

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
May 7, 2018

- CALL TO ORDER                      President Hinz called the meeting to order at 6:30 p.m. at the District Office, 11019 Valley Home Avenue, Whittier.
- TOPICS NOT ON THE                None.  
AGENDA
- CLOSED MEETING                    President Hinz declared the meeting recessed to closed session at 6:30 p.m.
- CALL TO ORDER                    President Hinz reconvened the meeting to open session at 7:35 p.m.
- The flag salute was led by Dr. Sheri McDonald, Lowell Joint School District.
- Trustees Present:                  William A. Hinz, Fred W. Schambeck, Anastasia M. Shackelford 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                      In closed session, the Board took action (4-0) to release and reassign  
ACTION (IF ANY)                    EF2563964, certificated administrative employee (s) in the position (s) of  
TAKEN IN CLOSED                    Principal to a position within the scope of the employee's credential, pursuant to  
SESSION                                  Education Code section 44951, effective at the end of the 2017-18 school years,  
    and directed the Superintendent or designee to send out appropriate legal notices.
- In closed session Board also took action (4 – 0) to approve Matthew Cukro,  
    certificated administrative employee in the position of Principal of Meadow  
    Green Elementary, effective July 1, 2018, and directed the Superintendent or  
    designee to execute the necessary documents.
- In closed session the board took action (4-0) and agreed upon the terms of the  
    said agreements for State Student Identification Number: 6183212714, 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                Mr. Shackelford spoke the invitation he received for the LJEA /CSEA retirement  
OF    dinner for Lowell Joint Employees.  
CORRESPONDENCE

APPROVAL OF AGENDA	It was moved, seconded, and carried by unanimous vote, (4 – 0) to approve the May 7, 2018, Board agenda.
APPROVAL OF MINUTES TIMELY INFORMATION FROM THE BOARD AND SUPERINTENDENT SCHOOL REPORTS	It was moved, seconded, and carried by unanimous vote, (4 – 0) to approve the minutes from the April 9, 2018, Regular Board Meeting None.  Each Board Member shared highlights of their respective school.
RESOLUTION 2017/18 NO. 718 PROCLAIMING MAY 9, 2018, AS “DAY OF THE TEACHER”	It was moved, seconded, and carried by unanimous roll call vote (4 – 0) to adopt Resolution 2017/18 No. 718 proclaiming May 9, 2018, as “Day of the Teacher,” as attached, and authorized the Superintendent or designee to execute the necessary documents.
RESOLUTION 2017/18 NO. 719 PROCLAIMING MAY 20 – 26, 2018, AS CLASSIFIED SCHOOL EMPLOYEE WEEK”	It was moved, seconded, and carried by unanimous roll call vote (4 – 0) to adopt Resolution 2017/18 No. 719 proclaiming May 20 – 26, 2018, as “Classified School Employee Week,” as attached, and authorized the Superintendent or designee to execute the necessary documents.
RESOLUTION 2017/18 NO. 720 PROCLAIMING MAY 9, 2018, AS “SCHOOL NURSES DAY”	It was moved, seconded, and carried by unanimous roll call vote (4 – 0) to adopt Resolution 2017/18 No. 720 recognizing May 19, 2018, as “School Nurses Day,” as attached, and authorized the Superintendent or designee to execute the necessary documents.
APPROVAL TO AMMEND THE SCHEDULE OF REGULAR MEETINGS OF THE BOARD OF TRUSTEES OF THE LOWELL JOINT SCHOOL DISTRICT, 2018 ORGANIZATONAL YEAR, ADDING JULY 9, 2018, AS A REGULAR BOARD MEETING	It was moved, seconded, and carried by unanimous vote (4 – 0) to add July 9, 2018, Regular Board Meeting to the Lowell Joint School District 2018 Organizational Year, and authorized the Superintendent or designee to execute the necessary documents.
UPDATED/REVISED BOARD POLICY, STUDENT WELLNESS (BP 5030)	Information and first reading as the district updates current Board Policies and accompanying Administrative Regulations regarding Student Wellness (BP 5030)

RESOLUTION 2017/18 NO.  
722 APPROVING AN  
INCREASE IN STATUTORY  
SCHOOL FEES IMPOSED ON  
NEW RESIDENTIAL AND  
COMMERCIAL/INDUSTRIAL  
CONSTRUCTION

It was moved, seconded, and carried by unanimous roll call vote (4 – 0) to adopt Resolution 2017/18 No. 722 approving an increase in Statutory School Fees imposed on new residential and commercial/industrial construction, and authorized the Superintendent or designee to execute the necessary documents.

DECLARATION OF NEED  
FOR FULLY QUALIFIED  
EDUCATORS FOR THE  
2018/19 SCHOOL YEAR

It was moved, seconded, and carried by unanimous vote (4 – 0) to adopt the Declaration of Need for Fully Qualified Educators for the 2018/19 school year, and authorized the Superintendent or designee to execute the necessary documents.

LOCAL CONTROL  
ACCOUNTABILITY PLAN  
(LCAP) UPDATE

Dr. McDonald shared the newest information regarding the Local Control Accountability Plan (LCAP) to the Board of Trustees.

APPROVAL OF LOCAL  
INDICATORS RATING FOR  
SUBMISSION TO THE  
CALIFORNIA DASHBOARD

It was moved, seconded, and carried by unanimous roll call vote (4-0) to approve the Local Indicator data and upload as “Met” to the California Dashboard for the Fall release, and authorized the Superintendent or designee to execute the necessary documents.

EXPULSION PLAN  
BETWEEN THE LOS  
ANGELES COUNTY OFFICE  
OF EDUCATION AND  
LOWELL JOINT SCHOOL  
DISTRICT FOR THE  
IMPLEMENTATION OF  
EDUCATION CODE SECTION  
48926

It was moved, seconded, and carried by unanimous vote (4 – 0) to approve the Expulsion Plan between the Los Angeles County Office of Education and the Lowell Joint School District for the Implementation of Education Code Section 48926, and authorized the Superintendent or designee to execute the necessary documents.

CONSENT CALENDAR

It was moved, seconded, and carried by roll call unanimous vote, (4 – 0), to approve/ratify the following items, under a consent procedure.

APPROVAL OF RAPTOR  
TECH SYSTEMS TO  
PROVIDE FOR VISITOR  
SECURITY SCREENING TO  
THE DISTRICT 06/01/18-  
06/01/19

Approved Raptor Tech Systems to provide visitor security screening to the District 06/01/18-06/01/19, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF  
AGREEMENT WITH  
ABBY M. ROZENBERG  
TO PROVIDE A SPEECH  
AND LANGUAGE  
EVALUATION (IEE) FOR  
THE 2017-2018 SCHOOL  
YEAR

Approved the agreement with Abby M. Rozenberg to provide a speech and language evaluation (IEE) for the 2017-2018 school year, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF  
AGREEMENT WITH  
APPLIED BEHAVIORAL  
ALTERNATIVES, INC. TO  
PROVIDE A  
FUNCTIONAL  
BEHAVIOR  
ASSESSMENT (“FBA”)  
FOR THE 2017-2018  
SCHOOL YEAR

Approved the agreement with Applied Behavioral Alternatives, Inc. to provide a Functional Behavior Assessment, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF  
AGREEMENT WITH  
TRUE NORTH, INC., TO  
CONDUCT A VOTER  
SURVEY REGARDING  
THE POSSIBLE  
ISSUANCE OF  
GENERAL OBLIGATION  
BONDS

Approved the agreement with True North, Inc. to conduct a voter survey regarding the possible issuance of general obligation bonds, and authorized the Superintendent or designee to execute the necessary documents.

Purchase Order Report  
2017/18 #10

Approved Purchase Order Report 2017/18 #10, which lists all purchase orders issued April 2, 2018, through April 3, 2018.

Warrant Listing Report  
2017/18 #10

Approved Warrant Listing Report 2017/18 #10, which lists all warrants issued April 3, 2018, through April 24, 2018.

APPROVAL OF PIGGY  
BACK SUPPLY  
CONTRACT WITH KYA  
SERVICES LLC FOR  
INTERIOR FINISHING  
MATERIAL/EXTERIOR  
BEAUTIFICATION

Approved the agreement to piggyback on the supply contract with KYA Services, LLC, for interior finishing, material/exterior beautification, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF COVINA VALLEY UNIFIED SCHOOL DISTRICT COOPERATIVE AGREEMENT (JPA) FOR SURFACING AND ANCILLARY SERVICES DISTRICT WIDE AND ROUTINE AND DEFERRED MAINTENANCE PROJECTS

Approved the agreement with Covina Valley Unified School District Cooperative Agreement (JPA for Surfacing and Ancillary Services District Wide and Routine Deferred Maintenance Projects, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF AGREEMENT WITH JFK TRANSPORTATION FOR FIELD TRIP TRANSPORTATION

Approved the agreement with JFK Transportation to provide for field trip transportation, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF AGREEMENT WITH ORRIC, HERRINGTON & SUTCLIFF, TO PROVIDE BOND AND DISCLOSURE COUNSEL SERVICES FOR THE POSSIBLE ISSUANCE OF GENERAL OBLIGATION BONDS

Approved the agreement with Orric, Herrinton & Sutcliff, to provide bond and disclosure counsel services for the possible issuance of general obligation bonds, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF RESOLUTION 2017-18 NO. 723 TO APPROVE THE ENERGY SERVICES AGREEMENT BETWEEN THE LOWELL JOINT SCHOOL DISTRICT AND VECTOR ENERGY GROUP, LLC FOR ENERGY EFFICIENCY UPGRADES

Adopted Resolution 2017-18 No. 723 for the agreement between the Lowell Joint School District and Vector Energy Group, LLC for energy efficiency upgrades, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF AGREEMENT WITH ASC, INC., FOR STUDENT TRANSPORTATION SERVICES FOR EXTENDED SCHOOL YEAR

Approved the agreement with ASC, INC. for student transportation services for extended school year.

EMPLOYER-EMPLOYEE  
RELATIONS/PERSONNEL  
REPORT 2017-18 #10

Ratified Employer-Employee Relations/Personnel Report 2017-18 #10, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees

APPROVAL OF THE  
CLASSIFIED  
MANAGEMENT SALARY  
SCHEDULE ADDING THE  
OCCUPATIONAL  
THERAPIST EFFECTIVE  
JULY 1, 2018

Approved the classified management salary schedule and added the occupational therapist effective July 1, 2018.

APPROVAL OF  
RESOLUTION 2017-2018  
NO. 721 BOARD OF  
TRUSTEES OF THE  
LOWELL JOINT SCHOOL  
DISTRICT OF LOS  
ANGELES AND ORANGE  
COUNTIES,  
CALIFORNIA, TO  
RELEASE FROM  
ADMINISTRATIVE  
POSITION (EDUCATION  
CODE SECTION 44951)

Adopted Resolution 2017-2018 No. 721 that between the board of Trustees of the Lowell Joint School District of Los Angeles and Orange Counties, California, to release from Administrative Position per (education code section 44951)

TOPICS NOT ON THE  
AGENDA

There were nine parents that shared their concerns regarding class sizes for the upcoming school year.

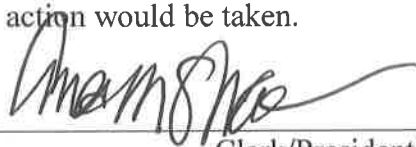
Eleven teachers shared their concerns regarding bargaining, negotiations, and salaries.

BOARD MEMBER /  
SUPERINTENDENT  
COMMENTS

None

ADJOURNMENT

President Hinz declared the meeting adjourned at 9:40 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:

5/7/18

**LOWELL JOINT SCHOOL DISTRICT**

**RESOLUTION 2017/18 NO. 718**

**A RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE LOWELL JOINT SCHOOL DISTRICT  
OF LOS ANGELES AND ORANGE COUNTIES, CALIFORNIA,  
RECOGNIZING WEDNESDAY, MAY 9, 2018, AS  
“DAY OF THE TEACHER”**

**WHEREAS**, Lowell Joint School District teachers are dedicated to providing outstanding learning experiences for all students; and

**WHEREAS**, Lowell Joint School District teachers work to motivate students to achieve maximum potential; and

**WHEREAS**, Lowell Joint School District teachers are committed to parent involvement and positive community activities; and

**WHEREAS**, Lowell Joint School District teachers are role models for district students preparing to become contributing and successful adults; and

**WHEREAS**, Lowell Joint School District teachers are respected and appreciated by the Board of Trustees, administrators, support staff members, parents, students, and the residents of the community; and

**WHEREAS**, Wednesday, May 9, 2018, has been designated as “Day of the Teacher” in the State of California;

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Trustees, on behalf of the students, parents, and the community at large, does hereby recognize Wednesday, May 9, 2018, as a day of formal recognition and appreciation of the efforts of the teachers in the Lowell Joint School District.

**APPROVED AND ADOPTED** this 7<sup>th</sup> day of May, 2018, by the following vote:

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

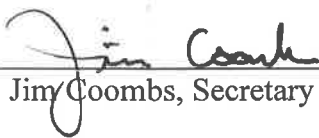
**NOES:**

**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 7<sup>th</sup> day of May, 2018, and passed by a unanimous vote of those present.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal the 7<sup>th</sup> day of May, 2018.

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



**LOWELL JOINT SCHOOL DISTRICT**

**RESOLUTION 2017/18 NO. 719**

**A RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE LOWELL JOINT SCHOOL DISTRICT  
OF LOS ANGELES AND ORANGE COUNTIES, CALIFORNIA,  
RECOGNIZING MAY 20 – 26, 2018, AS  
“CLASSIFIED SCHOOL EMPLOYEES WEEK”**

**WHEREAS**, the week of May 20 – 26, 2018, has been designated as “Classified School Employees Week” in the State of California; and

**WHEREAS**, classified school employees provide valuable services to the schools and students of the Lowell Joint School District; and

**WHEREAS**, classified school employees contribute to the establishment and promotion of a positive environment; and

**WHEREAS**, classified school employees play a vital role in providing for the welfare and safety of Lowell Joint School District students; and

**WHEREAS**, classified school employees employed by the Lowell Joint School District strive for excellence in all areas relative to the educational community;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees on behalf of the students, parents, and community at large, does hereby recognize and wish to honor the contribution of the classified school employees to quality education in the State of California and in the Lowell Joint School District and declares the week of May 20 – 26, 2018, as “Classified School Employee Week” in the Lowell Joint School District.

**APPROVED AND ADOPTED** this 7<sup>th</sup> day of May, 2018, by the following vote:

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

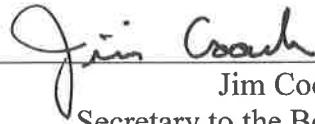
**NOES:**

**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 foregoing resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on the 7<sup>th</sup> day of May, 2018, and passed by a unanimous vote of those present.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal this 7<sup>th</sup> day of May, 2018.

A handwritten signature in cursive script that reads "Jim Coombs". The signature is written in black ink and is positioned above a horizontal line.

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Jim Coombs  
Secretary to the Board of Trustees

**LOWELL JOINT SCHOOL DISTRICT**

**RESOLUTION 2017/18 No. 720**

**A RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE LOWELL JOINT SCHOOL DISTRICT OF  
LOS ANGELES AND ORANGE COUNTIES, CALIFORNIA,  
RECOGNIZING WEDNESDAY, MAY 9, 2018, AS  
"SCHOOL NURSES DAY"**

**WHEREAS**, every child must be ready to learn, having their basic needs met so that they may achieve optimal physical, emotional, social, and educational development and be prepared for full participation in society; and

**WHEREAS**, through public schools, communities can work together in unprecedented ways to eliminate barriers to learning and to provide access to health care for children and families; and

**WHEREAS**, California's credentialed school nurses are pivotal members of a coordinated school health system, delivering services to children and eliminating health disparities and barriers and supporting academic success for all children; and

**WHEREAS**, school nurses provide vital links between public and private resources and programs; collaboration between schools and health and human service agencies to bring school and community services to schools; and support efforts to connect families to insurance programs to meet their needs; and

**WHEREAS**, school nurses create and maintain safe school environments; provide mandatory health education, health screenings, and immunizations; deliver early intervention services; design wellness-driven programs; and assist pupils with chronic and acute illnesses and special needs as they transition from home to school;

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Trustees on behalf of the students, parents, and community at large, does hereby recognize Wednesday, May 9, 2018, as School Nurses Day to support the learning and health needs of California's children to ensure academic success.

**APPROVED AND ADOPTED** this 7<sup>th</sup> day of May, 2018, by the following vote:

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

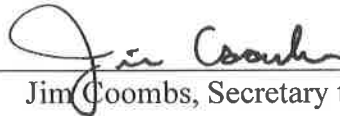
**NOES:**

**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 7<sup>th</sup> day of May, 2018, and passed by a unanimous vote of those present.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal this 7<sup>th</sup> day of May, 2018.



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Jim Coombs, Secretary to the Board of Trustees

**Lowell Joint School District**

**SCHEDULE OF REGULAR MEETINGS OF THE BOARD OF TRUSTEES  
OF THE LOWELL JOINT SCHOOL DISTRICT  
2018 ORGANIZATIONAL YEAR**

Unless otherwise specified, all meetings are held at 7:30 p.m. in the Board Room of the District Office, located at 11019 Valley Home, Whittier, California.

First and Only Regular Meeting in December, 2017 (Organizational Meeting)	Monday, December 11 (2 <sup>nd</sup> Monday)
First and Only Regular Meeting in January, 2018	Tuesday, January 16 (Tuesday)
First and Only Regular Meeting in February, 2018	Monday, February 5
First and Only Regular Meeting in March, 2018 Second Regular Meeting in March, 2018	Monday, March 5 Monday, March 12
First and Only Regular Meeting in April, 2018	Monday, April 9 (2 <sup>nd</sup> Monday)
First and Only Regular Meeting in May, 2018	Monday, May 7
First Regular Meeting in June, 2018 Second Regular Meeting in June, 2018	Monday, June 11 (2 <sup>nd</sup> Monday) Monday, June 25 (4 <sup>th</sup> Monday)
First and Only Regular Meeting in July, 2018	Monday, July 9
First and Only Regular Meeting in August, 2018	Monday, August 13 (2 <sup>nd</sup> Monday)
First and Only Regular Meeting in September, 2018	Monday, September 10 (2 <sup>nd</sup> Monday)
First and Only Regular Meeting in October, 2018	Monday, October 1
First and Only Regular Meeting in November, 2018	Monday, November 5
First and Only Regular Meeting in December, 2018 (Organizational Meeting)	Monday, December 10 (2 <sup>nd</sup> Monday)

**LOWELL JOINT SCHOOL DISTRICT**

**RESOLUTION 2017/18 NO. 722**

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
LOWELL JOINT SCHOOL DISTRICT APPROVING AN  
INCREASE IN STATUTORY SCHOOL FEES IMPOSED ON NEW  
RESIDENTIAL AND COMMERCIAL/INDUSTRIAL  
CONSTRUCTION PURSUANT TO EDUCATION CODE SECTION  
17620 AND GOVERNMENT CODE SECTION 65995**

**WHEREAS**, the Board of Trustees (“Board”) of the Lowell Joint School District (“District”) provides for the educational needs for Grade K-8 students; and

**WHEREAS**, on January 24, 2018, the State Allocation Board (“SAB”) authorized an adjustment in the statutory school fee amounts for unified school districts pursuant to Government Code Section 65995(b)(3) to Three and 79/100 Dollars (\$3.79) per square foot for assessable space of new residential construction (“Residential Statutory School Fees”) and Sixty-One Cents (\$0.61) per square foot of chargeable covered and enclosed space for the categories of new commercial/industrial construction (“Commercial/Industrial Fees” and collectively “Statutory School Fees”), as long as such increases are properly justified by the District pursuant to law; and

**WHEREAS**, the District pursuant to Education Code Section 17623(a) entered into a fee sharing agreement (“Fee Sharing Agreement”) with the Fullerton Joint Union High School District (“FJUHS”), which provides for the educational needs of students in the same jurisdictional boundaries as the District. The Fee Sharing Agreement specifies the allocation of Statutory School Fees that may be charged and collected by the District, and said agreement allows the District to charge and collect an amount approximately sixty-six and sixty-seven hundredths percent (66.67%) to the District and approximately thirty-three and thirty-three hundredths percent (33.33%) to FJUHS; and

**WHEREAS**, new residential and commercial/industrial construction continues to generate additional students for the District’s schools and the District is required to provide school facilities (“School Facilities”) to accommodate those students; and

**WHEREAS**, the District does not have sufficient funds available for the construction or reconstruction of the School Facilities, construction of permanent School Facilities, and acquisition of interim School Facilities, to accommodate students from new residential and commercial/industrial construction; and

**WHEREAS**, the Board has received and considered a report entitled, School Fee Justification Study (“Study”), which includes information, documentation, and analysis of the School Facilities needs of the District, including: (a) the purpose of the Applicable Statutory School Fees; (b) the use to which the Applicable Statutory School Fees are to

be put; (c) the nexus (roughly proportional and reasonable relationship) between the residential and commercial/industrial construction and (1) the use for Applicable Statutory School Fees, (2) the need for School Facilities, (3) the cost of School Facilities and the amount of Applicable Statutory School Fees from new residential and commercial/industrial construction; (d) a determination of the impact of the increased number of employees anticipated to result from the commercial/industrial construction (by category) upon the cost of providing School Facilities within the District; (e) an evaluation and projection of the number of students that will be generated by new residential construction; (f) the new School Facilities that will be required to serve such students; and (g) the cost of such School Facilities; and

**WHEREAS**, the Study pertaining to the Statutory School Fees and to the capital facilities needs of the District has been available to the public for at least ten (10) days before the Board considered at a regularly scheduled public meeting the increase in the Statutory School Fees; and

**WHEREAS**, all notices of the proposed increase in the Statutory School Fees have been given in accordance with applicable law; and

**WHEREAS**, a public hearing was duly held at a regularly scheduled meeting of the Board relating to the proposed increase in the Statutory School Fees on April 4, 2016; and

**WHEREAS**, as to the Statutory School Fees, Education Code Section 17621 provides that the adoption, increase or imposition of any fee, charge, dedication, or other requirement, pursuant to Education Code Section 17620 shall not be subject to the California Environmental Quality Act, Division 13 (commencing with Section 21000) of the Public Resources Code.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE LOWELL JOINT SCHOOL DISTRICT AS FOLLOWS:**

**Section 1.** That the Board accepts and adopts the Study.

**Section 2.** That the Board finds that the purpose of the Statutory School Fees imposed upon new residential construction are to fund the additional School Facilities required to serve the students generated by the new residential construction upon which the Statutory School Fees are imposed.

**Section 3.** That the Board finds that the Statutory School Fees imposed on new residential construction will be used only to finance those School Facilities described in the Study and related documents, and that these School Facilities are required to serve the students generated by the new residential construction within the District; and that the use of the Statutory School Fees will include construction of additional School Facilities, remodeling existing School Facilities to add additional classrooms, and technology, and acquiring and installing additional portable classrooms and related School Facilities, remodeling of existing School Facilities, and additional portables to be determined based

on the residence of the students being generated by such new residential construction, as well as any required central administrative and support facilities, within the District.

**Section 4.** That the Board finds that there is a roughly proportional, reasonable relationship between the use of the Statutory School Fees and the new residential construction within the District because the Statutory School Fees imposed on new residential construction by this Resolution will be used to fund School Facilities that will be used to serve the students generated by such new residential construction.

**Section 5.** That the Board finds that there is a roughly proportional, reasonable relationship between the new residential construction upon which the Statutory School Fees are imposed, and the need for the construction or reconstruction of School Facilities in the District because new students will be generated from new residential construction within the District and these students cannot be housed by the District without causing the District to incur additional costs to construct School Facilities and/or reconstruct existing School Facilities.

**Section 6.** That the Board finds that the amount of the Statutory School Fees imposed on new residential construction as set forth in this Resolution is roughly proportional and reasonably related to, and does not exceed the cost of, providing the School Facilities required to serve the students generated by such new residential construction within the District.

**Section 7.** That the Board finds that the purpose of the Statutory School Fees imposed on new commercial/industrial construction is to fund the additional School Facilities required to serve the students generated by the new commercial/industrial construction upon which the Commercial/Industrial Fees are imposed.

**Section 8.** That the Board finds that the Statutory School Fees imposed on new commercial/industrial construction (by category) will be used only to finance those School Facilities described in the Study and related documents and that these School Facilities are required to serve the students generated by such new commercial/industrial construction; and that the use of the Statutory School Fees will include construction of additional School Facilities, remodeling existing School Facilities to add additional classrooms and technology, and acquiring and installing additional portable classrooms and related facilities, remodeling of existing School Facilities, and additional portables to be determined based on the residence of the students being generated by such new commercial/ industrial construction, as well as any required central administrative and support facilities within the District.

**Section 9.** That the Board finds that there is a roughly proportional, reasonable relationship between the use of the Statutory School Fees and new commercial/industrial construction by category within the District because the Statutory School Fees imposed on commercial/industrial construction by this Resolution will be used to fund School Facilities which will be used to serve the students generated by such new commercial/industrial construction.

**Section 10.** That the Board finds that there is a roughly proportional, reasonable



relationship between the new commercial/industrial construction by category, upon which the Statutory School Fees are imposed, and the need for additional School Facilities in the District because new students will be generated from new commercial/industrial construction within the District and the District does not have student capacity in the existing School Facilities to accommodate these students.

**Section 11.** That the Board finds that the amount of the Statutory School Fees imposed on new commercial/industrial construction by category as set forth in this Resolution is roughly proportional and reasonably related to and does not exceed the cost of providing the School Facilities required to serve the students generated by such new commercial/industrial construction within the District.

**Section 12.** That the Board finds that a separate fund ("Fund") of the District and two or more sub-funds ("Sub-Funds") have been created or are authorized to be established for all monies received by the District for the deposit of Statutory School Fees and mitigation payments ("Mitigation Payments") imposed on construction within the District and that said Fund and Sub-Funds at all times have been separately maintained, except for temporary investments, with other funds of the District as authorized by law.

**Section 13.** That the Board finds that the monies of the separate Fund or the separate Sub-Funds described in Section 12, consisting of the proceeds of Statutory School Fees and Mitigation Payments have been imposed for the purposes of constructing and reconstructing those School Facilities necessitated by new residential and/or commercial/industrial construction, and thus, these monies may be expended for all those purposes permitted by applicable law. The Statutory School Fees may also be expended by the District for the costs of performing any study or otherwise making the findings and determinations required under subdivisions (a), (b) and (d) of Section 66001 of the Government Code. In addition, the District may also retain, as appropriate, an amount not to exceed in any fiscal year, three percent (3%) of the fees collected in that fiscal year pursuant to Education Code Section 17620 for reimbursement of the administrative costs incurred by the District in collecting the Statutory School Fees.

**Section 14.** That the Board is hereby justified in levying the Statutory School Fees as a condition of approval of new residential development projects and imposes the Statutory School Fees on such development projects in the following amounts, which shall be adjusted pursuant to the Fee Sharing Agreement:

- a. Two and 53/100 Dollars (\$2.53) per square foot of assessable space for new residential construction, including new residential projects, manufactured homes and mobile homes as authorized under Education Code Section 17625, and including residential construction or reconstruction other than new construction where such construction or reconstruction results in an increase of assessable space, as defined in Government Code Section 65995, in excess of five hundred (500) square feet.
- b. Forty-One Cents (\$0.41) per square foot of assessable space, for new residential construction used exclusively for the housing of senior citizens, as

described in Section 51.3 of the Civil Code or as described in subdivision (k) of Section 1596.2 of the Health and Safety Code or a multi level facility as described in paragraph 9 of subdivision (d) of Government Code Section 15432 or any mobile home or manufactured home that is located within a mobile home park, subdivision, cooperative or condominium for mobile homes limited to older persons as defined by the Federal Fair Housing Amendments of 1988.

**Section 15.** That this Board is hereby justified in levying the Statutory School Fees as a condition of approval of new commercial/industrial construction projects and levies the Statutory School Fees on such development projects in the amount of Thirty-seven Cents (\$0.37) per square foot of chargeable covered and enclosed space for all categories of commercial/industrial construction, except for properties that are classified as rental self-storage properties. The maximum applicable Statutory School Fees that may be levied per square foot of chargeable covered and enclosed space is Three Cents (\$0.03) for rental self-storage properties.

**Section 16.** That the proceeds of the Statutory School Fees established pursuant to this Resolution shall continue to be deposited into those Sub-Funds of the Funds identified in Section 12 of this Resolution, the proceeds of which shall be used exclusively for the purpose for which the Statutory School Fees are to be collected, including, as to Statutory School Fees, accomplishing any study, findings or determinations required by subdivisions (a), (b) and (d) of Section 66001 of the Government Code, or retaining an amount not to exceed in any fiscal year, three percent (3%) of the fees collected in that fiscal year pursuant to Education Code Section 17620 for reimbursement of the administrative costs incurred by the District in collecting the Statutory School Fees or in financing the described Study or in defending the imposition of Statutory School Fees.

**Section 17.** That the District's Superintendent, or designee, is directed to cause a copy of this Resolution to be delivered to the building officials of the City of La Habra, La Habra Heights, La Mirada, Whittier (each a "City" or collectively the "Cities"), the Counties of Orange and Los Angeles (each a "County" or collectively the "Counties") and the Office of Statewide Health Planning and Development ("OSHPD") along with a copy of all the supporting documentation referenced herein and a map of the District clearly indicating the boundaries thereof, advising the Cities, Counties and the OSHPD that new residential and commercial/ industrial construction is subject to the Statutory School Fees changed pursuant to this Resolution and requesting that no building permit or approval for occupancy be issued by any of these entities for any new residential development project, mobile home or manufactured home subject to the Statutory School Fees absent a certification of compliance ("Certificate of Compliance") from the District demonstrating compliance of such project with the requirements of the Statutory School Fees, nor that any building permit be issued for any nonresidential construction absent a certification from this District of compliance with the requirements of the applicable Statutory School Fees.

**Section 18.** That the Board hereby establishes a process that permits the party against whom the Commercial/Industrial Fees are imposed the opportunity for a hearing

to appeal that imposition of Commercial/Industrial Fees for commercial/industrial construction as stated in Education Code Section 17621(e)(2).

**Section 19.** That the Superintendent is authorized to cause a Certificate of Compliance to be issued for each development project, mobile home and manufactured home for which there is compliance with the requirement for payment of the Statutory School Fees in the amounts specified by this Resolution. In the event a Certificate of Compliance is issued for the payment of Statutory School Fees for a development project, mobile home or manufactured home and it is later determined that the statement or other representation made by an authorized party concerning the development project as to square footage is untrue or in the event the zoning is declared invalid, then such Certificate of Compliance shall automatically terminate, and the appropriate City, County or OSHPD shall be so notified.

**Section 20.** That no statement or provision set forth in this Resolution, or referred to therein shall be construed to repeal any preexisting fee or mitigation amount previously imposed by the District on any residential or nonresidential construction.

**Section 21.** That if any portion or provision hereof is held invalid, the remainder hereof is intended to be and shall remain valid.

**Section 22.** That the change in the District's Statutory School Fees will become effective sixty (60) days from the date of this Resolution unless a separate resolution increasing the fees immediately on an urgency basis is adopted by the Board.

**APPROVED AND ADOPTED** this 7<sup>th</sup> day of May, 2018, by the following vote:

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

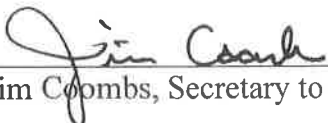
**NOES:**

**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 7<sup>th</sup> day of May, 2018, and passed by a unanimous vote of those present.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal this 7<sup>th</sup> day of May, 2018.

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



"B" WARRANTS FOR BOARD APPROVAL ON:  
 May 7, 2018

"B" WARRANT DOCUMENTS : 1484 - 1657, 3094 - 3110

<b>674,266.28</b>
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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
1484	SHENKMAN & HUGHES, PC-FEES	30,000.00
1492	NIGRO & NIGRO-DISTRICT, AUDIT SERVICES	5,377.00
1508	RHONDA ESPARZA - EP, CUE CONF. REIMBURSEMENT	243.95
1509	UNUM LIFE INSURANCE PREMIUM- R. JONES, 2ND QTR	683.16
1510	JANICE JACOBSEN-MEADOW GREEN, MAR 2018	252.00
1511	SHELLY PIMPER - CUE CONF. REIMBURSEMENT	217.98
1512	YUMI YAMAMOTO - JO, PURCHASE REIMBURSEMENT	47.36
1513	RANCHO LA HABRA REP. WOMEN FED.- CONTEST LUNCHEON	325.00
1514	DAVID SHUN - MA, PURCHASE REIMBURSEMENT	185.49
1515	SALYERS PERCUSSION - RS, DRUM SUPPLIES	319.34
1517	SOUTHERN CALIFORNIA GAS - FEBRUARY - MARCH	269.22
1518	SUBURBAN WATER SYSTEMS - FEBRUARY - MARCH	2,907.52
1519	SOUTHERN CALIFORNIA EDISON - FEBRUARY - MARCH	3,491.71
1520	VERIZON WIRELESS - FEBRUARY - MARCH	679.02
1521	CALIF. PUBLIC EMPLOYEES RET. SYSTEM/ MED. INS., MAR.	265,174.25
1522	CALIF. PUBLIC EMPLOYEES RET. SYSTEM/ MED. INS., MAR.	5,144.14
1523	AMERICAN FIDELITY ASSURANCE/EMP. DEDUCTIONS, MAR.	7,612.76
1524	ASSOC. OF CA. SCHOOL ADMIN./EMP. DEDUCTIONS, MAR.	219.60
1525	CA. ASSOC. OF SCHOOL PSYCH/ EMP.DEDUCTIONS, MAR.	15.50
1526	CALIF. SCHOOL EMPLOYEES ASSOC./EMP. DEDUCTIONS, MAR.	3,684.67
1527	CALIF. TEACHERS ASSOC./EMPLOYEE DEDUCTIONS, MAR.	13,993.63
1528	PACIFIC EDUCATORS, INC./EMP. DEDUCTIONS, MAR.	77.00
1529	UNITED WAY OF GREATER L.A./EMP.DEDUCTIONS, MAR.	10.00
1530	DELTA DENTAL- CERT. RETIREE VOL. DENTAL PLAN, MAR.	1,643.30
1531	LESLIE FELTON - CUE CONFERENCE REIMBURSEMENT	128.16
1532	MICHELLE BOHEN - CUE CONFERENCE REIMBURSEMENT	239.59
1533	NICOLE ULLOA - CUE CONFERENCE REIMBURSEMENT	274.98
1534	AMY LILES - CUE CONFERENCE REIMBURSEMENT	238.66
1535	KARI DANIEL - CUE CONFERENCE REIMBURSEMENT	89.63
1536	DAVID SHUN - CUE CONFERENCE REIMBURSEMENT	238.66
1537	STEPHANIE RUTLEDGE - CUE CONFERENCE REIMB.	193.39
1538	LAUREN ORNELAS - CUE CONFERENCE REIMB.	138.63
1539	SYLVIA LEE - CUE CONFERENCE REIMBURSEMENT	224.92
1540	KERRI PETRAKIS - CUE CONFERENCE REIMB.	137.65
1541	CHRISTIAN MANGOLD - CUE CONFERENCE REIMB.	252.18
1542	BECKY SMITH - CUE CONFERENCE REIMBURSEMENT	118.74
1543	CAROLYN KANE - CUE CONFERENCE REIMBURSEMENT	261.05
1544	MARY BRIMMAGE - CUE CONFERENCE REIMBURSEMENT	152.22
1545	AMERICAN EXPRESS - MARCH PURCHASES	10,814.37

1546	ASSOC. OF CA. SCHOOL ADMIN./ SYMPOSIUM 2018	698.00
1547	ATKINSON, ANDELSON, RUUD & ROMO - LEGAL SERVICES, FEB.	3,287.39
1548	AUTOZONE - GROUNDS/ VEHICLE PARTS	8.24
1549	BARCO PRODUCTS CO. - MG, PARKING POSTS	162.20
1550	BILLBOARD TARPS - RS DRUMLINE/ TARP	905.00
1551	COALITION FOR ADEQUATE SCHOOL HOUSING - CONF.	1,049.00
1552	CDW-GOVERNMENT - TECHNOLOGY SUPPLIES	487.51
1553	CITY OF LA HABRA - FUEL, FEBRUARY	1,339.62
1554	DANGELO CO. - MACY, MAINTENANCE MATERIALS	68.85
1555	DANIEL'S TIRE SERVICE - VEHICLE REPAIR/ MAINTENANCE	299.46
1556	DEMCO - LIBRARY MATERIALS, FEBRUARY	160.14
1557	EAST WHITTIER GLASS & MIRROR - MA, GLASS INSTALLATION	312.47
1558	ENVELOPES TOMORROW - RANCHO, ENVELOPES	163.50
1559	FULLERTON SCHOOL DISTRICT - NUTRITION/ ENVELOPES	360.00
1560	GENERAL PROJECTS CONTROL - MA, LANDSCAPE	10,878.00
1561	GENUINE HEATING & COOLING - OLITA, REPAIRS	5,800.00
1562	GOPHER - MEADOW GREEN, BALANCE SET/ ARCH	522.71
1563	LOWE'S-M&O, SUPPLIES	126.05
1564	SUPPLYWORKS - MAINTENANCE MATERIALS/ TOOLS	9,504.19
1565	CHRIS AVILES - CUE CONFERENCE REIMBURSEMENT	400.44
1566	ARIANA CAZARES - SUPPLIES/ FLEX CLASS	63.73
1567	REBECCA CHAMPION - CUE CONFERENCE REIMBURSEMENT	186.71
1568	ERIC CHITTUM - GCAD SUPPLIES REIMBURSEMENT	2,671.34
1569	RALPH FIGUEROA - CASH CONFERENCE REIMB.	701.69
1570	ADAM LUNA - ACSA CONFERENCE PARKING	78.00
1571	SHERLY MCDONALD - MILEAGE REIMBURSEMENT	69.01
1572	LINDA TAKACS - SUPPLIES FOR PARENT NIGHT	216.27
1573	JIM COOMBS - SUPPLIES, PROFESSIONAL DAY	444.54
1574	SOUTHERN CALIFORNIA GAS - FEBRUARY - MARCH	135.19
1575	WARE DISPOSAL - SERVICE, APRIL	2,897.68
1576	MOBIL SERVICE CENTER - VEHICLE MAINTENANCE	93.15
1577	LOS ANGELES COUNTY SHERIFF'S DEPT. - RS, FEB.	1,600.78
1578	MULTI-HEALTH SYSTEMS - SPECIAL ED. SUPPLIES	541.15
1579	PRO-ED, INC. - SPECIAL ED. SUPPLIES	532.40
1580	DEANNA MORRISON - BOOK SUPPLY REIMBURSEMENT	136.56
1581	KRISTA VAN HOOGMOED - TARP COVER REIMBURSEMENT	28.88
1582	MARGARET PALMER - CUE CONFERENCE REIMBURSEMENT	219.40
1583	MICHELE VANDERLEE - CUE CONFERENCE REIMBURSEMENT	136.66
1584	KRISTA KARR - CUE CONFERENCE REIMBURSEMENT	231.35
1585	SO CAL EDISON, OLITA, UTILITIES MARCH 2018	2,510.90
1586	NMK CORPORATION-TECH, SUPPLIES	500.00
1587	J.W. PEPPER & SON, INC.-RS, BAND SUPPLIES	449.06
1588	IMPERIAL BAND INSTRUMENTS-RS, BAND SUPPLIES	101.19
1589	OCDE-CONFERENCE REGISTRATION	875.00
1590	SUBURBAN WATER SYSTEMS -JO, MA- MARCH 2018	3,046.78
1591	SCHOOL NURSE SUPPLY-SPEC ED, SUPPLIES	41.98
1592	WESTONE, SPEC ED, SUPPLIES	91.00
1593	TREMCO TECHNOLOGY-M&O, SERVICES	3,425.00

1594	TOTAL ENVIRONMENTAL MGMT-M&O, SERVICES	625.00
1597	JACK STRADTMAN-FEB 2018 MILEAGE REIMBURSEMENT	218.00
1598	MILTOS VARKATZAS-M&O, MARCH 2018 CONTRACT SVCS	7,685.00
1601	BUDDY'S ALL STARS, INC.-MACY, SUPPLIES	968.42
1602	CDW-GOVERNMENT - TECHNOLOGY SUPPLIES	3,575.48
1603	CSM CONSULTING,INC.-TECH, SUPPLIES	2,125.00
1604	ELITE SHEET METAL, INC.-MAINTENANCE, SUPPLIES	1,972.00
1605	ENCORE DATA PRODUCTS, INC.-MACY, SERVICES	1,734.48
1606	HOUGHTON MIFFLIN-CURRICULUM, BOOKS	645.78
1607	MARY JO EVANOFF-SUPT. OFFC, PURCHASE REIMBURSEMENT	128.40
1608	MARIA UBEDA-KIM-SPEC ED, CONFERENCE REGISTRATION	40.00
1609	SCOTT VAN DIEST-RS, PURCHASE REIMBURSEMENT	33.53
1610	SOUTHWEST SCHOOL SUPPLY - SUPPLIES	6,556.78
1617	MOBILE SERVICE CENTER-SUPPLIES	234.40
1618	BEHAVIOR & EDUCATION-SPEC ED TUITION	7,406.66
1619	GALLAGHER PEDIATRIC THERAPY-SP ED, TUITION	25,588.25
1620	SERGIO ESPINOZA-NUTRITION SVCS, MILEAGE	25.62
1621	RUTH DEL ORBE-NUTRITION SVCS, MILEAGE	25.62
1622	KRIS SANCHEZ-NUTRITION SVCS-MILEAGE	24.31
1623	IVONNE ORNELAS-NUTRITION SVCS, MILEAGE	25.62
1624	SO CAL EDISON-MACY- UTILITIES MARCH 2018	49.06
1625	MOBIL MODULAR PORTABLE STORAGE-SVCS	2,634.15
1626	KATHERINE ATKINSON-DO, SUPPLIES	104.00
1627	BUG FLIP-MAINTENANCE, SERVICES	130.00
1628	CANNINGS HARDWARE LA HABRA-JO,MA,NUTRITION	118.34
1629	CINTAS CORP.-MAINT-SUPPLIES	830.79
1630	GLASBY SUPPLY-JO, OL, M&O, SUPPLIES	6,321.63
1631	JAMES HARDWARE CO.-JO,OL,M&O,DO, SUPPLIES	242.93
1632	PLUMBING WHOLESALE OUTLET-JORDAN, SUPPLIES	36.40
1633	SHERWIN WILLIAMS-OLITA, SUPPLIES	50.60
1634	SOUTHEAST CONSTRUCTION-MG, SUPPLIES	171.15
1635	US AIR CONDITIONING DIST-MAINTENANCE, SUPPLIES	7.54
1636	WALTERS WHOLESALE ELECTRIC, MAINTENANCE, SUPPLIES	295.13
1637	GUARDIAN PRINTING-MG, SUPPLIES	2,288.37
1638	THE STANDARD INS CO.-DO, APRIL 2018	5,130.32
1639	EDLIO, INC -TECH., WEBSITE CONTENT MANAGEMENT	3,940.00
	EARLY RETIREE REIMBURSEMENTS - MAY 2018	
1640	DAWN AANDAHL	509.70
1641	DEBORAH ANDERSON	923.03
1642	MARIANNE DOYLE MEDINA	509.70
1643	DONALD EVANS	1,107.78
1644	CLAUDIA HYATT	509.70
1645	ELIZABETH KANESHIRO	911.93
1646	KIM LIKERT	1,152.40
1647	BRAD MILLER	1,152.40
1648	CAROLINE PETERSON	1,152.40
1649	RONALD RANDOLPH	631.60
1650	GAYLE ROGERS	249.30





RESOLUTION 2017/18 No. 723

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
LOWELL JOINT SCHOOL DISTRICT OF LOS ANGELES AND ORANGE  
COUNTIES, CALIFORNIA, TO APPROVE THE ENERGY SERVICES AGREEMENT  
BETWEEN THE LOWELL JOINT SCHOOL DISTRICT AND VECTOR ENERGY  
GROUP, LLC FOR ENERGY EFFICIENCY UPGRADES**

**WHEREAS**, the Lowell Joint School District ("District") Board of Trustees ("Board") supports the goal of sustainable school operations and directed staff to develop energy efficient practices for use in the District; and

**WHEREAS**, the Board wishes to further reduce the District's energy consumption and costs and improve the energy quality and reliability at existing District facilities; and

**WHEREAS**, the California Clean Energy Jobs Act, codified in the California Public Resources Code and California Energy Commission Guidelines, ("Proposition 39") authorizes the District to enter into energy services contracts for energy efficiency projects financed by Proposition 39 funds, provided that the contract and projects meet Proposition 39 statutory requirements; and

**WHEREAS**, the District evaluated providers of energy services in connection with the Energy Expenditure Plan approved by the California Energy Commission ("CEC") and to meet the guidelines outlined in Proposition 39; and

**WHEREAS**, the District selected Vector Energy Group, LLC ("Vector") to perform the upgrades to reduce energy use and costs in its facilities ("Recommendations"); and

**WHEREAS**, based on these Recommendations, Vector has proposed to the District an Energy Services Agreement ("Agreement"), attached hereto as Exhibit A, under the terms of which Vector will install energy efficient upgrades in compliance with the funding requirements of Proposition 39.

**NOW THEREFORE,**

**BE IT RESOLVED** that the foregoing statements are true and correct.

**BE IT FURTHER RESOLVED** that, based on data and information provided by District staff and a review of the documents, the Board finds that the Agreement and project meet Proposition 39 statutory requirements for funding;

**BE IT FURTHER RESOLVED**, in accordance with the above findings, that the Board hereby approves the Agreement in substantially the same form as attached hereto as Exhibit A, subject to non-substantive revisions necessary to effect the intent of the parties and any such revisions made in conformity with the purposes and intent of this Resolution are hereby ratified, confirmed, and approved by adoption of this Resolution by the Board;

**BE IT FURTHER RESOLVED** that Jim Coombs, Superintendent, is hereby authorized and empowered to execute in the name of Lowell Joint School District all necessary documents to implement and carry out the purposes of this resolution.

**PASSED AND ADOPTED** by the Board of Trustees of the Lowell Joint School District the 7<sup>th</sup> day of March 2018.

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

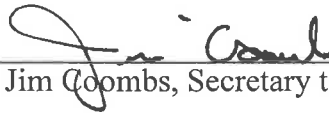
NOES:

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 of Trustees at a regular meeting thereof held on the 7<sup>th</sup> day of May, 2018, and passed by a unanimous vote of those present.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal this 7<sup>th</sup> day of May, 2018.



Jim Coombs, Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT  
EMPLOYER-EMPLOYEE RELATIONS/PERSONNEL REPORT 2017/18 #10

May 7, 2018

I. CERTIFICATED EMPLOYEES

A. RETIREMENT

	<u>NAME</u>	<u>EFFECTIVE DATE</u>	<u>COMMENTS</u>
1.	Brennan, Gayle	06/01/18	Retirement.
2.	Olmsted, Elaine	06/01/18	Retirement.
3.	Opfer, Deborah	06/01/18	Retirement. Option 1

B. CHANGE OF STATUE

	<u>NAME</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>SITE</u>	<u>COMMENTS</u>
1.	Lavin, Lindsey	03/19/18	05/25/18	RS	Baby Bonding Leave / CFRA
2.	Farmer-Kellog, Melinda	05/02/18	05/24/18	JO	Medical Leave
3.	Marker, Shelley	04/27/18	06/01/18	JO	Unpaid Leave
4.	Marker, Shelley	02/06/18	04/26/18	JO	Medical Leave

C. EXTRA DUTY PAY/STIPENDS

	<u>NAME</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>SITE</u>	<u>COMMENTS</u>
1.	Galang, Bianca	06/01/18	06/30/18	EP	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
2.	Lopez, Nena	06/01/18	06/30/18	EP	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
3.	Lieberman, Sara	06/01/18	06/30/18	JO	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
4.	Jacobsen, Susan	06/01/18	06/30/18	MA	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
5.	Higgins, Kelly	06/01/18	06/30/18	MA	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.

6.	Coleman, Rachel	06/01/18	06/30/18	MA	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
7.	Goodwin, Dawn	06/01/18	06/30/18	OL	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
8.	Kirschner, Angela	06/01/18	06/30/18	OL	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
9.	Sandoval, Cheri	06/01/18	06/30/18	OL	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
10.	Peloquin, Kerri	06/01/18	06/30/18	OL	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
11.	Russell, Anne	06/01/18	06/30/18	OL	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
12.	Ospital, Kerry	06/01/18	06/30/18	OL	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
13.	de la Haye, Melissa	06/01/18	06/30/18	OL	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
14.	Allsman, Brent	06/01/18	06/30/18	RS	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
15.	Anderson, Ryan	06/01/18	06/30/18	RS	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
16.	Arreguin, Barbara	06/01/18	06/30/18	RS	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid

17.	Austin, Stephanie	06/01/18	06/30/18	RS	from the 1:1 Chromebook Grant Initiative. To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
18.	Chittum, Eric	06/01/18	06/30/18	RS	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
19.	Christerson, Karin	06/01/18	06/30/18	RS	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
20.	Irving, Tamara	06/01/18	06/30/18	RS	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
21.	Jacobsen, Patty	06/01/18	06/30/18	RS	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
22.	Mayercheck, Penny	06/01/18	06/30/18	RS	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
23.	Nunez, Sarah	06/01/18	06/30/18	RS	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
24.	Sachs, Teddy	06/01/18	06/30/18	RS	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.
25.	Ospital, Jeff	06/01/18	06/30/18	RS	To be paid \$35.00 per hour not to exceed 6 hours for Professional Development during the month June 2018. To be paid from the 1:1 Chromebook Grant Initiative.

D. EMPLOYMENT OF SUBSTITUTES FOR THE 2017/18 SCHOOL YEAR @ \$110/\$112 PER DAY AND \$62.50 PER HALF DAY AND \$35.00 PER HOUR\*

	<u>NAME</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>SITE</u>	<u>COMMENTS</u>
1.	Dinh, Jennifer	04/12/18		DO	
2.	Lang, Sharise	04/12/18		DO	
3.	Morrison, Dana	04/30/18		DO	
4.	Buckner, Iris	04/16/18		DO	

\*It is further recommended that the individuals listed above be approved to instruct in the Intervention Programs. The rate of pay is \$35.00/hour and will be paid from Title I, or LCFF Supplemental Grant Funds.

\*It is further recommended that the individuals listed above be approved as home school teachers, if needed, for the 2017/18 school year at a rate of \$35.00/hour, not to exceed five hours per week, per student. Mileage will be paid at the IRS Standard Mileage Rate for the 2017/18 school year.

CLASSIFIED EMPLOYEES 5-18

A. MONTHLY – GENERAL FUND

	<u>NAME/ EMPLOYEE ID#</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>RANGE/ STEP</u>	<u>SITE</u>	<u>COMMENTS</u>
1.	Arcega, Aida	04/09/18		R23/S1	MA	School Office Manager/Replacement for Vacancy
2.	Rapp, Wendy	04/03/18		R28/S4	DO	Information Systems Specialist/Step Increase
3.	Trevino, Jeanette	04/16/18		R23/S7	DO	Fiscal Services Clerk/Performance Recognition Increase

B. HOURLY – GENERAL FUND

	<u>NAME/ EMPLOYEE ID#</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>RANGE/ STEP</u>	<u>SITE</u>	<u>COMMENTS</u>
1.	Anderson, Danielle	04/02/18		\$11.00/hr	EP	Noon Duty Assistant/Replacement for Vacancy
2.	Bullard, April	04/16/18		R16/S1	RS	Clerk Typist/Replacement for Vacancy
3.	Daleo-Desmith, Janet	04/02/18		\$11.00/hr	MG	Noon Duty Assistant/Replacement for Vacancy
4.	Davis, Lynn	04/02/18	6/1/2018		MG	Instructional Assistant/Temporary Assignment
5.	Drogt-Hill, Maria	04/02/18		\$11.00/hr	MG	Noon Duty Assistant/Replacement for Vacancy
6.	Figueroa, Colleen	04/02/18		\$11.00/hr	MA	Noon Duty Assistant/Replacement for Vacancy
7.	Fiscus, Regina	06/11/18	7/6/2018	R28/S1	DO	Maintenance General/Substitute
8.	Gonzalez, Angelica	04/02/18		\$11.00/hr	OL	Noon Duty Assistant/Replacement for Vacancy
9.	Guerrero, Denise	04/17/18		\$11.00/hr	EP	Noon Duty Assistant/Replacement for Vacancy
10.	Hanenburg, Cindy	04/02/18	6/1/2018		MG	Instructional Assistant/Temporary Assignment
11.	Hendrickson, Jill	04/02/18	6/1/2018		MG	Instructional Assistant/Temporary Assignment
12.	Herrera, Nuria	04/17/18		\$11.00/hr	RS	Noon Duty Assistant/Replacement for

13.	Husodo, Kris	03/22/18	9/28/2018		RS	Vacancy Instructional Assistant/Unpaid Leave of Absence
14.	Laporte, Mallory	04/17/18		\$11.00/hr	EP	Noon Duty Assistant/Replacement for Vacancy
15.	Lepe, Caroline	04/02/18		\$11.00/hr	EP	Noon Duty Assistant/Replacement for Vacancy
16.	Macedo, Yeni	04/02/18		\$11.00/hr	JO	Noon Duty Assistant/Replacement for Vacancy
17.	Marshall, Nancy	04/0/18	6/1/2018		MG	Instructional Assistant/Temporary Assignment
18.	Mattern, Heather	04/02/18		\$11.00/hr	MA	Noon Duty Assistant/Replacement for Vacancy
19.	Miller, Brad C	04/02/18		\$11.00/hr	EP	Noon Duty Assistant/Replacement for Vacancy
20.	Miller, Shelli	04/02/18		\$11.00/hr	RS	Noon Duty Assistant/Replacement for Vacancy
21.	Mortensen, Shelley	04/02/18		\$11.00/hr	RS	Noon Duty Assistant/Replacement for Vacancy
22.	Perez, Shari	04/02/18		\$11.00/hr	MG	Noon Duty Assistant/Replacement for Vacancy
23.	Reyatt, Manjit	04/02/18		\$11.00/hr	JO	Noon Duty Assistant/Replacement for Vacancy
24.	Rickenbacker, Kim	04/16/18		R16/S1	EP	Clerk Typist/Replacement for Vacancy
25.	Roman, Vivian	04/02/18		\$11.00/hr	JO	Noon Duty Assistant/Replacement for Vacancy
26.	Ruiz, Maria	04/02/18		\$11.00/hr	MA	Noon Duty Assistant/Replacement for Vacancy
27.	Schreihart, Jeffrey	04/02/18		\$11.00/hr	MA	Noon Duty Assistant/Replacement for Vacancy
28.	Villicana, Desiree	04/02/18		\$11.00/hr	RS	Noon Duty Assistant/Replacement for Vacancy
29.	Wendler, Lucille C.	04/02/18		\$11.00/hr	OL	Noon Duty Assistant/Replacement for Vacancy
30.	Wheeler, Deborah	04/02/18		\$11.00/hr	JO	Noon Duty Assistant/Replacement for Vacancy
31.	Zercher, Cheri Ann	04/02/18		\$11.00/hr	RS	Noon Duty Assistant/Replacement for Vacancy

C. HOURLY – CAFETERIA FUND

	<u>NAME/ EMPLOYEE ID#</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>RANGE/ STEP</u>	<u>SITE</u>	<u>COMMENTS</u>
1.	Davis, Joanne	06/02/18			RS	Cafeteria Manager/Resignation Due to Retirement

D. REVISED JOB DESCRIPTION

- Noon Duty Assistant



## LOWELL JOINT SCHOOL DISTRICT

### NOON DUTY ASSISTANT

**JOB SUMMARY:** Under direct supervision of the principal, supervises students on the playground, cafeteria, and other areas as assigned to ensure that student safety protocols are observed and school/playground rules and regulations are followed.

#### **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.*

- Assists in supervision of students, both at play and during lunch recess.
- Provides lunch line supervision and assists students with food distribution.
- Enforces school procedures related to eating area.
- Observes and directs students while actively circulating on the playground and in the lunch area.
- Helps students in developing good habits of sportsmanship and encourages and promotes courtesy among students.
- Ensures that student safety rules are obeyed.
- Assists in the application of school site discipline policy and student conduct code, and assists students in resolving minor conflicts.
- Reports unauthorized activities and unauthorized persons on school grounds and unsafe conditions to appropriate site administrator.
- Reports student injuries and provides information as needed to staff preparing accident report.
- Performs related tasks as required.

#### **QUALIFICATION GUIDELINES:**

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

- General needs and behavior of students.
- School site safety rules and discipline policies.

##### **Ability to:**

- Perform duties with patience, tact and good judgment and within established guidelines.
- Observe situations and accurately determine an effective course of action.
- Meet the physical, mental and environmental demands of position.
- Walk vigorously and visibly during lunch and play sessions.
- Use sound judgment in stressful situations.
- Implement and give oral direction and deal with problems firmly and fairly as soon as they arise.
- Perform tasks in a safe and efficient manner so as not to cause a risk to the health and safety of self and others.
- Observe health and safety regulations.
- Communicate effectively with all students, staff and parents.
- Understand and follow oral and written instructions.
- Establish and maintain effective working relationships with students, staff and parents.

##### **Education/Training/Experience:**

Equivalent to completion of high school or General Education Diploma (GED). Experience dealing with school age children is 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:**

Physical demands of this position include standing for extended periods of time. Primary functions require sufficient physical ability and mobility to stand, walk on a campus in various weather conditions; to climb stairs at some sites; to occasionally stoop, bend, kneel, crouch, reach and twist and, dependent on assignment the employee may occasionally lift, push, pull and/or move up to 50 pounds; hearing and speaking to exchange information and to hear in a noisy environment and locate the source of a sound and seeing to monitor student activities.

### **Work Environment:**

While performing the duties of this job, the employee works in several environments including indoor and outdoor environments and on or near student playground equipment. Work is generally performed while patrolling and monitoring the assigned site campus where exposure to seasonal heat, cold and/or adverse weather conditions may exist. Employees in this position may have a higher level of exposure to infection from students. There is also frequent contact with staff and public. The noise level is moderate to loud.

*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, 5 days per week, up to 1.50 hours per day



## LOWELL JOINT SCHOOL DISTRICT

### OCCUPATIONAL THERAPIST

Classified Management Salary Schedule

#### **JOB SUMMARY:**

Under the direction of the Director of Special Education, provides assessment, consultation, training and occupational therapy services to special education students. Develops goals and objectives for consideration in the Individualized Education Program (IEP) and develops individual occupational therapy intervention plans. Maintain appropriate documentation and records.

#### **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 classification.*

- Serves as supervisor/case manager for students who require occupational therapy services.
- Takes a leadership role during regular progress update “clinic” meetings; trains, supervises and consults with other staff, professionals and parents, supporting the development and implementation of Individualized Education Program (IEP) goals and services.
- Administers standardized tests and observes and documents reactions and responses of students to occupational therapy treatment.
- Provides parents with strategies for skill generalization into the home and community.
- Implements home programs and monitors student progress in areas of instruction, activities of daily living, play, leisure and social participation.
- Assesses perceptual-motor skills, motor coordination, sensory development, muscle strength, and related skills and aptitudes.
- Drives a vehicle to various sites, including home residences, to provide occupational therapy services to individual or small groups of students.
- Explains and clarifies occupational therapy goals and services and communicates with school personnel and parents as needed regarding student progress and concerns.
- Sets up and operates therapy equipment, including hanging, repositioning and adaptation for student use and instructs educational team in the use and care of equipment.
- Analyzes data and modifies curricular and instructional strategies on a weekly basis or as needed.
- Supervises maintenance of a variety of records and files and coordinates data collection to monitor student progress.
- Provides parent and staff in-services on relevant behavioral and instructional strategies.
- Collaborates with instructional staff, outside agencies, and consultants to provide supervision of school-based and extended day programming.
- Performs other related duties as assigned.

#### **QUALIFICATION GUIDELINES:**

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

- Applicable laws, codes, regulations, policies and objectives of assigned programs, activities and procedural safeguards.
- General principles of supervision and training.
- IEP planning process and program options.
- Methods and techniques of individual and group therapy commonly used for students with special needs.
- 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 child behavior characteristics.
- Principles and practices for the treatment and evaluation of children with developmental delays and neurological, orthopedic and perceptual disabilities.
- Applicable treatment modalities for special needs children from preschool to grade eight.

- Educational and medical applications of adaptive equipment; modifications to tasks and environmental factors to enhance student's functioning.
- Proper methods of positioning students in orthopedic equipment.
- Professional report writing; various methods of data collection current and research regarding methodologies, interventions and treatment.
- CPR procedures.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Oral and written communication skills.
- Interpersonal skills using tact, patience and courtesy.

**Ability to:**

- Ensure that tasks are performed according to IEP requirements.
- Conduct occupational therapy screenings.
- Keep complex data collection records, maintain records and prepare clear and concise reports related to assigned students and activities.
- Monitor and evaluate student progress and communicate student's therapy status and progress to educational team members.
- Instruct, train and effectively supervise subordinate staff; motivate and encourage positive learning patterns and behavior for students with special needs.
- Lift and position students into and out of orthopedic equipment and adjust equipment.
- Interpret, apply and explain laws, rules and regulations related to assigned activities; understand and work within scope of authority.
- Observe health and safety regulations.
- Demonstrate confidence, tact, and the use of good judgment.
- Plan and organize work and meet schedules and timelines.
- Use good judgment in making independent decisions to respond to student requests and needs.
- Maintain confidentiality of sensitive information.
- Travel to students' homes and other locations as needed and adjust to frequent schedule changes.
- Obtain a Red Cross First Aid certificate, including CPR training.
- Use personal vehicle, maintain valid driver's license and proof of auto insurance.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain cooperative relationships with students, staff, and District administrators.
- Effectively supervise employees.

**Education/Training/Experience:**

Bachelor's degree from an accredited college or university in Occupational Therapy or a closely related field. A Master's degree in one of these fields is desirable. A minimum of two years of successful service in the field of occupational therapy, preferably working with elementary school-aged children with severe and physical disabilities including pediatrics, sensory integration and motor evaluation and training. Experience in developing specific program plans for children with occupational therapy needs and in consultation teaming with inter-agency collaboration. Experience in conducting training workshops with families and/or schools. Ability to demonstrate utilization of required skills, knowledge and abilities in performing job duties and responsibilities. Must be registered as an Occupational Therapist with the American Therapy Association through the California Board of Occupational Therapy (CBOT). Maintenance of this registration is a condition of continued employment.

**Licenses/Certificates/Special Requirements:**

A valid California Driver's License and the ability to maintain insurability under the District's Vehicle Insurance Policy. Valid CPR Certificate issued by an authorized agency within three months of hire. Must be registered as an Occupational Therapist with the State of California, as well as meeting requirements to keep certificate current.

**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 require that the employee engage in strenuous physical activity. Sitting and standing for an extended period of time is also required. Dependent on class/student assignment the employee may frequently move or lift children weighing up to 50 lbs. unassisted from wheelchairs to tables or desks. Work with students who have severe physical and emotional disabilities. Employees may lift and move students who may wear heavy braces, use wheelchairs and other assistive devices. Frequent bending at the waist is required, as is kneeling, crouching, pushing and pulling to assist students with braces, floor exercises and pushing of wheelchairs with or without students up and down inclines, 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 and equipment is required as is hearing and speaking to model clear English speech, exchange information, make presentations, hear in a noisy environment and locate the source of a sound. Seeing to read a variety of materials and monitor student activities is required.

**Mental Demands:**

Employee must be able to use written and oral communication skills; read and interpret data, information, and documents; interpret policies and procedures; use math and mathematical reasoning; learn and apply new information or new skills; work under deadlines with constant interruptions; and interact cooperatively with District staff, managers, instructors, vendors, contractors, other organizations, and the general public; occasionally required to deal with conflict situations.

**Work Environment:**

While performing the duties of this job, the employee works in several environments including home environment, classroom, indoor and outdoor and clinic environments. The employee's primary responsibility is to service students according to Individual Education Program (IEP) goals and treatment plans. The incumbent will be expected to drive to and from assigned sites. Employees in this position may have a higher level of exposure to infection and physical injury from students. There is also frequent contact with staff and public. The noise level is moderate. Actual daily work schedules will vary, dependent on program need.

*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:** 11 months per year, 5 days per week, 8 hours per day

**BEFORE THE BOARD OF TRUSTEES OF THE  
LOWELL JOINT SCHOOL DISTRICT  
COUNTIES OF ORANGE AND LOS ANGELES, STATE OF CALIFORNIA**

**RESOLUTION NO. 721**

**RESOLUTION TO RELEASE FROM ADMINISTRATIVE POSITION  
(Education Code section 44951)**

**WHEREAS**, Education Code section 44951 requires that a certificated employee holding a position requiring an administrative or supervisory credential be notified by March 15 if the Board of Trustees determines that he or she may be released from the administrative position for the following school year; and

**WHEREAS**, the employee identified below currently serves in a position requiring an administrative or supervisory credential; and

**WHEREAS**, the Board of Trustees has determined the needs of the District would be best served by releasing the identified administrative employee from the administrative position and reassigning the employee to a position within the scope of the employee's credentials for the 2018-2019 school year.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** that the following employee shall be notified of release from the administrative position effective June 30, 2018 and reassigned to a position within the scope of the employee's credentials for 2018-2019:

- |              |
|--------------|
| 1. EF2563964 |
|--------------|

**BE IT FURTHER RESOLVED AND ORDERED** that the Superintendent or designee provide appropriate written notice to the employee in accordance with Education Code section 44951.

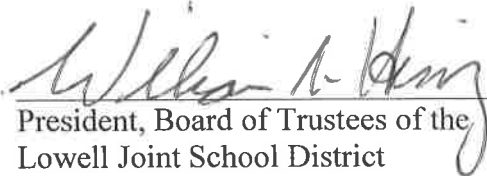
**BE IT FURTHER RESOLVED** that the Superintendent or designee is delegated the authority to take all actions necessary and proper to the accomplishment of the purposes of this Resolution.

ADOPTED by the Board of Trustees of Lowell Joint School District this 7th day of May, 2018.

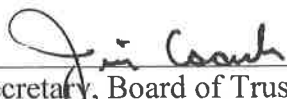
AYES: William Hinz  
Fred Schambeck  
Anastasia Shackelford  
Martin Tourville

NOES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ABSENT: None  
ABSTENTION: None

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

I, Jim Coomb, Secretary of the Board of Trustees of the Lowell Joint School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Trustees at its regular meeting held on May 7, 2018.

  
\_\_\_\_\_  
Secretary, Board of Trustees of the  
Lowell Joint School District