that applies:**

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of the complaints.

Type of Complaint	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials			
Teacher Vacancies or Misassignments			
Facility Conditions			
<b>TOTALS</b>			

Name of Superintendent: Jim Coombs

Signature of Superintendent:  Date: 06/21/19

**Please submit to:**

Thea Savas  
Senior Administrative Assistant  
200 Kalmus Drive, B-1009  
P.O. Box 9050, Costa Mesa, CA 92628-9050

Phone: (714) 966-4336; Email: tsavas@ocde.us; Fax: (714) 327-1371



**Los Angeles County  
Office of Education**  
Serving Students • Supporting Communities  
Leading Educators

**Williams Lawsuit Settlement  
Quarterly Report on Uniform Complaints 2017-2018**

District Name: Lowell Joint School District

Date: June 21, 2018

Person completing this form: MJ Evanoff

Title: Executive Assistant to the Superintendent

Quarter covered by this report (Check One Below):

- |                                             |                          |                  |
|---------------------------------------------|--------------------------|------------------|
| <input type="checkbox"/> 1st QTR            | July 1 to September 30   | Due 20-Oct 2017  |
| <input type="checkbox"/> 2nd QTR            | October 1 to December 31 | Due 19- Jan 2018 |
| <input type="checkbox"/> 3rd QTR            | January 1 to March 31    | Due 20-Apr 2018  |
| <input checked="" type="checkbox"/> 4th QTR | April 1 to June 30       | Due 20-Jul 2018  |

Date for information to be reported publicly at governing board meeting: June 21, 2018

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials			
Facilities			
Teacher Vacancy and Misassignment			
TOTAL			

Print Name of District Superintendent Jim Coombs

Signature of District Superintendent  Date 06/21/18

Return the **Quarterly Summary** to:  
Williams Legislation Implementation Project  
Los Angeles County Office of Education  
c/o Kirit Chauhan, Williams Settlement Legislation  
9300 Imperial Highway, ASM/Williams ECW 284  
Downey, CA 90242

Telephone: (562) 803-8382  
FAX: (562) 803-8325  
E-Mail: Chauhan\_Kirit@lacoed.edu

TENTATIVE AGREEMENT BETWEEN THE LOWELL JOINT SCHOOL DISTRICT  
AND THE  
LOWELL JOINT EDUCATION ASSOCIATION

This tentative agreement is subject to ratification by the District's Board of Trustees and the LJEAs membership. This proposal closes all contract sections through the 2018/19 year.

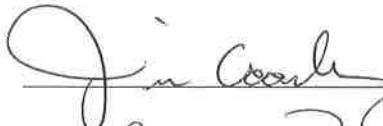
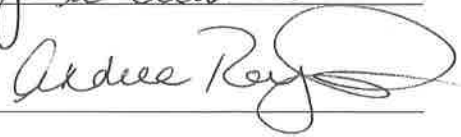
ARTICLE 23  
SALARIES

- A. For the 2017/18 school year, unit members shall receive a 1% retroactive increase, effective July 1, 2017, to base salary earnings (excluding stipends and other remuneration).

For the 2018/19 school year, effective July 1, 2018, unit members shall receive a 2% increase to base salary earnings (excluding stipends and other remuneration).

Signed this 11th day of June, 2018

FOR THE DISTRICT

  
\_\_\_\_\_  
  
\_\_\_\_\_

FOR LJEAs

  
\_\_\_\_\_  
  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Los Angeles County Office of Education  
Business Advisory Services**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT  
in accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5**

Name of School District: Lowell Joint School District  
 Name of Bargaining Unit: Lowell Joint Education Association  
 Certificated, Classified, Other: Certificated

The proposed agreement covers the period beginning: July 1, 2017 and ending: June 30, 2019  
 (date) (date)

The Governing Board will act upon this agreement on: June 25, 2018  
 (date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation**

Bargaining Unit Compensation  All Funds - Combined	Annual Cost Prior to Proposed Settlement	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease) 2017-18	Year 2 Increase/(Decrease) 2018-19	Year 3 Increase/(Decrease) 2019-20
1. <b>Salary Schedule</b> Including Step and Column	\$ 11,440,689	\$ 114,407	\$ 230,052	
		1.00%	1.99%	0.00%
2. <b>Other Compensation</b> Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.				
<b>Description of Other Compensation</b>				
3. <b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 2,142,800	\$ 21,428	\$ 44,713	
		1.00%	2.07%	0.00%
4. <b>Health/Welfare Plans</b>				
5. <b>Total Bargaining Unit Compensation</b> Add Items 1 through 4 to equal 5	\$ 13,583,489	\$ 135,835	\$ 274,765	\$ -
		1.00%	2.00%	0.00%
6. <b>Total Number of Bargaining Unit Employees (Use FTEs if appropriate)</b>	135.10			
7. <b>Total Compensation <u>Average</u> Cost per Bargaining Unit Employee</b>	\$ 100,544	\$ 1,005	\$ 2,034	\$ -
		1.00%	2.00%	0.00%

Lowell Joint School District  
Lowell Joint Education Association

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a full year, what is the annualized percentage of that change for "Year 1"?

Salary increases (excluding stipends and other remunerations) for the following: 1% retroactive increase for the 2017/18 year, and 2% salary increase for the 2018/19 year.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No.

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

Contract is closed through June 30, 2019

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits?

Yes  No

If yes, please describe the cap amount.

Floating Cap equal to the CALPers Kaiser Family rate for LA County region.

**B. Proposed negotiated changes in noncompensation items** (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

n/a

**C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement?** Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

n/a

Lowell Joint School District  
Lowell Joint Education Association

**D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?**

None.

**E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

Not applicable.

**F. Source of Funding for Proposed Agreement:**

1. Current Year

LCFF funds and partial reserves.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

n/a

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

The subsequent year in this agreement is 2018/19 and the May Revise LCFF assumptions were used and are funding this raise.

## Lowell Joint School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

**Unrestricted General Fund**  
 Bargaining Unit: Lowell Joint Education Association

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 6/26/17)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ 24,858,351			\$ 24,858,351
Federal Revenue 8100-8299	\$ 8,500			\$ 8,500
Other State Revenue 8300-8599	\$ 1,032,093			\$ 1,032,093
Other Local Revenue 8600-8799	\$ 168,748			\$ 168,748
<b>TOTAL REVENUES</b>	\$ 26,067,692		\$ -	\$ 26,067,692
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 12,110,374	\$ 114,407	\$ 19,198	\$ 12,243,979
Classified Salaries 2000-2999	\$ 3,147,827		\$ 4,514	\$ 3,152,341
Employee Benefits 3000-3999	\$ 6,122,277	\$ 21,428	\$ 11,728	\$ 6,155,433
Books and Supplies 4000-4999	\$ 1,214,435			\$ 1,214,435
Services and Other Operating Expenditures 5000-5999	\$ 1,994,714			\$ 1,994,714
Capital Outlay 6000-6999	\$ 65,000			\$ 65,000
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ 126,508			\$ 126,508
Transfers of Indirect Costs 7300-7399	\$ (49,531)		\$ -	\$ (49,531)
<b>TOTAL EXPENDITURES</b>	\$ 24,731,604	\$ 135,835	\$ 35,440	\$ 24,902,879
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979		\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 2,200	\$ -	\$ -	\$ 2,200
Contributions 8980-8999	\$ (1,834,261)	\$ -	\$ -	\$ (1,834,261)
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (500,373)	\$ (135,835)	\$ (35,440)	\$ (671,648)
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 5,767,220			\$ 5,767,220
Audit Adjustments/Other Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 5,266,847	\$ (135,835)	\$ (35,440)	\$ 5,095,572
<b>COMPONENTS OF ENDING FUND BALANCE:</b>				
Nonspendable 9711-9719	\$ 10,000	\$ -	\$ -	\$ 10,000
Restricted 9740				
Committed 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned 9780	\$ 1,619,645	\$ -	\$ -	\$ 1,619,645
Reserve for Economic Uncertainties 9789	\$ 1,521,583	\$ -	\$ -	\$ 1,521,583
Unassigned/Unappropriated Amount 9790	\$ 2,115,619	\$ (135,835)	\$ (35,440)	\$ 1,944,344

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

## Lowell Joint School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET****Restricted General Fund**

Bargaining Unit:

Lowell Joint Education Association

Object Code		Column 1	Column 2	Column 3	Column 4
		Latest Board- Approved Budget Before Settlement (As of 6/26/17)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>					
LCFF Revenue	8010-8099	\$ -		\$ -	\$ -
Federal Revenue	8100-8299	\$ 1,503,072		\$ -	\$ 1,503,072
Other State Revenue	8300-8599	\$ 405,487		\$ -	\$ 405,487
Other Local Revenue	8600-8799	\$ 1,879,681		\$ -	\$ 1,879,681
<b>TOTAL REVENUES</b>		\$ 3,788,240		\$ -	\$ 3,788,240
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ 2,144,936	\$ -	\$ -	\$ 2,144,936
Classified Salaries	2000-2999	\$ 922,434	\$ -	\$ -	\$ 922,434
Employee Benefits	3000-3999	\$ 972,562	\$ -	\$ -	\$ 972,562
Books and Supplies	4000-4999	\$ 719,847		\$ -	\$ 719,847
Services and Other Operating Expenditures	5000-5999	\$ 436,570		\$ -	\$ 436,570
Capital Outlay	6000-6999	\$ -		\$ -	\$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	\$ 482,824		\$ -	\$ 482,824
Transfers of Indirect Costs	7300-7399	\$ 20,881		\$ -	\$ 20,881
<b>TOTAL EXPENDITURES</b>		\$ 5,700,054	\$ -	\$ -	\$ 5,700,054
<b>OTHER FINANCING SOURCES/USES</b>					
Transfers In and Other Sources	8900-8979		\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -	\$ -
Contributions	8980-8999	\$ 1,834,261	\$ -	\$ -	\$ 1,834,261
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ (77,553)	\$ -	\$ -	\$ (77,553)
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ 77,554			\$ 77,554
Audit Adjustments/Other Restatements	9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>		\$ 1	\$ -	\$ -	\$ 1
<b>COMPONENTS OF ENDING FUND BALANCE:</b>					
Nonspendable	9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted	9740		\$ -	\$ -	\$ -
Committed	9750-9760				
Assigned Amounts	9780				
Reserve for Economic Uncertainties	9789		\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ 1	\$ -	\$ -	\$ 1

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

## Lowell Joint School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET****Combined General Fund**

Bargaining Unit:

Lowell Joint Education Association

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 6/26/17)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ 24,858,351		\$ -	\$ 24,858,351
Federal Revenue 8100-8299	\$ 1,511,572		\$ -	\$ 1,511,572
Other State Revenue 8300-8599	\$ 1,437,580		\$ -	\$ 1,437,580
Other Local Revenue 8600-8799	\$ 2,048,429		\$ -	\$ 2,048,429
<b>TOTAL REVENUES</b>	\$ 29,855,932		\$ -	\$ 29,855,932
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 14,255,310	\$ 114,407	\$ 19,198	\$ 14,388,915
Classified Salaries 2000-2999	\$ 4,070,261	\$ -	\$ 4,514	\$ 4,074,775
Employee Benefits 3000-3999	\$ 7,094,839	\$ 21,428	\$ 11,728	\$ 7,127,995
Books and Supplies 4000-4999	\$ 1,934,282		\$ -	\$ 1,934,282
Services and Other Operating Expenditures 5000-5999	\$ 2,431,284		\$ -	\$ 2,431,284
Capital Outlay 6000-6999	\$ 65,000		\$ -	\$ 65,000
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ 609,332		\$ -	\$ 609,332
Transfers of Indirect Costs 7300-7399	\$ (28,650)		\$ -	\$ (28,650)
<b>TOTAL EXPENDITURES</b>	\$ 30,431,658	\$ 135,835	\$ 35,440	\$ 30,602,933
<b>OTHER FINANCING SOURCES/USES</b>				
Transfer In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 2,200	\$ -	\$ -	\$ 2,200
Contributions 8980-8999	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (577,926)	\$ (135,835)	\$ (35,440)	\$ (749,201)
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 5,844,774			\$ 5,844,774
Audit Adjustments/Other Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 5,266,848	\$ (135,835)	\$ (35,440)	\$ 5,095,573
<b>COMPONENTS OF ENDING FUND</b>				
Nonspendable 9711-9719	\$ 10,000	\$ -	\$ -	\$ 10,000
Restricted 9740	\$ -	\$ -	\$ -	\$ -
Committed 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned 9780	\$ 1,619,645	\$ -	\$ -	\$ 1,619,645
Reserve for Economic Uncertainties 9789	\$ 1,521,583	\$ -	\$ -	\$ 1,521,583
Unassigned/Unappropriated Amount 9790	\$ 2,115,620	\$ (135,835)	\$ (35,440)	\$ 1,944,345

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

Lowell Joint School District  
Lowell Joint Education Association

**Explanations for Column 3 "Other Revisions" entered on Pages 4a through 4h:**

Page 4a: Unrestricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ 35,440	Impact of raises for management unit also included in myp
Other Financing Sources/Uses	\$ -	

Page 4b: Restricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4d: Fund 11 - Adult Education Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4e: Fund 12 - Child Development Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4f: Fund 13/61 - Cafeteria Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4g: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4h: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Additional Comments:

## Lowell Joint School District

## H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

**Unrestricted General Fund MYP**  
 Bargaining Unit: Lowell Joint Education Association

Object Code	2017-18	2018-19	2019-20
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCFF Revenue 8010-8099	\$ 24,858,351	\$ 26,366,329	\$ 27,073,329
Federal Revenue 8100-8299	\$ 8,500	\$ 25,000	\$ 25,000
Other State Revenue 8300-8599	\$ 1,032,093	\$ 1,613,694	\$ 563,694
Other Local Revenue 8600-8799	\$ 168,748	\$ 122,540	\$ 171,540
<b>TOTAL REVENUES</b>	\$ 26,067,692	\$ 28,127,563	\$ 27,833,563
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 12,243,979	\$ 12,305,889	\$ 12,472,889
Classified Salaries 2000-2999	\$ 3,152,341	\$ 3,281,849	\$ 3,410,849
Employee Benefits 3000-3999	\$ 6,155,433	\$ 6,750,356	\$ 7,314,356
Books and Supplies 4000-4999	\$ 1,214,435	\$ 722,505	\$ 476,505
Services and Other Operating Expenditures 5000-5999	\$ 1,994,714	\$ 2,003,114	\$ 2,130,114
Capital Outlay 6000-6999	\$ 65,000	\$ 60,000	\$ 60,000
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ 126,508	\$ 102,893	\$ 102,893
Transfers of Indirect Costs 7300-7399	\$ (49,531)	\$ (61,637)	\$ (61,637)
Other Adjustments			\$ -
<b>TOTAL EXPENDITURES</b>	\$ 24,902,879	\$ 25,164,969	\$ 25,905,969
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ -		
Transfers Out and Other Uses 7600-7699	\$ 2,200	\$ 1,503,000	\$ 3,000
Contributions 8980-8999	\$ (1,834,261)	\$ (2,060,326)	\$ (2,060,326)
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (671,648)	\$ (600,732)	\$ (135,732)
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 5,767,220	\$ 5,095,572	\$ 4,494,840
Audit Adjustments/Other Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	\$ 5,095,572	\$ 4,494,840	\$ 4,359,108
<b>COMPONENTS OF ENDING FUND BALANCE:</b>			
Nonspendable 9711-9719	\$ 10,000	\$ 10,000	\$ 10,000
Restricted 9740			
Committed 9750-9760	\$ -	\$ -	\$ -
Assigned 9780	\$ 1,619,645	\$ 1,483,000	\$ 1,483,000
Reserve for Economic Uncertainties 9789	\$ 1,521,583	\$ 1,500,000	\$ 1,550,000
Unassigned/Unappropriated Amount 9790	\$ 1,944,344	\$ 1,501,840	\$ 1,316,108

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**



## Lowell Joint School District

## H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

## Restricted General Fund MYP

Bargaining Unit:

Lowell Joint Education Association

Object Code	2017-18	2018-19	2019-20
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCFF Revenue 8010-8099	\$ -	\$ -	\$ -
Federal Revenue 8100-8299	\$ 1,503,072	\$ 1,503,072	\$ 1,503,072
Other State Revenue 8300-8599	\$ 405,487	\$ 405,487	\$ 405,487
Other Local Revenue 8600-8799	\$ 1,879,681	\$ 1,879,681	\$ 1,879,681
<b>TOTAL REVENUES</b>	\$ 3,788,240	\$ 3,788,240	\$ 3,788,240
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 2,144,936	\$ 2,144,936	\$ 2,144,936
Classified Salaries 2000-2999	\$ 922,434	\$ 922,434	\$ 922,434
Employee Benefits 3000-3999	\$ 972,562	\$ 972,562	\$ 972,562
Books and Supplies 4000-4999	\$ 719,847	\$ 642,294	\$ 642,294
Services and Other Operating Expenditures 5000-5999	\$ 436,570	\$ 436,570	\$ 436,570
Capital Outlay 6000-6999	\$ -	\$ -	\$ -
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ 482,824	\$ 482,824	\$ 482,824
Transfers of Indirect Costs 7300-7399	\$ 20,881	\$ 20,881	\$ 20,881
Other Adjustments			\$ -
<b>TOTAL EXPENDITURES</b>	\$ 5,700,054	\$ 5,622,501	\$ 5,622,501
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ -		
Transfers Out and Other Uses 7600-7699	\$ -		\$ -
Contributions 8980-8999	\$ 1,834,261	\$ 1,834,261	\$ 1,834,261
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (77,553)	\$ -	\$ -
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 77,554	\$ 1	\$ 1
Audit Adjustments/Other Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	\$ 1	\$ 1	\$ 1
<b>COMPONENTS OF ENDING FUND BALANCE:</b>			
Nonspendable 9711-9719	\$ -	\$ -	\$ -
Restricted 9740	\$ -		
Committed 9750-9760			
Assigned 9780			
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ 1	\$ 1	\$ 1

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

## Lowell Joint School District

## H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

## Combined General Fund MYP

Bargaining Unit:

Lowell Joint Education Association

Object Code	2017-18	2018-19	2019-20
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCFF Revenue 8010-8099	\$ 24,858,351	\$ 26,366,329	\$ 27,073,329
Federal Revenue 8100-8299	\$ 1,511,572	\$ 1,528,072	\$ 1,528,072
Other State Revenue 8300-8599	\$ 1,437,580	\$ 2,019,181	\$ 969,181
Other Local Revenue 8600-8799	\$ 2,048,429	\$ 2,002,221	\$ 2,051,221
<b>TOTAL REVENUES</b>	\$ 29,855,932	\$ 31,915,803	\$ 31,621,803
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 14,388,915	\$ 14,450,825	\$ 14,617,825
Classified Salaries 2000-2999	\$ 4,074,775	\$ 4,204,283	\$ 4,333,283
Employee Benefits 3000-3999	\$ 7,127,995	\$ 7,722,918	\$ 8,286,918
Books and Supplies 4000-4999	\$ 1,934,282	\$ 1,364,799	\$ 1,118,799
Services and Other Operating Expenditures 5000-5999	\$ 2,431,284	\$ 2,439,684	\$ 2,566,684
Capital Outlay 6000-6999	\$ 65,000	\$ 60,000	\$ 60,000
Other Outgo (excuding Indirect Costs) 7100-7299 7400-7499	\$ 609,332	\$ 585,717	\$ 585,717
Transfers of Indirect Costs 7300-7399	\$ (28,650)	\$ (40,756)	\$ (40,756)
Other Adjustments		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 30,602,933	\$ 30,787,470	\$ 31,528,470
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 2,200	\$ 1,503,000	\$ 3,000
Contributions 8980-8999	\$ -	\$ (226,065)	\$ (226,065)
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (749,201)	\$ (600,732)	\$ (135,732)
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 5,844,774	\$ 5,095,573	\$ 4,494,841
Audit Adjustments/Other Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	\$ 5,095,573	\$ 4,494,841	\$ 4,359,109
<b>COMPONENTS OF ENDING FUND BALANCE:</b>			
Nonspendable 9711-9719	\$ 10,000	\$ 10,000	\$ 10,000
Restricted 9740	\$ -	\$ -	\$ -
Committed 9750-9760	\$ -	\$ -	\$ -
Assigned 9780	\$ 1,619,645	\$ 1,483,000	\$ 1,483,000
Reserve for Economic Uncertainties 9789	\$ 1,521,583	\$ 1,500,000	\$ 1,550,000
Unassigned/Unappropriated Amount 9790	\$ 1,944,345	\$ 1,501,841	\$ 1,316,109

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

Lowell Joint School District  
 Lowell Joint Education Association

**I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES**

1. State Reserve Standard

	2017-18	2018-19	2019-20
a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 30,605,133	\$ 32,290,470	\$ 31,531,470
b. Less: Special Education Pass-Through Funds	\$ -	\$ -	\$ -
c. Net Expenditures, Transfers Out, and Uses	\$ 30,605,133	\$ 32,290,470	\$ 31,531,470
d. State Standard Minimum Reserve Percentage for this District Enter percentage →	3.00%	3.00%	3.00%
e. State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b, or \$50,000)	\$ 918,154	\$ 968,714	\$ 945,944

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 1,521,583	\$ 1,500,000	\$ 1,550,000
b. General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	\$ 1,944,344	\$ 1,501,840	\$ 1,316,108
c. Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	\$ -	\$ -	\$ -
d. Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	\$ -	\$ -	\$ -
e. Total Available Reserves	\$ 3,465,927	\$ 3,001,840	\$ 2,866,108
f. Reserve for Economic Uncertainties Percentage	11.32%	9.30%	9.09%

3. Do unrestricted reserves meet the state minimum reserve amount?

2017-18	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2018-19	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2019-20	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4. If no, how do you plan to restore your reserves?

Not applicable.

Lowell Joint School District  
Lowell Joint Education Association

5. Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.

Total Compensation Increase/(Decrease) on Page 1, Section A, #5	\$	135,835
General Fund balance Increase/(Decrease), Page 4c, Column 2	\$	(135,835)
Adult Education Fund balance Increase/(Decrease), Page 4d, Column 2	\$	-
Child Development Fund balance Increase/(Decrease), Page 4e, Column 2	\$	-
Cafeteria Fund balance Increase/(Decrease), Page 4f, Column 2	\$	-
Other Fund balance Increase/(Decrease), Page 4g, Column 2	\$	-
Other Fund balance Increase/(Decrease), Page 4h, Column 2	\$	-
Total all fund balances Increase/(Decrease) as a result of the settlement(s)	\$	(135,835)

Variance \$ -

Variance Explanation:

6. Will this agreement create or increase deficit financing in the current or subsequent years?

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

General Fund Combined	Surplus/ (Deficit)	(Deficit) %	Deficit primarily due to:
Current FY Surplus/(Deficit) before settlement(s)?	\$ (577,926)	(1.9%)	One-time off schedule 3%
Current FY Surplus/(Deficit) after settlement(s)?	\$ (749,201)	(2.4%)	1% ongoing for LJEA and Mgmt
1st Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ (600,732)	(1.9%)	2% ongoing for LJEA and Mgmt
2nd Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ (135,732)	(0.4%)	n/a

Deficit Reduction Plan (as necessary):

No deficit reduction plan is necessary. Slightly spending down reserves.

7. Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 1st and 2nd Subsequent FY?

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending, and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet, or use page 9a.

MYP	Amount	"Other Adjustments" Explanation
1st Subsequent FY Unrestricted, Page 5a	\$ -	
1st Subsequent FY Restricted, Page 5b	\$ -	
2nd Subsequent FY Unrestricted, Page 5a	\$ -	
2nd Subsequent FY Restricted, Page 5b	\$ -	

Lowell Joint Education Association

**J. COMPARISON OF PROPOSED CHANGE IN TOTAL COMPENSATION TO CHANGE IN LCFF FUNDING FOR THE NEGOTIATED PERIOD**

The purpose of this form is to determine if the district has entered into bargaining agreements that would result in salary increases that are expected to exceed the projected increase in LCFF funding.

(fill out columns for which there is an agreement)

	Prior Year	2017-18	2018-19	2019-20
a. LCFF Funding per ADA	7,877.95	8,099.04	8,595.94	
b. Amount Change from Prior Year Funding per ADA		221.09	496.90	-
c. Percentage Change from Prior Year Funding per ADA		2.81%	6.14%	0.00%
d. Total Compensation Amount Change (from Page 1, Section A, Line 5)		135,835.00	274,765.00	-
e. Total Compensation Percentage Change (from Page 1, Section A, Line 5)		1.00%	2.00%	0.00%
f. Proposed agreement is within/exceeds change in LCFF Funding (f vs. e)		Within	Within	-

## K. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2 and 3547.5, the Superintendent and Chief Business Official of the Lowell Joint School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from 2017/18 to 2018/19.

### Board Actions

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

#### Current Year

#### Budget Adjustment Categories:

Revenues/Other Financing Sources  
Expenditures/Other Financing Uses  
Ending Balance(s) Increase/(Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	171,275
\$	(171,275)

#### Subsequent Years

#### Budget Adjustment Categories:

Revenues/Other Financing Sources  
Expenditures/Other Financing Uses  
Ending Balance(s) Increase/(Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	171,275
\$	(171,275)

### Budget Revisions

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

### Assumptions

See attached page for a list of the assumptions upon which this certification is based.


### Certifications

I hereby certify       I am unable to certify

  
\_\_\_\_\_  
District Superintendent  
(Signature)

6/11/15  
\_\_\_\_\_  
Date

I hereby certify       I am unable to certify

  
\_\_\_\_\_  
Chief Business Official  
(Signature)

6/11/18  
\_\_\_\_\_  
Date

**Special Note:** The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

Lowell Joint School District  
Lowell Joint Education Association

Assumptions and Explanations (enter or attach documentation)

The assumptions upon which this certification is made are as follows:

LCCF GAP funding percentages are as follows:

2017/18 = 45.17% GAP; 1.56% COLA

2018/19 = 100% GAP; 3% COLA

2019/20 = 2.57% COLA

PERS rates as follows:

2017/18 = 15.531%

2018/19=18.062%

2019/20=20.8%

STRS rates as follows:

2017/18 = 14.43%

2018/19=16.28%

2019/20=18.13%

H&W Premium increases annually are 6%

CPI Increases on objects 4000-5999 are as follows:

2018/19=3.35%

2019/20 = 3.02%

2018/19=3.35%

No additional staffing increases not included in the Adopted Budget to the General Fund without growth ADA to fund them

Concerns regarding affordability of agreement in subsequent years (if any):

Multiple horizontal lines for entering concerns regarding affordability of agreement in subsequent years.

**L. CERTIFICATION NO. 2**

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

\_\_\_\_\_  
Lowell Joint School District

**District Name**

\_\_\_\_\_  
**District Superintendent**

**(Signature)**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
Andrea Reynolds

**Contact Person**

\_\_\_\_\_  
562-943-0211

**Phone**

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on November 6, 2017, took action to approve the proposed agreement with the Lowell Joint Educators Association Bargaining Unit(s).

\_\_\_\_\_  
**President (or Clerk), Governing Board**

**(Signature)**

\_\_\_\_\_  
**Date**

**Special Note:** The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.



**2017/18 TEACHER SALARY SCHEDULE**

Effective July 1, 2017

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V
1	44,074	47,221	50,370	53,519	56,665
2	47,221	50,370	53,519	56,665	59,814
3	50,370	53,519	56,665	59,814	62,964
4	53,519	56,665	59,814	62,964	66,111
5	56,665	59,814	62,964	66,111	69,258
6	59,814	62,964	66,111	69,258	72,408
7		66,111	69,258	72,408	75,557
8			72,408	75,557	78,704
9			72,408	78,704	81,853
10			72,408	78,704	85,000
11			72,408	78,704	88,149
12			72,408	78,704	88,149
13			75,948	82,574	92,478
14			75,948	82,574	92,478
15			75,948	82,574	92,478
16			76,563	83,264	93,245
17			76,563	83,264	93,245
18			76,563	83,264	93,245
19			77,792	84,645	94,780
20			77,792	84,645	94,780
21			79,017	86,027	96,314
22			79,017	86,027	96,314
23			80,246	87,410	97,848
24			80,246	87,410	97,848
25			80,246	87,410	97,848
26			81,473	88,789	99,384

**CLASS REQUIREMENTS**

ALL UNITS ARE SEMESTER UNITS. ONE-QUARTER UNIT = 2/3 SEMESTER UNIT

CLASS I Bachelor's degree and appropriate California Credential.

CLASS II Bachelor's degree and appropriate California Credential, plus 15 approved units obtained after Bachelor's degree.

CLASS III Bachelor's degree and appropriate California Credential, plus 30 approved units obtained after Bachelor's degree.

CLASS IV Bachelor's degree and appropriate California Credential, plus 45 approved units obtained after Bachelor's degree, or Master's degree and appropriate California Credential.

CLASS V Bachelor's degree and appropriate California Credential, plus 60 approved units obtained after Bachelor's degree, including Master's degree, or Master's degree and appropriate California Credential, plus 24 approved units obtained after Master's degree.

\* Unit members will receive eleven (11) monthly paychecks August through June each school year. For members retiring on or before May 31st, in any school year, those members will receive their eleventh paycheck at the same time as their May paycheck in order to avoid potential State Teachers Retirement System (STRS) penalties for receipt of paid wages during retirement.

## 2018/19 TEACHER SALARY SCHEDULE

Effective July 1, 2018

*For the 2018/19 school year, effective July 1, 2018, employees shall receive a 2% increase to base salary earnings (excluding stipends and other remuneration).*

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V
1	44,955	48,165	51,377	54,589	57,798
2	48,165	51,377	54,589	57,798	61,010
3	51,377	54,589	57,798	61,010	64,223
4	54,589	57,798	61,010	64,223	67,433
5	57,798	61,010	64,223	67,433	70,643
6	61,010	64,223	67,433	70,643	73,856
7		67,433	70,643	73,856	77,068
8			73,856	77,068	80,278
9			73,856	80,278	83,490
10			73,856	80,278	86,700
11			73,856	80,278	89,912
12			73,856	80,278	89,912
13			77,467	84,225	94,328
14			77,467	84,225	94,328
15			77,467	84,225	94,328
16			78,094	84,929	95,110
17			78,094	84,929	95,110
18			78,094	84,929	95,110
19			79,348	86,338	96,676
20			79,348	86,338	96,676
21			80,597	87,748	98,240
22			80,597	87,748	98,240
23			81,851	89,158	99,805
24			81,851	89,158	99,805
25			81,851	89,158	99,805
26			83,102	90,565	101,372

### CLASS REQUIREMENTS

ALL UNITS ARE SEMESTER UNITS. ONE-QUARTER UNIT = 2/3 SEMESTER UNIT

CLASS I Bachelor's degree and appropriate California Credential.

CLASS II Bachelor's degree and appropriate California Credential, plus 15 approved units obtained after Bachelor's degree.

CLASS III Bachelor's degree and appropriate California Credential, plus 30 approved units obtained after Bachelor's degree.

CLASS IV Bachelor's degree and appropriate California Credential, plus 45 approved units obtained after Bachelor's degree, or Master's degree and appropriate California Credential.

CLASS V Bachelor's degree and appropriate California Credential, plus 60 approved units obtained after Bachelor's degree, including Master's degree, or Master's degree and appropriate California Credential, plus 24 approved units obtained after Master's degree.

\* Unit members will receive eleven (11) monthly paychecks August through June each school year. For members retiring on or before May 31st, in any school year, those members will receive their eleventh paycheck at the same time as their May paycheck in order to avoid potential State Teachers Retirement System (STRS) penalties for receipt of paid wages during retirement.

**LOWELL JOINT SCHOOL DISTRICT  
2017/18 CERTIFICATED MANAGEMENT AND SUPERVISORY SALARY SCHEDULE**

**Effective July 1, 2017**

*For the 2017/18 school year, effective July 1, 2017, employees shall receive a 1% increase to base salary earnings (excluding stipends and other remuneration).*

**MANAGEMENT POSITIONS**

	DAYS	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Intermediate Principal	217	117,475	119,296	121,111	122,931	124,749	126,563	128,383
Elementary Principal	200	105,627	107,288	108,951	110,614	112,272	113,938	115,597
Assistant Principal	192	93,263	94,918	96,579	98,242	99,904	101,569	103,233
Director of Special Education	217	125,512	127,458	129,399	131,341	133,286	135,223	137,170
Director of Curriculum and Instruction	262	125,512	127,458	129,399	131,341	133,286	135,223	137,170

**SUPERVISORY POSITIONS**

Psychologist	187	89,085	90,744	92,410	94,075	95,721	97,396	100,081
Program Specialist	205	99,578	101,344	103,119	104,894	106,667	108,444	110,222

**OTHER POSITIONS**

District Nurse	185	Appropriate placement on the Certificated Salary Schedule						
Counselor	184	Appropriate placement on the Certificated Salary Schedule						

Management Employees and Supervisory Employees who have served in that capacity the following number of years will receive amounts as listed, in addition to their annual salary:

Management		Supervisory	
5 years	\$4,000	5 years	\$2,000
10 years	\$5,000	10 years	\$2,500
15 years	\$6,000	15 years	\$3,000
20 years	\$7,000	20 years	\$3,500
		25 years	\$4,000

**2018/19 CERTIFICATED MANAGEMENT AND SUPERVISORY SALARY SCHEDULE**  
**LOWELL JOINT SCHOOL DISTRICT**

**Effective July 1, 2018**

*For the 2018/19 school year, effective July 1, 2018, employees shall receive a 2% increase to base base salary earnings (excluding stipends and other remuneration.)*

**MANAGEMENT POSITIONS**

	DAYS	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
	217	119,825	121,682	123,533	125,390	127,244	129,094	130,951
Elementary Principal	200	107,740	109,434	111,130	112,826	114,517	116,217	117,909
Assistant Principal	192	95,128	96,816	98,511	100,207	101,902	103,600	105,298
Director of Special Education	217	128,022	130,007	131,987	133,968	135,952	137,927	139,913
Director of Curriculum and Instruction	262	128,022	130,007	131,987	133,968	135,952	137,927	139,913

**SUPERVISORY POSITIONS**

Psychologist	187	90,867	92,559	94,258	95,957	97,635	99,344	102,083
Program Specialist	205	101,570	103,371	105,181	106,992	108,800	110,613	112,426

**OTHER POSITIONS**

District Nurse	185	Appropriate placement on the Certificated Salary Schedule						
Counselor	184	Appropriate placement on the Certificated Salary Schedule						

Management Employees and Supervisory Employees who have served in that capacity the following number of years will receive amounts as listed, in addition to their annual salary:

Management	Supervisory
5 years	5 years
10 years	10 years
15 years	15 years
20 years	20 years
\$4,000	\$2,500
\$5,000	\$3,000
\$6,000	\$3,500
\$7,000	\$4,000

**LOWELL JOINT SCHOOL DISTRICT  
2017/18 CLASSIFIED MANAGEMENT SALARY SCHEDULE**

**Effective July 1, 2017**

*For the 2017/18 school year, effective July 1, 2017, employees shall receive a 1% increase to base salary earnings (excluding stipends and other remuneration).*

**MANAGEMENT POSITIONS**

	RANGE	RANGE	RANGE	RANGE	RANGE	RANGE	RANGE	RANGE	RANGE	RANGE	RANGE	RANGE
	1	2	3	4	5	6	6	6	7	8		
Director of Educational & Information Technology	6,252	6,569	6,900	7,246	7,612	7,922	8,001	8,400	8,830			
Director of Maintenance, Operations, and Facilities	6,252	6,569	6,900	7,246	7,612	7,922	8,001	8,400	8,830			
Director of Nutrition Services	6,252	6,569	6,900	7,246	7,612	7,922	8,001	8,400	8,830			
Occupational Therapist (11 months)	5,858	6,151	6,459	6,782	7,122	7,404	7,478	7,852	8,245			
Fiscal Services Coordinator	4,104	4,304	4,526	4,761	5,001	5,204	5,256	5,518	5,797			

Twelve-month Classified Management employees receive 22 days vacation per year.

**LONGEVITY**

Length of service shall be additionally compensated at the following rate, after completion of:

10 years	\$ 1,500
15 years	\$ 2,000
20 years	\$ 2,500
25 years	\$ 3,000

**LOWELL JOINT SCHOOL DISTRICT  
2018/19 CLASSIFIED MANAGEMENT SALARY SCHEDULE**

**Effective July 1, 2018**

*"For the 2018/19 school year, effective July 1, 2018, employees shall receive a 2% increase to base salary earnings (excluding stipends and other remuneration)"*

**MANAGEMENT POSITIONS**

	RANGE	RANGE	RANGE	RANGE	RANGE	RANGE	RANGE	RANGE	RANGE	RANGE	RANGE
	1	2	3	4	5	6	7	8			
Assistant Superintendent of Administrative Services	12,135	12,774	13,446	14,118	14,824	15,565	16,343	17,160			
Director of Educational & Information Technology	6,377	6,700	7,038	7,391	7,764	8,161	8,568	9,007			
Director of Maintenance, Operations, and Facilities	6,377	6,700	7,038	7,391	7,764	8,161	8,568	9,007			
Director of Nutrition Services	6,377	6,700	7,038	7,391	7,764	8,161	8,568	9,007			
Occupational Therapist (11 months)	5,975	6,274	6,588	6,918	7,264	7,628	8,009	8,410			
Fiscal Services Coordinator	4,186	4,390	4,617	4,856	5,101	5,361	5,628	5,913			

Twelve-month Classified Management employees receive 22 days vacation per year.

\* Step increments to be charged to Special Reserve For Capital Outlay Fund

**LONGEVITY**

Length of service shall be additionally compensated at the following rate, after completion of:

- 5 years 4,000
- 10 years 5,000
- 15 years 6,000
- 20 years 7,000

LOWELL JOINT SCHOOL DISTRICT

2017/18 CLASSIFIED CONFIDENTIAL SALARY SCHEDULE

Effective July 1, 2017

*For the 2017/18 school year, effective July 1, 2017, employees shall receive a 1% increase to base base salary earnings (excluding stipends and other remuneration).*

PERFORMANCE RECOGNITION INCREASES								
RANGE	1	2	3	4	5	6	7	8
(A)	3,274	3,451	3,634	3,815	4,009	4,212	4,424	4,648
(B)	3,368	3,548	3,722	3,904	4,105	4,317	4,536	4,767
(C)	3,451	3,634	3,815	4,009	4,212	4,424	4,648	4,879
(D)	3,548	3,722	3,904	4,105	4,317	4,536	4,767	5,002
(E)	3,634	3,815	4,009	4,212	4,424	4,648	4,879	5,130
(F)	3,722	3,904	4,105	4,317	4,536	4,767	5,002	5,256
(G)	3,815	4,009	4,212	4,424	4,648	4,879	5,130	5,386
(H)	3,904	4,105	4,317	4,536	4,767	5,002	5,256	5,527
(I)	4,009	4,212	4,424	4,648	4,879	5,130	5,386	5,660
(J)	4,105	4,317	4,536	4,767	5,002	5,256	5,527	5,802
(K)	4,212	4,424	4,648	4,879	5,130	5,386	5,660	5,953
(L)	4,317	4,536	4,767	5,002	5,256	5,527	5,802	6,097
(M)	4,424	4,648	4,879	5,130	5,386	5,660	5,953	6,252
(N)	4,536	4,767	5,002	5,256	5,527	5,802	6,097	6,406
(O)	4,648	4,879	5,130	5,386	5,660	5,953	6,252	6,569
(P)	4,767	5,002	5,256	5,527	5,802	6,097	6,406	6,731
(Q)	4,879	5,130	5,386	5,660	5,953	6,252	6,569	6,900
(R)	5,002	5,256	5,527	5,802	6,097	6,406	6,731	7,078
(S)	5,130	5,386	5,660	5,953	6,252	6,569	6,900	7,247
(T)	5,256	5,527	5,802	6,097	6,406	6,731	7,078	7,426
(U)	5,386	5,660	5,953	6,252	6,569	6,900	7,247	7,612
(V)	5,527	5,802	6,097	6,406	6,731	7,078	7,426	7,810
(W)	5,660	5,953	6,252	6,569	6,900	7,247	7,612	8,001
(X)	5,802	6,097	6,406	6,731	7,078	7,426	7,810	8,199
(Y)	5,953	6,252	6,569	6,900	7,247	7,612	8,001	8,400
(Z)	6,097	6,406	6,731	7,078	7,426	7,810	8,199	8,614

CONFIDENTIAL EMPLOYEES

RANGE

LONGEVITY

Executive Assistant and Secretary to Superintendent

N

Length of service shall be additionally compensated at the following rate after completion of:

Administrative Assistant - Business Svcs/Classified Personnel

I

- 10 years of service 2.5 %
- 15 years of service 5 %
- 20 years of service 7.5 %
- 25 years of service 10 %
- 30 years of service 12.5%

LOWELL JOINT SCHOOL DISTRICT

2018/19 CLASSIFIED CONFIDENTIAL SALARY SCHEDULE

Effective July 1, 2018

For the 2018/19 school year, effective July 1, 2018, employees shall receive a 2% increase to base base salary earnings (excluding stipends and other remuneration)

RANGE	PERFORMANCE RECOGNITION INCREASES							
	1	2	3	4	5	6	7	8
(A)	3,339	3,520	3,707	3,891	4,089	4,296	4,512	4,741
(B)	3,435	3,619	3,796	3,982	4,187	4,403	4,627	4,862
(C)	3,520	3,707	3,891	4,089	4,296	4,512	4,741	4,977
(D)	3,619	3,796	3,982	4,187	4,403	4,627	4,862	5,102
(E)	3,707	3,891	4,089	4,296	4,512	4,741	4,977	5,233
(F)	3,796	3,982	4,187	4,403	4,627	4,862	5,102	5,361
(G)	3,891	4,089	4,296	4,512	4,741	4,977	5,233	5,494
(H)	3,982	4,187	4,403	4,627	4,862	5,102	5,361	5,638
(I)	4,089	4,296	4,512	4,741	4,977	5,233	5,494	5,773
(J)	4,187	4,403	4,627	4,862	5,102	5,361	5,638	5,918
(K)	4,296	4,512	4,741	4,977	5,233	5,494	5,773	6,072
(L)	4,403	4,627	4,862	5,102	5,361	5,638	5,918	6,219
(M)	4,512	4,741	4,977	5,233	5,494	5,773	6,072	6,377
(N)	4,627	4,862	5,102	5,361	5,638	5,918	6,219	6,534
(O)	4,741	4,977	5,233	5,494	5,773	6,072	6,377	6,700
(P)	4,862	5,102	5,361	5,638	5,918	6,219	6,534	6,866
(Q)	4,977	5,233	5,494	5,773	6,072	6,377	6,700	7,038
(R)	5,102	5,361	5,638	5,918	6,219	6,534	6,866	7,220
(S)	5,233	5,494	5,773	6,072	6,377	6,700	7,038	7,392
(T)	5,361	5,638	5,918	6,219	6,534	6,866	7,220	7,575
(U)	5,494	5,773	6,072	6,377	6,700	7,038	7,392	7,764
(V)	5,638	5,918	6,219	6,534	6,866	7,220	7,575	7,966
(W)	5,773	6,072	6,377	6,700	7,038	7,392	7,764	8,161
(X)	5,918	6,219	6,534	6,866	7,220	7,575	7,966	8,363
(Y)	6,072	6,377	6,700	7,038	7,392	7,764	8,161	8,568
(Z)	6,219	6,534	6,866	7,220	7,575	7,966	8,363	8,786

CONFIDENTIAL EMPLOYEES

Executive Assistant and Secretary to Superintendent

Administrative Assistant - Business Svcs/Classified Personnel

RANGE

N

I

LONGEVITY

Length of service shall be additionally compensated at the following rate after completion of:

- 10 years of service 2.5 %
- 15 years of service 5 %
- 20 years of service 7.5 %
- 25 years of service 10 %
- 30 years of service 12.5%



**LOWELL JOINT SCHOOL DISTRICT**

**RESOLUTION 2018/19 NO. 730**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
LOWELL JOINT SCHOOL DISTRICT OF  
LOS ANGELES AND ORANGE COUNTIES, CALIFORNIA,  
DECLARING ALL MANAGEMENT, CONFIDENTIAL, AND ALL  
REPRESENTED AND UNREPRESENTED EMPLOYEE SALARIES  
INDEFINITE FOR THE 2018/19 SCHOOL YEAR**

**WHEREAS**, the California Constitution, Article 11, Section 10 states that salaries are legally fixed on July 1 of each fiscal year for non-represented employees unless the declaration of indefinite is adopted on or before July 1.

**WHEREAS**, the Lowell Joint School District will not have the legal right to make any changes to salaries for represented or non-represented employees, including decreases, roll backs, or increases, retroactive to the beginning of the current fiscal year after July 1, 2018, if the declaration of indefinite is not instituted by June 30, 2019.

**NOW, THEREFORE, BE IT RESOLVED**, that the governing board of the Lowell Joint School District does hereby determine that as a result of financial uncertainties, negotiations, pending legislation, and other factors all management, confidential, and other represented and unrepresented employee salaries are declared indefinite for the 2018/19 school year.

**APPROVED AND ADOPTED** this 21<sup>st</sup> day of June 2018, by the following vote:

**AYES:** William A. Hinz, Fred Schambeck, Anastasia Shackelford, Martin Tourville

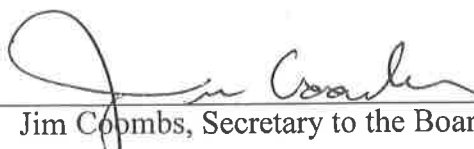
**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

I, Jim Coombs, Secretary to the Board of Trustees of the Lowell Joint School District of Los Angeles and Orange Counties, California, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on the 21<sup>st</sup> day of June, 2018, and passed by a unanimous vote of those present.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal this 21<sup>st</sup> day of June 2018.

  
\_\_\_\_\_  
Jim Coombs, Secretary to the Board of Trustees

Response To Immigration Enforcement

The Governing Board is committed to the success of all students and believes that every school site should be a safe and welcoming place for all students and their families irrespective of their citizenship or immigration status.

District staff shall not solicit or collect information or documents regarding the citizenship or immigration status of students or their family members or provide assistance with immigration enforcement at district schools, except as may be required by state and federal law. (Education Code 234.7)

(cf. 5111 - Admission)  
(cf. 5111.1 - District Residency)

No student shall be denied equal rights and opportunities nor be subjected to unlawful discrimination, harassment, intimidation, or bullying in the district's programs and activities on the basis of his/her immigration status. (Education Code 200, 220, 234.1)

(cf. 0410 - Nondiscrimination in District Programs and Activities)  
(cf. 5131.2 - Bullying)  
(cf. 5145.3 - Nondiscrimination/Harassment)  
(cf. 5145.9 - Hate-Motivated Behavior)

The Superintendent or designee shall notify parents/guardians regarding their children's right to a free public education regardless of immigration status or religious beliefs and their rights related to immigration enforcement. (Education Code 234.7)

(cf. 5145.6 - Parental Notifications)

Consistent with requirements of the California Office of the Attorney General, the Superintendent or designee shall develop procedures for addressing any requests by a law enforcement officer for access to district records, school sites, or students for the purpose of immigration enforcement.

(cf. 1340 - Access to District Records)  
(cf. 3580 - District Records)  
(cf. 5125 - Student Records)  
(cf. 5125.1 - Release of Directory Information)

Teachers, school administrators, and other school staff shall receive training regarding immigration issues, including information on responding to a request from an immigration officer to visit a school site or to have access to a student.

(cf. 4131 - Staff Development)  
(cf. 4231 - Staff Development)  
(cf. 4331 - Staff Development)

The Superintendent or designee shall report to the Board in a timely manner any requests for information or access to a school site by an officer or employee of a law enforcement agency for the purpose of enforcing the immigration laws. Such notification shall be provided in a manner that ensures the confidentiality and privacy of any potentially identifying information. (Education Code 234.7)

Legal Reference:

EDUCATION CODE

200 Educational equity

220 Prohibition of discrimination

234.1 Safe Place to Learn Act

234.7 Student protections relating to immigration and citizenship status

48204.4 Evidence of residency for school enrollment

48980 Parental notifications

48985 Notices to parents in language other than English

GOVERNMENT CODE

8310.3 California Religious Freedom Act

PENAL CODE

422.55 Definition of hate crime

627.1-627.6 Access to school premises, outsiders

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

COURT DECISIONS

Plyler v. Doe, 457 U.S. 202 (1982)

Management Resources:

CSBA PUBLICATIONS

Legal Guidance on Providing All Children Equal Access to Education, Regardless of Immigration Status, February 2017

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Immigration Issues, April 2018

WEB SITES

CSBA: <http://www.csba.org>

California Office of the Attorney General: <http://oag.ca.gov>

California Department of Education: <http://www.cde.ca.gov>

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

California Department of Justice: <http://www.justice.gov>

U.S. Department of Education, Office for Civil Rights:

<http://www.ed.gov/about/offices/list/ocr>

U.S. Immigration and Customs Enforcement: <http://www.ice.gov>

U.S. Immigration and Customs Enforcement, Online Detainee Locator System:

<http://locator.ice.gov/odls>

Policy Adopted:

## PURCHASE ORDERS FOR BOARD APPROVAL

June 25, 2018

NO#	VENDOR	DESCRIPTION	AMOUNT
83995	USA BUTTONS	STUDENT INCENTIVES	\$400.00
83996	PARADISE CHEVROLET CADILLAC/Original P.O	2017 CHEVROLET TRUCK/NUTRITION SERVICES	\$71,100.00
83997	FITNESS FINDERS	CHARMS FOR PBIS	\$999.80
83998	HEARTLAND SCHOOL SOLUTIONS	POS ANNUAL SUBSCRIPTION	\$1,390.77
83999	MYSTERY SCIENCE INC	SCHOOL MEMBERSHIP	\$499.00
84000	RESOURCES FOR EDUCATORS	SUBSCRIPTION HOME AND SCHOOL CONNECTIO	\$229.00
84001	NAESP	MATERIALS & SUPPLIES	\$107.00
84002	APPLE	TECH SUPPLIES	\$711.62
84003	CDW-GOVERNMENT	TECH SUPPLIES	\$362.28
84004	AMAZON	LOCKING CASH DRAWERS	\$430.14
84005	MICROFIBER POWERS	SMALL MICROFIBER TOWELS	\$180.00
84006	BUG FLIP	PURCHASES COVERING OVERAGE FROM PO#83	\$7,300.00
84007	BUG FLIP	OPEN PURCHASES FOR REMAINING 2017-18	\$4,000.00
84008	LASCARI'S	SP ED BLUE RIBBON PANEL-LUNCH	\$125.00
84009	FRATELLINO'S ITALIAN RESTAURANT	TOP 100 BANQUET/RANCHO STARBUCK	\$1,945.32
84010	ROCHESTER 100	FOLDERS	\$337.50
84011	OAKHALL INDUSTRIES	GRADUATION GOWNS	\$2,640.00
84012	BERNIER REFRIGERATION	REPAIRS	\$653.46
84013	NO EXCUSES UNIVERSITY	CONFERENCE-EL PORTAL LEADERSHIP TEAM (6	\$2,850.00
84014	MEET THE MASTERS, INC.	ART CLASSES	\$1,000.00
84015	PARROT EDUCATION	INTERVENTION SUPPLIES	\$959.89
84016	AGUINAGA GREEN, INC.	TOP SOIL-RANCHO	\$624.95
84017	JM & J CONTRACTORS	JO-SERVICES	\$950.00
84018	PROJECT SUPPORT SERVICES	JO-SERVICES	\$20,000.00
84019	AG DESIGN INC.	JO-SERVICES	\$6,000.00
84020	HAUFEE CO.	JO-SERVICES	\$1,660.00
84021	AMERICAN TIME	MAINTENANCE STOCK	\$382.16
84022	AUTO ZONE	RS, SUPPLIES	\$31.72
84023	BEE GONE BEE REMOVAL	RS, SUPPLIES	\$75.00
84024	ENCORP ENVIRONMENTAL	JO-SERVICES	\$2,145.00
84025	KYA SERVICES	RS, SUPPLIES	\$94,603.54
84026	A&D TRANSPORTATION	TRANSPORTATION-4/11/2018 TO HILLVIEW MS	\$345.00
84027	JW PEPPER	REMEMBER ME	\$54.75
84028	MICHAEL SCIANNI	BROCHURE-TOP 100	\$60.00
84029	SPARKLETTS	WATER	\$81.89
84030	FBM	RENTAL-COPIER 3 YEARS 4/01/2018-03/31/2021	\$5,475.00
84031	LA HABRA MUSIC CENTER	BAND SUPPLIES	\$1,231.89
84032	AUDIO DYNAMIX	SOUND SYSTEM	\$7,918.26
84033	HOUGHTON MIFFLIN	SCORING SERVICES	\$478.00
84034	LACOE MULTIMEDIA SERVICES	AWARD RECOGNITION	\$120.00
84035	TANGIBLE PLATE	STORAGE BOXES	\$863.84
84036	DATA IMPRESSIONS	CHROMEBOOK CASE	\$13.95
84037	SETPA	ANNUAL MEMBERSHIP/TECHNOLOGY	\$90.00
84038	PARROT EDUCATION	ENRICHMENT PROGRAM	\$813.88
84039	LAURA'S BAKERY	PRINCIPAL LUNCH	\$115.00
84040	SENTRY PRINTING	TABLES RUNNERS FOR SCHOOL SITES	\$300.00
84041	ROCHESTER 100	COMMUNICATIONS FOLDERS	\$468.75
84042	LITERACY RESOURCES	CURRICULUM	\$847.89
84043	SCHOLASTIC	CLASSROOM SUPPLIES	\$2,403.22
84044	STARFALL	WRITING JOURNALS	\$103.40
84045	MYSTERY SCIENCE INC	SUBSCRIPTION-SCHOOL MEMBERSHIP	\$499.00
84046	GINA TRINIDAD DESIGNS	BANNERS	\$200.00
84047	GINA TRINIDAD DESIGNS	BROCHURES	\$500.00
84048	AMAZON	DISPOSABLE GLOVES, RAFFLE TICKETS	\$15.98
84049	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	LEGAL SERVICES-MARCH 2018	\$4,636.50
84050	CDW	REPLACEMENT DRUM CARTRIDGE(XEROX)	\$64.99
84051	CDWG	SPEAKERS	\$11.15
84052	LEARNING WITHOUT TEARS	WORKSHOP-T.HADDEN, CHRISTIAN HEIGHTS	\$300.00
84053	D.SOTO TO PROVIDE	IPADS FOR L.WARTIAN	\$917.74
84054	D.SOTO TO PROVIDE	IPADS FOR M. RODRIQUEZ	\$917.74

84055	JW PEPPER	JAZZ ENSEMBLE	\$64.84
84056	SCHOOL DATEBOOKS	AGENDAS	\$2,500.00
84057	ORANGE COUNTY DEPT OF ED	TRAINING; 3/19/18	\$1,200.00
84058	LACOE	MIND STORM INSTRUCTIONAL KIT-INTERVENTIO	\$998.55
84059	BAUDEVILLE	SUPPLIES, EMPLOYEE RECOGNITION	\$400.00
84060	ASSETGENIE	REPLACEMENT SCREENS FOR CHROMEBOOKS	\$299.90
84061	CDW-GOVERNMENT	PRINTER	\$125.13
84062	RAPTOR TECHNOLOGIES	SECURITY FOR SCHOOL SITES	\$9,600.00
84063	LUCKY TREATS	FOOD-TOP 100	\$756.00
84064	IMPERIAL BAND INSTRUMENTS	INSTRUMENT SUPPLIES	\$188.62
84065	MONTEREY GRAPHICS	PRINT WORK-TOP 100	\$501.86
84066	IMPERIAL BAND INSTRUMENTS	INSTRUMENT SUPPLIES	\$1,116.24
84067	GT DESIGNS/GINA TRINIDAD	BANNER	\$180.00
84068	JONES SCHOOL SUPPLY CO	DIE CUT PINS	\$171.12
84069	NAT'L ASSOC OF SECONDARY SCHOOL PRINC	NJHS CHAPTER RENEWAL	\$460.08
84070	APPLE	IPAD	\$936.88
84071	CROWN AWARDS	STUDENT AWARD	\$100.00
84072	LEARNING WITHOUT TEARS	SUPPLIES/MATERIALS-TK	\$162.50
84073	LAKESHORE	SUPPLIES-TK, OUTDOOR PAINTING CENTER	\$748.27
84074	AMAZON	IPAD KEYBOARD CASE	\$48.99
84075	AMERICAN EXPRESS	PURCHASES FOR APRIL 2018	\$23,725.98
84076	CDE	CHILD NUTRITION PROGRAM ADMIN, NEW DIR C	\$450.00
84077	JONES SCHOOL SUPPLY CO	CERTIFICATES	\$153.20
84078	INTERQUEST CANINES	2018/19-CONTRACT	\$1,290.00
84079	NMK CORPORATION	ON SITE REMOTE SUPPORT-TECH	\$1,000.00
84080	DAILY JOURNAL CORP	LCAP PUBLISHING	\$200.00
84081	DISNEYLAND/AMERICAN EXPRESS	RANCHO STARBUCK 8TH GRADE TRIP	\$26,450.00
84082	AMAZON	RAFFLE TICKETS	\$66.93
84083	CDW	POWER ADAPTER	\$379.00
84084	APPLE	IPADS	\$6,648.10
84085	LASCARIS- ON AMEX CARD	LUNCH BAGS	\$110.00
84086	4 IMPRINT	RETIREMENT VASES	\$650.00
84087	PLEDGE STAR	BOOT CAMP 03/02/2018	\$918.26
84088	PRENTICE SCHOOL	2018 SUMMER SCHOOL REG FEE/ ENRICHMENT	\$1,175.00
84089	DATA IMPRESSIONS	RANCHO STARBUCK, EXTENDED MEMORY	\$331.06
84090	EDUCATIONAL DATA SYSTEMS	SPRING 2018 CAASPP TESTING REPORTS	\$494.78
84091	AMAZON (AMERICAN EXPRESS)	17 CALCULATORS	\$252.96
84092	ORANGE COUNTY DEPT OF ED	RANCHO SONADO - MACY, INSIDE THE OUTDOO	\$2,485.00
84093	CALIFORNIA STEAM SYMPOSIUM 2018	REGISTRATION:PELOQUIN,PAINE,PALMER 10/28-	\$945.00
84094	PARADISE CONSTRUCTION	SERVICE, JO/MG	\$27,750.00
84095	AUTOZONE	MAINTENANCE STOCK	\$32.84
84096	F.M. THOMAS AIR CONDITIONING	SERVICE, MEADOW GREEN	\$10,035.46
84097	B&K	SUPPLY, RANCHO STARBUCK	\$267.33
84098	PASTUSAK PLUMBING	SERVICE, MEADOW GREEN	\$9,928.02
84099	CITY OF LA HABRA	FUEL-APRIL 2018	\$1,955.67
84100	EMCOR SERVICES	SUMMER HVAC -DISTRICT SITES	\$31,057.00
84101	NEW HORIZONS CONTRACTING	SERVICE, RANCHO STARBUCK	\$9,200.00
84102	DIVISION OF STATE ARCHITECT -DSA	JORDAN-FIRE ALARM UPGRADES	\$300.00
84103	ABES PLUMBING INC.	WATER LINE REPAIR, RANCHO STARBUCK	\$39,750.00
84104	DEMO PLUS	PORTABLE CLASSROOMS, JO/MA/MG	\$40,000.00
84105	APPLE (LJSD TECH)	MEADOW GREEN- 46 IPADS/CASES	\$15,428.29
84106	ILLUMINATE EDUCATION	TRAINING-5/16/2018	\$1,700.00
84107	LACOE	LCAP REGISTRATION-STEWART & MCDONALD, 9	\$40.00
84108	LACOE	LCAP REGISTRATION-STEWART & MCDONALD, 1	\$40.00
84109	DATA IMPRESSIONS	GOOGLE CHROME LICENSE	\$270.00
84110	TEACHER CREATED RESOURCES	PTA PURCHASE,SUPPLIES	\$203.66
84111	SCHOLASTIC	BOOK FAIR	\$3,093.21
84112	IMPERIAL BAND INSTRUMENTS	6TH GRADE BAND	\$894.54
84113	CDW	CHROMBOOKS/ CASES	\$14,120.12
84114	ROUND TABLE PIZZA	STUDENT COUNCIL	\$129.75
84115	ROADRUNNER COMMERCIAL EQUIPMENT	SINK INSTALLATION-RANCHO STARBUCK	\$6,800.00
84116	CHEFS TOYS	FOOD WARMERS-JORDAN & MEADOW GREEN	\$14,512.27
84117	CDW-GOVERNMENT	PRINTER	\$125.00
84118	SENTRY PRINTING	PRIDE CLUB SHIRTS	\$996.45



"B" WARRANTS FOR BOARD APPROVAL ON:  
June 25, 2018

"B" WARRANT DOCUMENTS : 1370 - 3132

**630,346.78**

THE FOLLOWING "B" WARRANT VOUCHERS ARE INCLUDED IN THE ABOVE SEQUENCE OF NUMBERS SUBMITTED FOR APPROVAL. ANY INTERRUPTIONS IN THE SEQUENCE ARE DUE TO THE VOUCHER BEING HELD FOR AUDIT BY LACOE AND RELEASED AT A LATER DATE. THE 3000s INDICATE A NUTRITION SERVICES PAYABLE.

NO#		AMOUNT
1370	KANDA & TSO ASSOCIATES - ENGINEERING SERVICES	1,750.00
1899	AMERICAN TIME - MAINTENANCE/ CLOCKS	382.16
1900	APPLE, INC. - IPADS, SPECIAL EDUCATION	664.81
1901	AUTOZONE - MATERIALS, GROUNDS	32.84
1902	B&K ELECTRIC WHOLESALE - MAINTENANCE MATERIALS	267.33
1903	BEE GONE BEE REMOVAL SERVICE - GROUNDS, RS	75.00
1904	BEST LAWNMOWER - GROUNDS/ MATERIALS/ REPAIRS	271.45
1905	BUDDY'S ALL STARS, INC. - SHIRTS/ HATS, MACY	445.00
1906	CURRICULUM ASSOCIATES - BOOKS, SPECIAL ED.	98.49
1907	DATA IMPRESSIONS - HP MEMORY MODULE KITS	601.06
1908	ENCORP - INDOOR AIR INSPECTION, JORDAN	2,145.00
1909	FENN TERMITE & PEST CONTROL - FLEA TREATMENTS	1,265.00
1910	FLAGHOUSE - SPECIAL ED. MATERIALS, GALANG	241.63
1911	F.M. THOMAS AIR CONDITIONING - A/C REPAIRS, MG	10,035.46
1912	FULLERTON JOINT UNION H.S. DISTRICT - SUBSTITUTE	1,106.74
1913	GHATAODE BANNON ARCHITECTS - SITE SURVEY FEE	6,600.00
1919	SOUTHERN CALIFORNIA GAS - APRIL - MAY	78.00
1920	SOUTHERN CALIFORNIA GAS - APRIL - MAY	112.96
1921	SUBURBAN WATER SYSTEMS - APRIL - MAY	7,449.47
1922	SOUTHERN CALIFORNIA EDISON - APRIL - MAY	10,741.11
1923	VERIZON WIRELESS - APRIL - MAY	788.87
1924	TARA RYAN - PURCHASE REIMBURSEMENT	95.77
1925	KRISTEN GOBER - PURCHASE REIMBURSEMENT	199.00
1926	CITY OF LA HABRA WATER DEPT. - APRIL - MAY	2,680.76
1927	J.W. PEPPER & SON - RS, BAND SUPPLIES	54.75
1928	J.W. PEPPER & SON - RS, BAND SUPPLIES	306.74
1930	YOLANDA DIAZ - PURCHASE REIMBURSEMENT	404.48
1931	INTERQUEST DETECTION CANINES - SERVICE, APRIL	215.00
1932	MAILFINANCE/ NEOPOST - DISTRICT OFFICE, JUN. - SEP.	481.72
1933	PEAP - 2018 EXCELLENCE PINS FOR MACY	107.00
1934	PAR - RATING SCALES FOR SPECIAL EDUCATION	61.00
1935	NCS PEARSON, INC. - FORMS/ KIT SUPPLIES	423.08
1939	LOS ANGELES COUNTY OFFICE OF ED. - REGISTRATION	400.00
1940	PASTUSAK PLUMBING, INC - GAS LEAK REPAIR	9,928.02
1941	JONES SCHOOL SUPPLY - SUPPLIES, JORDAN	181.76
1942	IMPERIAL BAND INSTRUMENTS - BAND SUPPLIES	131.46
1943	NO EXCUSES UNIVERSITY - CONFERENCE REGISTRATION	2,850.00
1944	PLEDGE STAR - TROJAN NATION BOOT CAMP	918.26
1945	OAK HALL INDUSTRIES - GOWNS, RANCHO STARBUCK	2,640.00

1946	PRENTICE SCHOOL - SPEECH SERVICES, APRIL	172.00
1947	ADMINISTRATIVE SER. CO-OP - NON PUBLIC AGENCY, APR.	669.36
1948	BEHAVIOR AND EDUCATION, INC. - NON-PUBLIC SCHOOL, APR.	8,566.25
1949	GALLAGHER PEDIATRIC THERAPY - N.P.A., APRIL	14,364.00
1950	NIRGO & NIGRO- AUDIT SERVICES, 2017-18	5,310.00
1951	NIGRO & NIGRO - AUDIT FINAL BILLING, 2016-17	2,100.00
1952	PAUL LUNA/ LUNA INK - PHOTOGRAPHY CONSULTANT	2,000.00
1953	PROJECT SUPPORT SERVICES - PROJECT CLOSEOUT	2,093.75
1954	READY REFRESH BY NESTLE - DISTRICT WATER	58.56
1955	SCHOLASTIC BOOK FAIRS - RS, BOOK FAIR ORDER	3,093.21
1956	SCHOOL SPECIALTY - SPECIAL EDUCATION SUPPLIES	651.50
1957	SOUTHWEST SCHOOL SUPPLY - SCHOOL SUPPLIES	1,919.78
1958	SOUTHWEST SCHOOL SUPPLY - SCHOOL SUPPLIES	1,661.59
1959	SPARKLETTS - RANCHO STARBUCK WATER	177.75
1960	WPS - SPECIAL EDUCATION SUPPLIES	154.18
1961	WHITTIER CHRISTIAN H.S. - BUS TRANSPORTATION, APR.	38,210.13
1962	NICOLE BRASKI - PURCHASE REIMBURSEMENT	60.96
1963	RACHEL COLEMAN - PURCHASE REIMBURSEMENT	47.92
1964	SYLVIA LEE - PURCHASE REIMBURSEMENT	69.47
1965	AMY MCTEGGART - PURCHASE REIMBURSEMENT	76.38
1966	MELISSA OVERTON - CONSULTANT/ GRAPHIC DESIGN	2,000.00
1967	DYLAN ROCKENBACH - CONSULTANT/ ELEMENTARY BAND	957.00
1969	DAVID SHUN - PURCHASE REIMBURSEMENT	11.91
1970	MILTOS VARKATZAS - FACILITIES CONSULTANT, MAY	8,917.50
1971	TRI-DIM FILTER CORP. - MAINTENANCE SUPPLIES	1,808.38
1972	CALIF. PUBLIC EMPLOYEES RET. SYSTEM/ MED. INS., MAY.	267,902.25
1973	CALIF. PUBLIC EMPLOYEES RET. SYSTEM/ MED. INS., MAY.	5,144.14
1974	CAASFEP - ANNUAL MEMBERSHIP DUES	435.00
1975	AMERICAN EXPRESS - CREDIT PURCHASES, MAY	89,596.34
1976	KRISTEN COOKE - JO, SUPPLIES REIMBURSEMENT	158.02
1977	JAVIER HERNANDEZ - JO, SUPPLIES REIMBURSEMENT	194.69
1978	MELINDA KELLOGG - JO, SUPPLIES REIMBURSEMENT	203.22
1979	DEBBIE NEEDHAM - MACY, SUPPLIES REIMBURSEMENT	162.33
1980	LAUREN ORNELAS - MACY, SUPPLIES REIMBURSEMENT	20.00
1981	MARGARET PALMER - OLITA, SUPPLIES REIMBURSEMENT	28.00
1982	DAVID SHUN - PURCHASE REIMBURSEMENT	71.96
1983	NICOLE ULLOA - JO, SUPPLIES REIMBURSEMENT	251.10
1984	ANGELA HUTCHERSON - JO/ CONSULTANT, FEB. - MAY	519.75
1985	JANICE JACOBSEN - INSTRUCTIONAL CONSULTANT	315.00
1986	EILEEN RUSSELL - OLITA/ CONSULTANT, MAY	275.00
1987	STARFALL EDUCATION - JORDAN, WRITING SUPPLIES	103.40
1988	SOUTHWEST SCHOOL SUPPLY - SCHOOL SUPPLIES	1,744.77
1989	SOUTHWEST SCHOOL SUPPLY - SCHOOL SUPPLIES	4,155.58
1990	SOUTHERN CALIFORNIA GAS - APRIL - MAY	80.41
1991	SOUTHERN CALIFORNIA EDISON - MAY - JUNE	49.06
1992	TARA RYAN - MG, SUPPLIES REIMBURSEMENT	121.55
1993	LOS ANGELES SHERIFF'S DEPT. - RS SERVICE, APR.	1,600.78
1994	JFK TRANSPORTATION - JORDAN FIELD TRIP	523.50





**LOWELL JOINT SCHOOL DISTRICT**

**RESOLUTION 2017/18 No. 725**

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
LOWELL JOINT SCHOOL DISTRICT OF LOS ANGELES AND  
ORANGE COUNTIES, CALIFORNIA, AUTHORIZING  
INTER-FUND CASH TRANSFERS**

**WHEREAS**, the Governing Board of the Lowell Joint School District authorizes the Assistant Superintendent of Administrative Services to make inter-fund cash transfers between District funds whenever such transfers are needed to permit payment of obligations; and,

**WHEREAS**, the amount transferred will be used to cover budgeted expenses incurred in the identified funds; and;

**WHEREAS**, the Governing Board approved transfers in the amount not to exceed \$750,000 between the Special Reserve Fund for Capital Outlay (40), Deferred Maintenance Fund (14), General Fund (01), Capital Facilities Fund (25), and Cafeteria Fund (13);

**NOW, THEREFORE BE IT RESOLVED**, this resolution is adopted for the purpose of expediting the processing of inter-fund transfers, and shall remain in effect for a period of one year, from July 1, 2018, to June 30, 2019, and is subject to annual review and renewal by duly adopted resolution of the Governing Board of the Lowell Joint School District;

**APPROVED AND ADOPTED** this 21<sup>th</sup> day of June 2018, by the following vote:

**AYES:** William Hinz, Fred Schambeck, Anastasia Shackelford, Martin Tourville

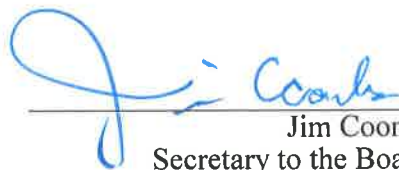
**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

I, Jim Coombs, Secretary to the Board of Trustees of the Lowell Joint School District of Los Angeles and Orange Counties, California, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on the 21<sup>th</sup> day of June 2018, and passed by a unanimous vote of those present.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal this 21<sup>th</sup> day of June 2018.



---

Jim Coombs  
Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT  
EMPLOYER-EMPLOYEE RELATIONS/PERSONNEL REPORT 2017/18 #12

June 21, 2018

I. CERTIFICATED EMPLOYEES

A. EXTRA DUTY PAY/STIPENDS

	<u>NAME</u>	<u>EFFECTIV E DATE</u>	<u>END DATE</u>	<u>SITE</u>	<u>COMMENTS</u>
1.	Esparza, Rhonda	7/01/18	07/30/18	EP	To be paid \$70.00 per hour not to exceed 8 hours for Aeries.web training. To be paid from monies secured in title II.
2.	Wissman, Marikate	7/01/18	07/30/18	JO	To be paid \$70.00 per hour not to exceed 8 hours for Aeries.web training. To be paid from monies secured in title II.
3.	Shun, David	7/01/18	07/30/18	MA	To be paid \$70.00 per hour not to exceed 8 hours for Aeries.web training. To be paid from monies secured in title II.
4.	VanHoogmoed, Krista	7/01/18	07/30/18	OL	To be paid \$70.00 per hour not to exceed 8 hours for Aeries.web training. To be paid from monies secured in title II.
5.	Cukro, Matthew	7/01/18	07/30/18	MG	To be paid \$70.00 per hour not to exceed 8 hours for Aeries.web training. To be paid from monies secured in title II.
6.	Takacs, Linda	7/01/18	07/30/18	RS	To be paid \$70.00 per hour not to exceed 8 hours for Aeries.web training. To be paid from monies secured in title II.
7.	Morrison, Deanna	06/01/18	06/30/18	MG	To be paid \$35.00 per hour not to exceed 7 hours for Illuminate Report Card Training. To be paid from monies secured in educator effectiveness and / or title II.
8.	Martinez, Paula	06/01/18	06/30/18	MG	To be paid \$35.00 per hour not to exceed 7 hours for Illuminate Report Card Training. To be paid from monies secured in educator effectiveness and / or title II.
9.	Brimmage, Mary	06/01/18	06/30/18	EP	To be paid \$35.00 per hour not to exceed 7 hours for Illuminate Report Card Training. To be paid from monies secured in educator effectiveness and / or title II.
10.	Palmer, Margaret	06/01/18	06/30/18	OL	To be paid \$35.00 per hour not to exceed 7 hours for Illuminate Report Card Training. To be paid from monies secured in educator effectiveness and / or title II.
11.	Fonti, Allison	06/01/18	06/30/18	JO	To be paid \$35.00 per hour not to exceed 7 hours for Illuminate Report Card Training. To be paid from monies secured in educator effectiveness and / or title II.
12.	Gober, Kristen	06/01/18	06/30/18	MG	To be paid \$35.00 per hour not to exceed 7 hours for Illuminate Report Card Training.

13.	Robertson, Vickie	06/01/18	06/30/18	MG	To be paid from monies secured in educator effectiveness and / or title II. To be paid \$35.00 per hour not to exceed 7 hours for Illuminate Report Card Training. To be paid from monies secured in educator effectiveness and / or title II.
14.	Mangold, Leslie	06/01/18	06/30/18	MG	To be paid \$35.00 per hour not to exceed 7 hours for Illuminate Report Card Training. To be paid from monies secured in educator effectiveness and / or title II.
15	Toice, Susan	06/01/18	06/30/18	MG	To be paid \$35.00 per hour not to exceed 7 hours for Illuminate Report Card Training. To be paid from monies secured in educator effectiveness and / or title II.
16.	Malm, Amanda	06/01/18	06/30/18	EP	To be paid \$35.00 per hour not to exceed 7 hours for Illuminate Report Card Training. To be paid from monies secured in educator effectiveness and / or title II.
17.	Vander Lee, Michelle	06/01/18	06/30/18	MG	To be paid \$35.00 per hour not to exceed 7 hours for Illuminate Report Card Training. To be paid from monies secured in educator effectiveness and / or title II.

CLASSIFIED EMPLOYEES 6-21-18

A. MONTHLY – GENERAL FUND

	<u>NAME/ EMPLOYEE ID#</u>	<u>EFFECTIV E DATE</u>	<u>END DATE</u>	<u>RANGE/ STEP</u>	<u>SITE</u>	<u>COMMENTS</u>
1	Aguayo, Leo	12/30/18		R18/S5	EP	Night Custodian/Step Increase
2	Arcega, Aida	04/09/19		R23/S2	MA	Office Manager/Step Increase
3	Armijo, Jessica	08/07/18		R21/S3	JO	Day Custodian/Step Increase
4	Atkinson, Katherine	07/20/18		R17/S4	DO	Switchboard Operator/ Receptionist/ Step Increase
5	Barahona, Krystina	08/03/18		R18/S4	MA	Night Custodian/Step Increase
6	Carrera, Abel	08/09/18		R18/S2	RS	Night Custodian/Step Increase
7	Field, Kimberly	01/08/19		R18/S2	JO	Night Custodian/Step Increase
8	Lord, Dixie	08/07/18		R23/S2	RS	Office Manager/Step Increase
9	Marin, Luis	02/01/19		R20/S4	MNT	Groundskeeper/Step Increase
10	Rapp, Wendi	04/03/19		R29/S5	DO	Information Systems Specialist/ Step Increase
11	Reynolds, Andrea	07/01/18		MGT/S4	DO	Assistant Superintendent of Administrative Services/Initial Placement on Salary Schedule
12	Rivera, Ismael	10/09/18		R18/S2	RS	Night Custodian/Step Increase
13	Villapania, Thomas	06/01/19		R28/S4	MNT	Maintenance-General/Step Increase

B. HOURLY – GENERAL FUND

	<u>NAME/ EMPLOYEE ID#</u>	<u>EFFECTIV E DATE</u>	<u>END DATE</u>	<u>RANGE/ STEP</u>	<u>SITE</u>	<u>COMMENTS</u>
1	Border, Barbara	08/15/18		R14/S3	OL	Instructional Assistant/Step Increase
2	Bullard, April	04/16/19		R16/S2	RS	Clerk Typist/Step Increase
3	Chavez, Tiffany	08/14/18		R16/S1	EP	Instructional Assistant-ABA/Replacement for Vacancy
4	Curtis, Michelle	08/09/18		R15/S5	OL	Instructional Assistant/Step Increase
5	Dumont, Juliette	02/10/19		R15/S8 +5%	OL	Instructional Assistant/Longevity Increase
6	Edrosa, Maria	08/11/18		R14/S4	RS	Instructional Assistant/Step Increase
7	Egenias, Aurora	01/01/19		R15/S5	OL	Instructional Assistant/Step Increase
8	Escano, Catherine	01/04/19		R15/S4	MG	Instructional Assistant/Step Increase
9	Garcia, Lisa	05/16/19		R16/S2	OL	Clerk Typist/Step Increase
10	Hanenburg, Cynthia	10/21/18		R15/S8 +5%	MG	Instructional Assistant/Longevity Increase
11	Kennedy, Joelle	08/17/18		R16/S2	EP	Instructional Assistant-ABA/Step Increase
12	Leonguerrero, Robyn	03/21/19		R20/S3	MG	Library Technician/Step Increase
13	Lickfelt, Rebecca	08/09/18		R15/S3	MA	Instructional Assistant/Step Increase
14	Lua, Erika	08/14/18		R16/S1	EP	Instructional Assistant-ABA/Replacement for Vacancy
15	Marshall, Nancy	08/29/18		R15/S8 +5%	MG	Instructional Assistant/Longevity Increase
16	Montiel, Shaina	08/09/18		R14/S3	MA	Instructional Assistant-RSP/Step Increase
17	Mora, Jessica	08/15/18		R14/S2	JO	Instructional Assistant/Step Increase
18	Morgan, Diane	09/22/18		R15/S8 +5%	OL	Instructional Assistant/Longevity Increase
19	Munoz, Jesus	08/14/18		R16/S1	EP	Instructional Assistant-ABA/Replacement for Vacancy
20	Ocampo, Katrina	08/09/18		R15/S3	MG	Instructional Assistant/Step Increase
21	Ota, Esther	02/28/19		R16/S8 +12.5%	MG	Clerk Typist/Longevity Increase

22	Palmer, Mary	09/01/18	R14/S8 +7.5%	RS	Instructional Assistant- RSP/Longevity Increase
23	Pullen, Darleene	09/01/18	R14/S8 +7.5%	MG	Instructional Assistant- RSP/Longevity Increase
24	Rickenbacker, Kimberly	04/16/19	R16/S2	EP	Clerk Typist/Step Increase
25	Rodia, Susan	08/29/18	R14/S8 +5%	OL	Instructional Assistant- RSP/Longevity Increase
26	Rodriguez, Brenda	11/03/18	R14/S5	OL	Bilingual Instructional Assistant/Step Increase
27	Roe, Amy	08/15/18	R15/S4	OL	Instructional Assistant/Step Increase
28	Russell, Lisa	01/04/19	R16/S4	JO	Clerk Typist/Step Increase
29	Ryckman, Catherine	06/14/18		EP	Instructional Assistant- RSP/Resignation due to Retirement
30	Sanford-Williams, Carol	08/29/18	R15/S8 +5%	OL	Instructional Assistant/Longevity Increase
31	Soto, Denise	06/20/18	R17/S1	DO	Switchboard Operator/Receptionist/ Substitute
32	Vargas, Sara	06/29/18		EP	Instructional Assistant- ABA/Resignation
33	Vasquez, Randi	09/21/18	R17/S2	DO	Systems Aide/Step Increase
34	Wang, Son	02/05/19	R14/S2	MA	Bilingual Instructional Assistant/Step Increase
35	Weimholt, Lina	08/15/18	R16/S4	EP	Instructional Assistant-ABA/Step Increase
36	Winik, Rebecca	08/29/18	R14/S8 +5%	RS	Instructional Assistant- RSP/Longevity Increase

C. HOURLY – CAFETERIA FUND

	<u>NAME/ EMPLOYEE ID#</u>	<u>EFFECTIV E DATE</u>	<u>END DATE</u>	<u>RANGE/ STEP</u>	<u>SITE</u>	<u>COMMENTS</u>
1	Abbond, Karey	08/14/18		R7/S2	JO	Cafeteria Worker/Step Increase
2	Alarid, Emily	05/01/19		R7/S2	EP	Cafeteria Worker/Step Increase
3	Cacioppo, Alexis	08/15/18		R16/S2	EP	Instructional Assistant-ABA/Step Increase
4	Cacioppo, Sherrie	08/14/18		R7/S4	RS	Cafeteria Worker/Step Increase
5	Costello, Jennifer	08/17/18		R7/S3	RS	Cafeteria Worker/Step Increase
6	Davis, Christina	08/01/18		R16/S4	NS	Nutrition Services Clerk Typist/Step Increase
7	Delorbe, Ruth	08/11/18		R7/S5	RS	Cafeteria Worker/Step Increase
8	Giovannetti, Kimberly	08/22/18		R7/S3	RS	Cafeteria Worker/Step Increase
9	Goodenow, Arlene	05/01/19		R7/S2	MA	Cafeteria Worker/Step Increase
10	Kim, Sharon	09/01/18		R20/S4	NS	Nutrition Services Bookkeeper/Step

11	Martinez, Veronica	08/14/18	R14/S4	MG	Increase Satellite Cafeteria Worker/Step Increase
12	Sanchez, Kris G.	08/14/18	R14/S4	MA	Satellite Cafeteria Worker/Step Increase

D. CLASSIFIED JOB DESCRIPTIONS

Addition:

- Instructional Assistant - ABA



## LOWELL JOINT SCHOOL DISTRICT

### INSTRUCTIONAL ASSISTANT – ABA (Applied Behavior Analysis)

Classified Salary Schedule  
Range 16

#### **JOB SUMMARY:**

Under general direction of a classroom teacher or program director, and the supervision of a school principal, provide specific instructional and behavioral strategies and techniques in support of students in autism and specialized programs.

#### **DISTINGUISHING CHARACTERISTICS:**

This classification is distinguished from other instructional assistants in that the primary responsibility is working with student in the District's special education behavioral disability and autism programs. Assignments in this classification will involve the need for knowledge of Applied Behavioral Analysis (ABA) and methodologies including but not limited to Discrete Trial Training, Picture Exchange Communication System (PECS), Social Skills, Pivotal Response Training, Floor time and TEACCH methodologies.

#### **ESSENTIAL FUNCTIONS:**

*The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the class.*

- Assist special needs students individually or in small groups and confer with teacher on assigned subjects to ensure coordination of instructional efforts.
- Reinforce student learning activities; assist students in operation of a variety of instructional media.
- Assist in implementation of Individualized Educational plans for students with autism and behavioral disabilities needs.
- Assist in management of student behavior through positive reinforcement strategies and techniques.
- Support and assist students with positive discipline in classroom, the library, on school site at lunch and recess, and while on field trip activities.
- Assist in the development of a variety of instructional materials and learning aides.
- Administer specific instructional and behavioral techniques to students with moderate to severe disabilities. Monitor and assist in remediation of specific learning problems.
- Assist in caring for student's physical needs as necessary (including use of bathroom facilities; toileting, diapering, help when getting on or off school bus, feeding and other self-help skills).
- Collect data and records anecdotal student progress notes, maintains and organizes program notebooks, and implement program modifications under the supervision and guidance of teacher, psychologist, and/or program specialist.
- Assist in specific instructional strategies and review data with teacher, psychologist, and/or program specialist.
- May be required to lift and/or move students with physical disabilities as necessary for educational purposes.
- Attend in-service training as directed.
- May assist with integrating special needs students in a mainstream setting.
- Administer medication in accordance with specific medical instructions; perform routine first aid, which may include aiding children with seizures or respiratory problems.
- Maintain and organize program notebooks and implement program modifications.
- Perform other related duties as assigned.

#### **QUALIFICATION GUIDELINES:**

##### **Knowledge of:**

- The basic methods of instruction.
- General needs and behavior of children diagnosed with developmental disabilities, including an understanding of appropriate behavior management techniques used in controlling and motivating students.
- General concepts of child growth and development and children diagnosed with developmental disabilities.
- General knowledge of the purposes and goals of District's special education programs.
- Correct English usage, punctuation, spelling and grammar.
- Routine recordkeeping.



**Ability to:**

- Maintain a vigorous work schedule that may require continuous physical activity.
- Perform routine clerical work that supports instructional activities such as: record keeping and the preparation of instructional materials.
- Learn and operate teaching aids and machines used in working with exceptional students.
- Learn and utilize basic methods and procedures to be followed in the special education instruction setting.
- Participate in student activities, including physical education
- Implement behavior modification techniques; manage student behavior and guide students toward more acceptable social behaviors.
- Demonstrate an understanding, patient, warm, and receptive attitude toward students.
- Establish and maintain cooperative and effective working relationships with students, staff and parents.
- Work effectively with students from preschool through eighth grade level.
- Understand, support, and protect confidential information on all students.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Perform clerical duties; establish and maintain effective record keeping procedures.
- Lift and move items weighing up to 50 pounds.

**Education/Training/Experience:**

Graduation from high school or its equivalent. Must meet one of the following qualifications as defined by the NCLB Act (SB1405): (1) AA degree or higher; (2) completion of at least 48 units of course work at an institution of higher education; (3) successfully pass the District's local assessment test. Experience in working with children requiring a specialized learning environment desirable. One year of paid or volunteer experience working with children in an educational or childcare setting is required. Experience working with children requiring a specialized learning environment desirable.

**License:**

Possession of valid First Aid and CPR Certificates. (If not held at the time of initial employment, they must be obtained within 30 days of District service as a condition of continued employment.) Attend District assigned ABA training; ABA Registered Behavior Technician (RBT) Certification preferred.

**PHYSICAL STANDARDS AND WORKING CONDITIONS:**

*The physical and mental demands and work environment described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. These physical demands are generic in nature and tasks may vary dependent on specific trade and or specialized work assignment.*

**Physical Demands:**

The physical demands of this position include sitting and standing for extended periods of time. Dependent on class/student assignment the employee may frequently move or lift children weighing up to 50 pounds unassisted from wheelchairs to tables or desks. Employees may lift and move students who may wear heavy braces, use wheelchairs and other assistive devices, assist students on or off a bus, either in a wheelchair or using some other mobility-assisted equipment. Frequent bending at the waist is required as is kneeling, crouching, pushing and pulling to assist students with shoelaces, braces, floor exercises and pushing of wheelchairs with or without students up and down includes, steps and on long walks. Employees may reach overhead as well as above the shoulders and horizontally. Dexterity of hands and fingers to demonstrate activities or run medical and instruction resource equipment is required as is hearing and speaking to exchange information, make presentations, hear in a noisy environment and locate the source of sound. Seeing to read a variety of materials and monitor student activities is required. The information contained in this physical standards description is for compliance with ADA and is not an exhaustive list of duties performed.

**Physical Requirements:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. These physical standards are generic in nature and tasks may vary dependent on specific trade and or specialized work assignment.

**Mental Demands:**

Employee must be able to comprehend and follow written and oral instructions; interpret policies and procedures; and interact cooperatively with District staff, parents, and the general public.

**Work Environment:**

While performing the duties of this job, the employee works in several environments including classroom, indoor and outdoor environments and on or near student playground equipment. The employee's primary responsibility is working with students with special needs. Employees in this position may have a higher level of physical injury from students. There is frequent contact with staff. The noise level is moderate.

*The information contained in the physical standards description is for compliance with ADA and is not an exhaustive list of duties performed. Individuals who hold this position may perform additional duties and additional duties may be assigned.*

**WORK PERIOD:**

10 months per year, five days per week, up to 5.25 hours per day

DRAFT