

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

MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
June 10, 2019

Call to Order	President Shackelford called the meeting to order at 6:30 p.m. at the District Office, 11019 Valley Home Avenue, Whittier.
Topics Not on the Agenda	None.
Closed Meeting	President Shackelford declared the meeting recessed to closed session at 6:31 p.m.
Call to Order	President Shackelford reconvened the meeting to open session at 7:34 p.m.
	The flag salute was led by Anastasia Shackelford President of the Board of Trustees.
	Trustees Present: Anastasia M. Shackelford, Fred W. Schambeck, William A. Hinz, Karen L. Shaw
	Trustees Absent: Melissa Salinas
	Staff Present: Jim Coombs, Superintendent; Andrea Reynolds, Assistant Superintendent of Administrative Services; Sheri McDonald, Assistant Superintendent of Curriculum and Instruction; and David Bennett, Assistant Superintendent of Facilities and Operations
Reporting Out Action (if any) Taken in Closed Session	None.
Introduction / Welcome	President Shackelford welcomed guests, staff members present, LJEAPresident Allison Fonti, guests, and CSEA President, Darleene Pullen.
Acknowledgement of Correspondence	President Shackelford acknowledged the many thank you cards received from staff members.
Approval of Agenda	It was moved, seconded, and carried by unanimous vote, (4-0) to approve the June 10, 2019, Board agenda.
Approval of Minutes	It was moved, seconded, and carried by unanimous vote, (4-0) to approve the minutes from the May 13, 2019, Regular Board Meeting.
Topics Not on the Agenda	None.

Timely Information From
the Board and
Superintendent

Mr. Coombs introduced Mrs. Chris Berg, Rancho Starbuck English teacher. She spoke of the process for the Chapman University Art and Writing Holocaust contest and how the entries were judged and awarded. She introduced the Rancho Starbuck eight grade winners and they introduced their presentations.

Recognition of the Chapman
University Holocaust Art
and Writing Contest
Winners

Kaneiya Desai art and writing video "Imagine"
Lucy Murillo art and writing video "Redemption"
Tazia Mohammed art and writing essay "Love and Loyalty"

President Shackelford thanked them for their hard work and presented them with a certificate of accomplishment from the Board of Trustees.

Recess

President Shackelford declared a recess at 8:00 p.m. President Shackelford reopened the meeting at 8:05 p.m.

Public Hearing for Proposed
Adopted 2019/20 Budget

Ms. Reynolds, Assistant Superintendent of Administrative Services, provided the Board of Trustees with an overview of the 2018/19 budget.

The following comments from the board members were received:

1. President Shackelford. special reserve fund time and money.
2. President Shackelford – confirmed that the fee to pay LACOE for BEST system was not being charged to Lowell Joint right now. If Lowell Joint does not transfer to OCDE then will be billed accordingly not back charged. If ballot measure passed then Lowell Joint does not pay. The amount would be \$178,000 to convert to LACOE BEST System and user fees after that.
3. President Shackelford – the chrome books would be recycled or refurbished. The licenses will last for another year and those chrome books will be migrated to first and second grades. The Fullerton joint chrome book donations have been able to replace and refurbish ones that are broken or damaged.
4. Mr. Schambeck – asked what happens to the donation monies from each site if not used and Mrs. Coombs stated that they are carried over to next year for the same school

A Public Hearing was opened at 8:24 p.m. The following public comments were received:

1. Mrs. Lee – had not heard about Saturday school. Mr. Coombs explained that it is for enrichment and can be used towards absence clearing if those students that attend have absences that needed to be cleared. This started two years ago at three of the schools.
2. Mrs. Lee – asked if the additional classroom staffing was towards general education or special education. Mr. Coombs mentioned that is for projected enrollment and they have been hired for future enrollment.
3. Mrs. Lavin asked for further explanation regarding the move from LACOE to OCDE. President Shackelford explained that LACOE has fees for communication and legal advice and the OCDE does not charge

those fees to Lowell. OCDE does not charge for their legal advice at any time should we need it and they do not have the same accounting fees in place. Because Lowell Joint is split between L.A. and O.C. and because the district office is located in L.A. County, then Lowell would report to LACOE and because half of the schools are in Orange county then OCDE can supply free of cost legal advice. Lowell Joint has asked LACOE to leave and was denied and this is the reason for asking the citizens to leave L.A. County on a ballot measure and that this would in the long run save the district money. The concern for LACOE is if Lowell Joint leaves and moves to OCDE that would set the precedent for others to leave.

4. Mrs. Lavin – asked for more information on the transportation by taxi service. President Shackelford explained that the transportation model that was used was a bus service and the cost of the transportation whether or not the bus was filled with students Lowell Joint still paid for the full amount. Whereas the taxi service, Lowell only pays for what they use. This service is a licensed bonded taxi service that is designed for this type of service and they individually pick up students from each school. The cost is more effective versus the bus service. This is a more individualized plan that the director of Special Education Director, Kaleo Igarta and Assistant Superintendent of Business Services, Andrea Reynolds was able to work out and save the district money.
5. Mrs. Lee asked for consideration regarding the extra reserve going towards more enrichment and smaller class sizes.

The Public Hearing was closed at 8:36 p.m.

The Adoption of the Proposed 2018/19 Budget was presented for first reading/information and will be presented for adoption at the June 24, 2019, Board meeting.

Public Hearing for District
Local Control
Accountability Plan

Dr. Sheri McDonald, Assistant Superintendent of Curriculum, provided the Board of Trustees with an overview of the District's Local Control Accountability Plan (LCAP). The LCAP requires districts to identify goals and measure progress for student subgroups across eight state priority areas.

Education Code Section 52062 (b)(1) requires a public hearing prior to approval of the LCAP. A Public Hearing was opened at 8:38 p.m. and after no questions from the public, the Public Hearing was closed at 8:39 p.m.

The proposed District Local Control Accountability Plan was presented for first reading/information and will be presented for adoption at the June 24, 2019, Board meeting.

Approval of Local
Indicators Rating for
submission to the California
Dashboard

Dr. Sheri McDonald, Assistant Superintendent of Education Services, shared that as part of the LCAP requirement, there are five state indicators and four local indicators to measure progress for student subgroups across the eight state priorities.

It was moved, seconded, and carried by unanimous vote (4-0) that the Local Indicator data be uploaded as "Met" to the California Dashboard for the Fall release, and authorized the Superintendent to execute the necessary documents

Consent Calendar

Roll call vote (4 ayes, 0 noes, 1 absent, 0 abstain) to approve/ratify the following items, under a consent procedure.

Approval of Memorandum of Understanding between California Baptist University and Lowell Joint School District for the period of June 1, 2019 through May 31, 2022.

Approved the Memorandum of Understanding between California Baptist University and Lowell Joint School District for the period of June 1, 2019 through May 31, 2022, and authorized the Superintendent or designee to execute the necessary documents.

Approval to Pay the California School Boards Association Membership for the 2019/20 School Year

Approved to pay the California School Boards Association for the 2019/20 School Year, at a membership total cost of \$7,497.00, and authorized the Superintendent or designee to execute the necessary documents.

Approval to Pay the La Habra Chamber of Commerce Annual Membership for the 2019/20 School Year

Approved to pay the La Habra Chamber of Commerce Annual Membership for the 2019/20 school year, at a membership total cost of \$350.00, and authorized the Superintendent or designee to execute the necessary documents.

Approval to Pay the Whittier Area Chamber of Commerce Annual Membership for the 2019/20 School Year

Approved to pay the Whittier Area Chamber of Commerce Annual Membership for the 2019/20 school year, at a membership total cost of \$370.00, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Partnership Award Agreement with the University of La Verne for the period of June 1, 2019 through May 31, 2022

Approved the partnership award agreement with the University of La Verne, effective June 1, 2019 through May 31, 2022, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Memorandum of Understanding Internship Program with University of Redlands

Approved the Memorandum of Understanding with University of Redlands, effective July 1, 2019 through June 30, 2022, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Educational Fieldwork Agreement with University of Redlands, effective July 1, 2019 through June 30, 2022

Approved the educational fieldwork agreement with University of Redlands effective July 1, 2019 through June 30, 2022, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Memorandum of Understanding Between Lowell Joint School District and Cal State University's CalState TEACH Program, effective July 1, 2019 through June 30, 2022

Approved the Memorandum of Understanding between Cal State University's CalState Teach Program and Lowell Joint School District effective July 1, 2019 through June 30, 2022, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Memorandum of Understanding Between Lowell Joint School District and California State University, Fullerton Student Teaching Agreement, effective July 1, 2019 through June 30, 2025

Approved the Memorandum of Understanding between California State University of Fullerton student teaching agreement and Lowell Joint School District effective July 1, 2019 through June 30, 2025, and authorized the Superintendent or designee to execute the necessary documents.

Purchase Order Report 2018/19 #11

Approved Purchase Order Report 2018/19 #11, as attached, which lists all purchase orders issued April 22, 2019 through May 28, 2019

Warrant Listing Report 2018/19 #11

Approved Warrant Listing Report 2018/19 #11, as attached, which lists all warrants issued May 1, 2019, through May 23, 2019.

Approval of Contract with Los Angeles County Office of Education for the 2019/20 PeopleSoft Financial System

Approved the contract with Los Angeles County Office of Education for the 2019/20 PeopleSoft Financial System Contract for the Fiscal Year Ending June 30, 2020, at an annual estimated cost of \$ 11,723, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Amended Agreement with Reynolds Consulting Group, Inc., for Preparing and Filing State Mandate Claims

Ratified the contract with Reynolds Consulting Group, Inc., for preparing and filing state mandate claims, not to exceed \$2,500 and authorized the Superintendent or designee to execute the necessary documents.

Authorization to Make Appropriation Transfers

Authorized, in accordance with the provisions of Education Code 42601, authorize the County Superintendent of Schools to make appropriation transfers necessary at the close of the school year 2018/19 to permit payment of obligations of the District incurred during such school year, and authorized Superintendent or designee to execute the necessary documents.

Resolution 2018/19 No.750 Request for Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments and Transfers

Adopted Resolution 2018/19 No. 750, request for annual delegation of administrative authority to process routine budget revisions, adjustments and transfers, as attached, and authorized the Superintendent or designee to execute the necessary documents.

Resolution 2018/19 #751
Authorizing Cash
Borrowing for Temporary
Transfers from the Los
Angeles County Treasury

Adopted Resolution 2018/19 No. 751, authorizing temporary cash borrowing between funds, as attached, and authorized the Superintendent or designee to execute the necessary documents.

Resolution 2018/19 No. 752
Authorizing Temporary
Cash Borrowing Between
Funds

Adopted Resolution 2018/19 No.752, authorizing temporary cash borrowing between funds, as attached, and authorized the Superintendent or designee to execute the necessary documents.

Resolution 2018/19 No. 753
Authorizing Inter-fund Cash
Transfers for the 2018/19
Fiscal Year

Adopted Resolution 2018/19 No. 753, authorizing inter-fund cash transfers, as attached, and authorized the Superintendent or designee to execute the necessary documents.

Resolution 2018/19 No. 754
Regarding the Education
Protection Account for the
2019/20 School Year

Adopted Resolution 2018/19 No. 754, Regarding the Education Protection Account for the 2019/20 School Year, as attached, and authorized the Superintendent or designee to execute the necessary documents

Employer-Employee
Relations/Personnel Report
2018/19 #11 Which
Includes Hiring,
Resignations, Contract
Adjustments, and
Retirements for Certificated,
Classified, and Confidential
Employees

Ratified Employer-Employee Relations/Personnel Report 2018-19 #11, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employee.

Approval of Consultant
Agreement with
Jan Jacobsen to Provide Art
Instruction at
Olita Elementary School for
the 2019/20 School Year

Approved the consultant agreement with Jan Jacobsen to provide Art Instruction at Olita Elementary School for the 2019/20 school year, at an hourly rate of \$21.00, and not exceed \$3,000.00, to be funded through Olita Elementary School Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.

Board
Member/Superintendent
Comments

Mrs Shackelford will not be at the next board meeting. Mrs. Salinas will be present so there will be four Board of Trustees members present for proceedings.

ADJOURNMENT

President Shackelford declared the meeting adjourned at 8:59 p.m. in accordance with Government Code Section 54956.9 (a, b, c) and indicated no further public action would be taken.

Date Approved:

6/24/19



Clerk/President/Secretary to the Board of Trustees

PURCHASE ORDERS FOR BOARD APPROVAL

June 10, 2019

NO#	VENDOR	DESCRIPTION	AMOUNT
85073	Cintas Fire Protection	Oilta/ Service	\$150.00
85074	School Energy Coalition	Maintenance/ Membership Fee	\$260.00
85075	Turf Star	Grounds/ Service	\$385.00
85076	Blue Hills Nursery	Rancho/ Supply	\$41.57
85077	Robert Brooke Assoc.	Rancho/ Supply	\$88.58
85078	City of La Habra	Grounds, Maintenance, Nutrition/ Supply	\$2,282.57
85079	VOID	VOID	VOID
85080	Dangelo Co.	Rancho/ Supply	\$47.45
85081	Autozone	Maintenance/ Supply	\$150.00
85082	Culver-Newlin	Meadow Green/Supply	\$1,322.21
85083	HOWARD TECHNOLOGY SOLUTION	HEADPHONES	\$574.60
85084	AMAZON	SMART POWER STRIPS	\$99.92
85085	DANIEL'S TIRE SERVICE	SERVICE VEHICLE	\$42.46
85086	SCHOOL LIFE	TAGS FOR STUDENT INCENTIVES	\$200.00
85087	FULLERTON SCHOOL DISTRICT-PRINT SHOP	AWARDS	\$102.00
85088	CBS COMPLETE	DUPLO ELITE	\$6,389.33
85089	AMAZON	BROTHER DRUM KIT/ PRINTER	\$121.09
85090	CUMMING CONSTRUCTION MANAGEMENT	SOLAR CONSULTING SERVICES	\$52,500.00
85091	COMPLETE BUSINESS SYSTEMS	DUPLO ELITE	\$2,200.37
85092	ZUM SERVICES, INC.	MARCH 2019 FIELD TRIPS	\$1,910.00
85093	AMERICAN EXPRESS	OPEN PURCHASES FOR MAY 2019	\$25,000.00
85094	CTL CORPORATION	CHROMEBOOKS	\$1,572.62
85095	AMAZON	IPAD CASES	\$305.00
85096	AMAZON	ROBOT ACCESSORIES	\$165.00
85097	AMAZON	ROBOT ACCESSORIES	\$233.00
85098	AMAZON	ROBOT ACCESSORIES	\$230.00
85099	SENTRY SIGNS & PRINTING	KINDER BANNER FOR MAYBROOK, THANK YOU MEASURE	\$341.64
85100	A&D TRANSPORTATION	AFTERSCHOOL SPORTS	\$740.00
85101	IMPERIAL BAND	BAND SUPPLIES	\$55.48
85102	JW PEPPER	MUSIC SHEETS	\$187.35
85103	Q WUNDER	COMPUTER PROGRAM	\$1,800.00
85104	MYSTERY SCIENCE	19-20 MEMBERSHIP	\$999.00
85105	GREENFIELD LEARNING, INC.	LEXIA ANNUAL RENEWAL	\$25,110.00
85106	MIND RESEARCH	19-20 RENEWAL	\$4,200.00
85107	EDLIO	WEBSITE CONTENT MANAGEMENT	\$6,660.00
85108	ELLISON EDUCATION	PR STANDARD CUTTING PAD	\$30.00
85109	JONES SCHOOL SUPPLY	AWARD RIBBONS	\$8.67
85110	PARTNERS IN LEARNING, INC.	SIGNS	\$2,783.69
85111	UPS PROTECTION	BATTERY REPLACEMENT FOR IDF	\$613.20
85112	DATA IMPRESSIONS	PRINTER	\$1,947.87
85113	SCHOLASTIC	BOOK FAIR	\$3,200.64
85114	GINA TRINIDAD DESIGNS AKA GT DESIGNS	PROGRAMS FOR COFA ACADEMY	\$153.30
85115	LASCARI'S RESTURANT	COFA ACADEMY CELEBRATION	\$1,134.61
85116	ORANGE COUNTY TREASURER-TAX COLLECT	GENERAL ELECTIONS COSTS-NOV 6,2018	\$11,066.94
85117	REGISTRAR RECORDER/COUNTY CLERK LOS	GENERAL ELECTIONS COSTS-NOV 6,2018	\$45,889.94
85118	A&D TRANSPORTATION	AFTERSCHOOL SPORTS	\$740.00
85119	A&D TRANSPORTATION	AFTERSCHOOL SPORTS	\$370.00
85120	FULLERTON SCHOOL DISTRICT-PRINT SHOP	PBIS AWARDS	\$105.40
85121	HUBERT.COM	NUTRITION SERVICES SUPPLIES/ CAFÉ SHARE T	\$2,203.31
85122	SOUTHWEST SCHOOL SUPPLY	RS PURCHASES FOR 2019-20	\$4,900.00
85123	HOUGHTON MIFFLIN HARCOURT	TEST RECORD FORMS	\$331.47
85124	A&D TRANSPORTATION	RS TO IMPERIAL MS-1/10/2019	\$370.00
85125	PRESIDENT'S EDUCATION AWARDS PROGRAM	CERTIFICATES-AWARDS	\$17.50
85126	IMPERIAL MIDDLE SCHOOL	TOURNAMENT FEE	\$125.00
85127	JW PEPPER	MUSIC SHEETS	\$52.89
85128	RAPTOR TECHNOLOGIES	ANNUAL RENEWAL FEE	\$3,240.00
85129	CANELA	VISION SOFTWARE 2019-20	\$297.00
85130	XCELL INC	SCREEN REPAIR	\$90.00
85131	CDW-GOVERNMENT	ADAPTER-TO BE ORDERED BY TECH DEPT	\$30.00
85132	CA DAILY JOURNAL DBA CA NEWSPAPER	LCAP-NOTICE OF PUBLIC HEARING	\$200.00
85133	OCDE	TRAINING/NUTURE POSITIVE RELATIONSHIPS	\$1,400.00
85134	ILLUMINATE EDUCATION, INC.	SOFTWARE AND LICENSES	\$18,912.00

"B" WARRANTS FOR BOARD APPROVAL ON:
June 10, 2019

"B" WARRANT DOCUMENTS : 1742 - 2045, 3129 - 3141

398,665.18

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
1742	CHRISTIAN PENUELAS - RS, CONTRACT SERVICE	195.00
1766	ICS SERVICE CO. - FIRE ALARM SERVICE	5,114.21
1858	AMERICAN FIDELITY ASSURANCE/ EMP. DEDUCTIONS, APR.	10,442.67
1863	ADVANCED CHEMICAL TRANSPORT - REMOVAL OF HAZARDOUS	5,712.83
1864	ACTION TROPHY - NAME PLACE FOR BOARD MEETINGS	27.06
1865	DARREL ADAIR - MILEAGE REIMBURSEMENT, APRIL	72.09
1866	ALL IN ONE POSTER CO. - NOTIFICATION POSTERS	800.90
1867	AUTO ZONE - GOURNDS/ LIGHT BULB SUPPLIES	15.84
1868	AVB PRESS - OLITA/ SUPPLIES	258.31
1869	BUENA PARK PLAQUE & TROPHY - AWARD	85.12
1870	CDW GOVERNMENT - MEADOW GREEN/ STEAM LAB	708.30
1871	CINTAS FIRE PROTECTION - ALARM MONTORING	150.00
1872	CITY OF LA HABRA-M&O, NUTRITION, FUEL	1,370.84
1873	CM SCHOOL SUPPLY - CLASSROOM SUPPLIES	408.46
1874	CSM CONSULTING, INC. - E-RATE SERVICES, MARCH	2,125.00
1875	FULLERTON SCHOOL DISTRICT-MA, OL, SUPPLIES	210.00
1876	KRISTEN GOBER - CUE CONFERENCE REIMBURSEMENT	207.96
1877	BEHAVIOR AND EDUCATION, INC. - N.P.A., MARCH	7,397.50
1878	OTC BRANDS, INC. - STUDENT INCENTIVES	91.52
1879	JONES SCHOOL SUPPLY CO. - STUDENT INCENTIVES	155.26
1880	SOUTHERN CALIFORNIA GAS - MARCH - APRIL	282.19
1881	SOUTHERN CALIFORNIA EDISON - MARCH - APRIL	3,793.86
1882	FRONTIER COMMUNICATIONS - APRIL - MAY	2,374.91
1883	VERIZON WIRELESS - SERVICE, MARCH - APRIL	1,046.63
1884	GT DESIGNS-RS, SUPPLIES	638.02
1885	ANGELA SUZUKI - CONFERENCE EXPENSE REIMB.	226.72
1886	JANICE JACOBSEN - SERVICE/ CONSULTANT	756.00
1887	REGISTRAR - RECORDER COUNTY CLERK - ELECTION	45,889.94
1888	SENTRY SIGNS PRINTING - MEASURE LL BANNER/ SIGN	341.64
1889	B. FERGUSON/ ALL AMERICAN SPORTS - CONTRACT SERVICES	1,260.00
1890	OLABANJI OKE - RS, BOYS SOCCER COACH	700.00
1891	JOEY MONTALVO - RS, BOYS SOCCER COACH	700.00
1892	MARK LOPEZ - RS, GIRLS BASKETBALL	700.00
1893	OMAR MORALES - RS, BOYS SOCCER COACH	700.00
1895	ORANGE COUNTY DEPT. OF ED. - M. YBARRA CELEBRATION	220.00
1895	COUNTY OF ORANGE - GENERAL ELECTION, NOV.	11,066.94
1896	KRISTA KARR - CUE CONFERENCE REIMBURSEMENT	289.14
1897	ICS SERVICE CO. - MAYBROOK FIRE ALARM INSPECTION	588
1898	THE LIBRARY STORE - OLITA, BOOK COVERS	126.41

1899	SOUTHERN CALIFORNIA GAS - MARCH - APRIL	135.60
1900	SOUTHERN CALIFORNIA EDISON - MARCH - APRIL	3,285.41
1901	MJ EVANOFF-SUPT.OFFC, PURCHASE REIMBURSEMENT	76.36
1902	REBECCA CHAMPION-DO, CONF EXPENSE REIMBURSEMENT	130.50
1903	2ND GEAR - RANCHO STARBUCK, COMPUTERS	3,125.44
1904	BUENA PARK HIGH SCHOOL - SYMPATHY ARRANGEMENTS	270.00
1905	PROJECT SUPPORT SERVICES - JO, CONSTRUCTION	781.25
1906	SCHOOL SERVICES OF CA. - FISCAL BUDGET, APRIL	275.00
1907	SHAW HR CONSULTING - MARCH SERVICES	1,260.00
1908	YORKTOWN INDUSTRIES - COMPUTER TONER	148.90
1910	THINKING MAPS - CURRICULUM MATERIALS/ BOOKS	20,506.62
1911	PBK - CONTRACT SERVICES, FEBRUARY - APRIL	4,500.00
1912	SENTRY SIGNS PRINTING - ROBOTICS SHIRTS	208.05
1913	SPARKLETTS - RANCHO STARBUCKS, WATER	97.44
1914	SOUTHEAST CONSTRUCTION PRODUCTS - SUPPLIES	1,146.04
1915	UNDERDOG EDUCATIONAL/ MAX SCHAFER - SUPPLIES	253.05
1916	BLODGETT BAYLOSIS ENVIRONMENTAL - PROJECT SERVICES	9,350.00
1919	DANNY RAMIREZ - RANCHO STARBUCK, APRIL	275.00
1920	CUMMING CONSTRUCTION MANAGEMENT - CONTRACT SERVICE	2,362.50
1921	EDLIO LLC - WEBSITE CONTENT MANAGEMENT	6,660.00
1922	SANDRA JAN - CERTIFIED MAIL REIMBURSEMENT	6.85
1923	ANDREA REYNOLDS - CONFERENCE EXPENSE REIMB.	82.11
1924	FULLERTON JOINT UNION H.S. - TRANSPORTATION FEES	1,922.20
1925	ESTHER OTA - SUPPLIES REIMBURSEMENT	10.57
1926	ISTE'S ANNUAL CONFERENCE AND EXPO - MEMBERSHIP	595.00
1927	INTERQUEST DETECTION CANINES - CANINE SERVICE	215.00
1928	DEBORAH NAPLES - SCHOLASTIC ORDER REIMB.	158.18
1929	SUBURBAN WATER SYSTEMS - MARCH - APRIL	4,641.98
1940	BLODGETT BAYLOSIS ENVIRONMENTAL PLANNING-APR 2019 CONTRACT SVCS	5,400.00
1941	UPS PROTECTION - TECHNOLOGY SUPPLIES	613.20
1942	UPS PROTECTION - TECHNOLOGY SUPPLIES	693.64
1943	GINA TRINIDAD/ GT DESIGNS - RS, DIPLOMAS/ TOP 100	567.19
1944	EDDIE MIJARES RANCHO STARBUCK, APRIL	625.00
1945	ANNIE LAVIN - RS, CONTRACT SERVICE	1,500.00
1946	EILEEN RUSSELL-OLITA, CONTRACT SVCS	250.00
1947	MATTHEW GALLEGOS - RS, CONTRACT SERVICE	275.00
1951	NO EXCUSES UNIVERSITY - EP, STUDENT PLANNER	1,457.63
1952	SO CAL GAS-MACY, UTILITIES, APRIL 2019	90.21
1953	SUBURBAN WATER SYSTEMS - MACY, APRIL 2019	1,136.97
1954	SO CAL EDISON-MA, M&O, UTILITIES, APRIL 2019	486.64
1955	DENISE SOTO-MG, PURCHASE REIMBURSEMENT	28.88
1956	KRISTA VAN HOOGMOED-PURCHASE REIMBURSEMENT	76.64
1957	METAL CRAFT - TECHNOLOGY/ BAR CODE LABELS	182.33
1958	J.W. PEPPER-RS, SUPPLIES	187.35
1959	IMPERIAL BAND INSTRUMENTS-SUPPLIES	55.48
1960	ROBERT BROOKE & ASSOCIATES - RS, SUPPLIES	848.20
1961	ROCHESTER 100 - MG, NICKI'S FOLDERS	769.50
1962	SCHOOL FACILITIES SUPPORT, APRIL 2019 CONTRACT SVCS	9,570.00

1963	SCHOOL ENERGY COALITION - MEMBERSHIP DUES	260.00
1964	THOMPSON ENGINEERING - EP/MG/RS, SERVICES	957.26
1965	TURF STAR, INC. - MAINTENANCE SERVICE	385.00
1966	VEX ROBOTICS- RANCHO STARBUCK, SUPPLIES	121.30
1967	ZUM SERVICES, INC. - BUS SERVICE/ FIELD TRIPS	1,910.00
1968	RESOURCES FOR EDUCATORS - OLITA NEWSLETTERS	10.00
1969	GT DESIGNS/ GINA TRINIDAD - STAFF RAGLANS	64.95
1970	RTC ENGRAVING - OLITA, SUPPLIES	778.32
1971	SUSANNAH PEREZ-MG, SUPPLIES	109.95
1973	REALLY GOOD STUFF - SPECIAL ED. SUPPLIES	320.90
1974	SCHOLASTIC, INC. - RS, BOOK FAIR	3,200.64
1975	YORKTOWN INDUSTRIES - NUTRITION, SUPPLIES	164.23
1976	AMERICAN EXPRESS - CREDIT EXPENSES, APRIL	8,442.23
1979	ACADEMIC THERAPY PUBLICATIONS - SPECIAL ED. FORMS	157.83
1980	A & D TRANSPORTATION - RANCHO, BUS SERVICE	740.00
1981	BLUE HILLS NURSERY - RS, PLANTS AND SOIL	41.57
1982	BUENA PARK PLAQUE & TROPHY - IMPACT AWARD	397.60
1983	CAL SCHOOL & SPORT - MEADOW GREEN, SWINGS	181.87
1984	CDW GOVERNMENT -DISTRICT OFFICE KEYBOARD	81.47
1985	ZUM SERVICES, INC. - BUS SERVICE/ FIELD TRIPS	3,050.00
1986	WHITTIER CHRISTIAN HIGH SCHOOL - BUS SERVICE	4,062.50
1987	LASCARIS ITALIAN - RANCHO STARBUCK, CATERING	1,134.64
1991	BEST LAWNMOWER, INC. - MAINTENANCE SERVICE	580.67
1992	BUG FLIP - PEST CONTROL/ MAINTENANCE SERVICE	290.00
1993	CANNINGS HARDWARE - MAINTENANCE STOCK	49.15
1994	D3 DEVEOPMENT GROUP - MAINTENANCE SERVICE	3,828.00
1995	GREEN'S SECURITY CENTERS - EL PORTAL, SUPPLIES	733.94
1996	JAMES HARDWARE CO. - MAINTENANCE/ STOCK	49.61
1997	LOWE'S - MAINTENANCE/ STOCK SUPPLIES	158.75
1998	PLUMBING WHOLESALE - MAINTENANCE SUPPLIES	166.78
1999	RUSSELL SIGLER - MAINTENANCE SUPPLIES	4.07
2000	SOUTHEAST CONSTRUCTION - MAINTENANCE SUPPLIES	118.65
2001	TREMCO - PATH AND REPAIR MAINTENANCE SERVICE	6,440.00
2002	UNITED REFRIGERATION - MAINTENANCE SUPPLIES	34.73
2003	A&D TRANSPORTATION - RILEY'S FARM FIELD TRIP	750.00
2004	DATA IMPRESSIONS- SCHOOL LICENSES	11,079.00
2005	CPI-SPEC EDUC, CONFERENCE REGISTRATION	3,424.00
2006	ORANGE COUNTY DEPT. OF ED. - TRANSPORTATION	3,675.81
2007	SUBURBAN WATER SYSTEMS - APRIL - MAY	1,989.72
2008	SOUTHERN CALIFORNIA EDISON - APRIL - MAY	5,101.45
2009	WARE DISPOSAL- TRASH SERVICE, APRIL	4,080.73
2010	IMPERIAL SPRINKLER SUPPLY - MAINTENANCE/ SUPPLIES	3.05
2011	SUPPLYWORKS - MAINTENANCE STOCK/ SUPPLIES	1,972.63
2012	CALIF. TEACHERS ASSOC./EMPLOYEE DEDUCTIONS	13,680.95
2013	CALIF. SCHOOL EMPLOYEES ASSOC./EMP. DEDUCTIONS	3,039.79
2014	THE STANDARD INSURANCE - VOL. DEDUCTIONS	5,116.53
2015	DELTA DENTAL- CERT. RETIREE VOLUNTARY PLAN	1,924.04
2016	OAK HALL INDUSTRIES - RS, GRAD GOWNS	3,345.00

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2018/19 NO. 750

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT OF LOS ANGELES AND ORANGE
COUNTIES, CALIFORNIA, FOR ANNUAL DELEGATION OF
ADMINISTRATIVE AUTHORITY TO PROCESS ROUTINE BUDGET
REVISIONS, ADJUSTMENTS, AND TRANSFERS**

WHEREAS, the Governing Board of the Lowell Joint School District authorizes the Superintendent to make such routine budget revisions, adjustments, and transfers as necessary for the payment of District obligations and to effect technical adjustments of the board-adopted budget during the 2019/20 fiscal year, in accordance with the provisions of this resolution.

WHEREAS, this resolution is adopted for the purpose of expediting the processing of routine budget revisions, adjustments, and transfers, and shall remain in effect for a period of one year, from July 1, 2019, to June 30, 2020, and is subject to annual review and renewal by duly adopted resolution of the Governing Board of the Lowell Joint School District.

WHEREAS, the amount of any individual routine budget revision, adjustment, or transfer shall not exceed \$1,000,000. The total amount of routine budget revisions, adjustments, and transfers at any one time may not exceed \$4,000,000.

WHEREAS, this resolution shall be limited to the administrative approval and processing of routine budget revisions, adjustments, and transfers, within or between account objects of expenditures and within or between resources and funds.

NOW, THEREFORE BE IT RESOLVED, this resolution shall not permit the administrative processing of non-routine budget revisions, adjustments, and transfers that increase or decrease revenues and other financing sources and uses, along with the corresponding revisions in expenditures; or budget revisions, adjustments, and transfers that reduce or increase the fund balance of any related fund; or transfers between funds; or transactions exceeding \$4,000,000. Such non-routine budget revisions, adjustments, and transfers must continue to be presented to the Governing Board for approval prior to processing and submission to the Los Angeles County Office of Education (County Office) for further review, approval, and processing.

APPROVED AND ADOPTED this 10th day of June 2019, by the following vote:

AYES: Anastasia Shackelford, Fred Schambeck, William Hinz, Karen Shaw

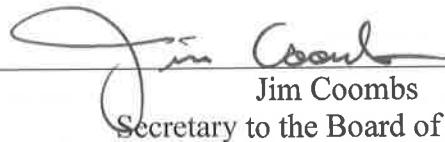
NOES: None

ABSENT: Melissa Salinas

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 10th day of June 2019, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 10th day of June 2019.



Jim Coombs

Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2018/19 NO. 751

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT OF
LOS ANGELES AND ORANGE COUNTIES, CALIFORNIA,
AUTHORIZING CASH BORROWING TEMPORARY TRANSFERS FROM
THE LOS ANGELES COUNTY TREASURY**

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, Article XVI, Section 6, of the California Constitution allows for borrowing from the county treasury, and;

WHEREAS, the following restrictions apply to this authorization:

1. For Fiscal Year: 2019/20
2. Shall not exceed 85 percent of the anticipated revenues accruing to the district.
3. Shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the current fiscal year.
4. Shall be replaced from revenues accruing to the district before any other obligations of the district is met from such revenue.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Board of the Lowell Joint School District hereby requests the Los Angeles County Treasurer to make temporary transfers of funds.

APPROVED AND ADOPTED this 10th day of June 2019, by the following vote:

AYES: Anastasia Shackelford, Fred Schambeck, William Hinz, Karen Shaw

NOES: None

ABSENT: Melissa Salinas

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 10th day of June 2019, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 10th day of June 2019.



Jim Coombs
Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2018/19 No. 752

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT OF LOS ANGELES AND
ORANGE COUNTIES, CALIFORNIA, FOR
TEMPORARY CASH BORROWING BETWEEN FUNDS**

WHEREAS, the Governing Board of the Lowell Joint School District authorizes the Assistant Superintendent of Administrative Services to make temporary cash loans between District funds whenever such transfers are needed to cover cash flow problems and to permit payment of obligations.

WHEREAS, temporary transfer of cash between district funds is permitted by Education Code Section 42603, and;

WHEREAS, the following restrictions apply to this authorization:

1. Maximum amount of authorization borrowing: \$4,000,000.
2. For fiscal year 2019/20.
3. Amount shall not exceed 75 percent of any moneys held in any fund.
4. Funds borrowed shall not be available for appropriation or considered income to the borrowing fund.
5. Borrowing shall occur only when the fund receiving the money will earn sufficient income during the current fiscal year. The amounts borrowed shall be repaid either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year.

NOW, THEREFORE BE IT RESOLVED, that this action and written authorization by the persons herein designated may be used by the County Office of Education to permit transfers and repayments.

APPROVED AND ADOPTED this 10th day of June 2019, by the following vote:

AYES: Anastasia Shackelford, Fred Schambeck, William Hinz, Karen Shaw

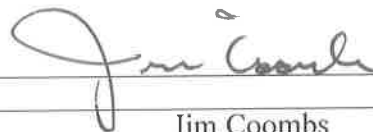
NOES: None

ABSENT: Melissa Salinas

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 10th day of June 2019, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 10th day of June 2019.



Jim Coombs
Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2018/19 No. 753

**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 \$900,000 between the General Fund (01), Cafeteria Fund (13), Deferred Maintenance Fund (14), Building Fund (21), Capital Facilities Fund (25); and; Special Reserve Fund for Capital Outlay (40).

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, 2019, to June 30, 2020, 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 10th day of June 2019, by the following vote:

AYES: Anastasia Shackelford, Fred Schambeck, William Hinz, Karen Shaw

NOES: None

ABSENT: Melissa Salinas

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 10th day of June 2019, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 10th day of June 2019.



Jim Coombs
Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2018/19 NO. 754

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT OF
LOS ANGELES AND ORANGE COUNTIES, CALIFORNIA,
REGARDING THE EDUCATION PROTECTION ACCOUNT
FOR THE 2018/19 SCHOOL YEAR**

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Lowell Joint School District:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of the Lowell Joint School District;

2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the Lowell Joint School District has determined to spend the monies received from the Education Protection Act as attached.

APPROVED AND ADOPTED this 10th day of June 2019, by the following vote:

AYES: Anastasia Shackelford, Fred Schambeck, William Hinz, Karen Shaw

NOES: None

ABSTAIN: Melissa Salinas

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 10th day of June 2019, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 10th day of June 2019.



Jim Coombs,
Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT
EMPLOYER-EMPLOYEE RELATIONS/PERSONNEL REPORT 2018/19 #11

June 10, 2019

I. CERTIFICATED EMPLOYEES

A. 2019/20 CONTRACTS

NAME	EFFECTIVE DATE	CLASS/COLI STEP C4/S2	SITE	COMMENTS
Mgrdichian, Jennifer	08/12/19	C3/S2	EP	3rd Grade Teacher, 20% percent, at El Portal Elementary. Temporary Contract
Michelle McNeff	08/12/19	C5/S3	EP	4th Grade Teacher at Jordan Elementary. Temporary Contract.
Galang, Bianca	08/12/19	C1/S2	EP	Moderate/Severe Education Specialist Teacher. ABA classroom at El Portal Elementary. Probationary Year 2.
Hammond, Maddison	08/12/19	C5/S6	OL	TK-2 Moderate SDC classroom at Olita Elementary. Probationary year 1.
CdeBaca, Denise	08/12/19	C1/S2	OL	Speech Language Pathologist Teacher at Olita Elementary. Probationary year 1
Moreno, Rebecca	08/12/19	C1/S3	OL	Resource Specialist Teacher at Olita Elementary. Probationary Year 1.
Miller, Cameron	08/12/19	C4/S5	RS	Band Teacher at Rancho Starbuck. Temporary Contract.
Tolmasoff, Susan	08/12/19	C3/S2	MG	4th Grade Teacher at Meadow Green Elementary. Probationary Year 2.
Evenson, Amanda	08/12/19	C4/S4	MG	Kindergarten Teacher at Meadow Green Elementary Temporary Contract
Wilkens, Melissa	08/12/19	C3/S7	MG	5 ^h /6 ^h grade combo teacher at Meadow Green Elementary. Probationary year 2
Kellogg, Melinda	08/12/19	C4/S6	JO	Kindergarten Teacher at Jordan Elementary. Probationary year 1.
Valdez, Michelle	08/12/19	C2/S2	MA	5th grade Teacher at Macy. Probationary year 1
Kaleen Sanchez	08/12/19	Column 7	MA	Kindergarten Teacher at Macy Elementary. Temporary Contract.
Cukro, Matthew	07/01/19	C3/S2	MG	Elementary Principal at Meadow Green Elementary. Probationary Year 2.
Bettinger, Breana	08/12/19	C4/S1	JO	4 ^h grade Teacher at Jordan Elementary. Temporary 6 month contract until 12/20/2019
Garduno, Adam	08/12/19	C3/S6	RS	ih / 8 ^h Math Teacher at Rancho Starbuck. Temporary Contract
Lou, Charlene	08/12/19	C4/S2	RS	ih / 8 ^h Science Teacher at Rancho Starbuck. Temporary Contract
Langer, Garrick	08/12/19	C3/S3	RS	ih / 8 ^h Science Teacher at Rancho Starbuck. Temporary Contract.
Galli, Jessica	08/12/19	C2/S3	RS	ih / 8 ^h Science Teacher at Rancho Starbuck. Probationary year 1 Contract.
Carrillo, Valerie	08/12/19		JO	3 rd Grade at Jordan Elementary. Probationary year 1

Howe, Nathan	07/0119	Column 6	RS	Assistant Principal Rancho Starbuck. Probationary year 2
Sermeno, David	07/0119	Column 7	EP	Elementary Principal at El Portal Elementary. Probationary year 1
Jacobs, Diana	08/12/19	C3/S3	JO	1st Grade at Jordan Elementary Temporary Contract

B. CHANGE OF STATUS

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENTS
Bosari, Julie	08/12/19	05/29/2020	OL	2nd grade teacher at Olita Elementary at 100%
Dinnen, Dyanna	08/12/19	05/29/2020	OL	4 th grade teacher at Olita Elementary at 40%
Bohen, Michelle	08112/19	05/29/2020	OL	4th grade teacher at Olita Elementary at 60%

C. EXTRA DUTY PAY/STIPENDS

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENTS
Galang, Bianca	06/01/19	06/30/19	MG	Extended School Year Teacher - at a rate of \$258.17 per day for 20 days.
Crabtree, Gail	06/0119	06/30/19	MG	Extended School Year Teacher - at a rate of \$258.17 per day for 20 days.
Russell, Annie	06/01/19	06/30/19	MG	Extended School Year Teacher - at a rate of \$258.17 per day for 20 days.
Hammond, Maddison	06/01/19	06/30/19	MG	Extended School Year Teacher - at a rate of \$258.17 per day for 20 days.
Coleman, Rachel	06/01/19	06/30/19	MG	Extended School Year Teacher - at a rate of \$258.17 per day for 20 days.
Van Vliet, Ronita	06/0119	06/30/19	MG	Extended School Year Teacher- at a rate of \$258.17 per day for 20 days.
Montiel, Shaina	06/01/19	06/30/19	MA	Extended School Year Teacher Serve as Home Hospital teacher at a rate of \$35.00 an hour, not to exceed five hours per week, per student.
Needham, Debbie	05/3119		MA	To be paid from Low Performing Students Block Grant \$300.00 additional stipend for 2018-19 school year – Intervention Coordinator
Irving, Tamara	05/3119		RS	To be paid from Low Performing Students Block Grant \$300.00 additional stipend for 2018-19 school year – Intervention Coordinator
Brimmage, Mary	05/31/19		EP	To be paid from Low Performing Students Block Grant \$300.00 additional stipend for 2018-19 school year- Intervention Coordinator
Kane, Carolyn	05/31/19		EP	To be paid from Low Performing Students Block Grant \$300.00 additional stipend for 2018-19 school year – Intervention Coordinator

Karr, Krista	05/31119	MG	To be paid from Low Performing Students Block Grant \$300.00 additional stipend for 2018-19 school year – Intervention Coordinator
Naples, Deborah	05/31/19	OL	To be paid from Low Performing Students Block Grant \$300.00 additional stipend for 2018-19 school year – Intervention Coordinator
Felton, Leslie	05/31119	JO	To be paid from Low Performing Students Block Grant \$300.00 additional stipend for 2018-19 school year – Intervention Coordinator

D. EXTENDED SCHOOL YEAR SUBSTITUTE TEACHERS

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENT
Higgins, Kelly	06/01/19	06/30/19	MG	To be paid at the daily rate of \$258.17 for Substituting during Extended School Year
Vega, Sandra	06/01119	06/30/19	MG	To be paid at the daily rate of \$65.50 for Substituting during Extended School Year.

E. RETIREMENT

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENT
Berg, Chris	06/01/19		RS	Retirement
Miller, Lori	06/01/19		RS	Retirement
Kato, Catherine	06/01/19		RS	Retirement Option 1
Allsman, Brent	08/02/19		RS	Retirement Option 1

F. RESIGNATION

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENT
Hall, Tim	05/31/19		RS	Choral Teacher. Resignation
Goldbrunner, Christine	05/31/19		JO	Resource Specialist. Resignation
Zuniga, Nathan	05/31/19		RS	Science Teacher. Resignation

*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 LCFE Supplemental Grant Funds.

*It is further recommended that the individuals listed above be approved as home school teachers, if needed, for the 2018119 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 2018/19 school year.

CLASSIFIED EMPLOYEES

May 10,2019

A. MONTHLY-GENERALFUND

NAME	EFFECTIVE DATE	END DATE	RANGE/STEP	SITE	COMMENT
Atkinson, Katherine	05/29/19	08/08/19		DO	Switchboard Operator/Receptionist/ Unpaid Leave of Absence
Soto, Denise	06/03/19		R26/S7	MNT	Facilities and Operations Secretary/ Technician/Replacement for Vacancy

II. HOURLY-GENERALFUND

NAME	EFFECTIVE DATE	END DATE	RANGE/STEP	SITE	COMMENT
Aragon, Yvonne	06/03/19	06/18/19	R14/S5	MG	Special Education Support Aide/Extended School Year Substitute
Bonilla, Carmen	06/03/19	06/28/19	R16/S2	MG	Instructional Assistant/Extended School Year
Cacioppo, Alexis	06/03/19	06/28/19	R16/S2	MG	Instructional Assistant/Extended School Year
Charest, Pam	06/03/19	06/28/19	R15/S8 +2.5%	MG	Instructional Assistant/Extended School Year/Substitute
Curtis, Michelle	06/03/19	06/28/19	R15/S5	MG	Special Education Support Aide/Extended School Year
Dumont, Juliette	06/03/19	06/28/19	R15/S8 +5%	MG	Instructional Assistant/Extended School Year Substitute
Flores, Maria	06/03/19	06/28/19	R15/S8	MG	Instructional Assistant/Extended School Year/Substitute
Hanenberg, Cindy	06/03/19	06/28/19	R15/S8 +2.5%	MG	Instructional Assistant/Extended School Year
Hendrickson, Jill	06/03/19	06/28/19	R15/S6 +2.5%	MG	Instructional Assistant/ Extended School Year
Lopez, Donna	06/03/19	06/28/19	R15/S8 +2.5%	MG	Instructional Assistant/Extended School Year
Lua, Erika	06/03/19	06/28/19	R16/S1	MG	Instructional Assistant/Extended School Year
Montiel, Shaina	06/03/19	06/28/19	R14/S3	MG	Instructional Assistant-RSP/Extended Substitute
Morgan, Diane	06/03/19	06/28/19	R15/S8 +2.5%	MG	Instructional Assistant/ Extended School Year Substitute
Ocampo, Katrina	06/03/19	06/28/19	R15/S3	MG	Instructional Assistant/Extended School Year Substitute
Palmer, Mary	06/03/19	06/28/19	R14/S8 +5%	MG	Instructional Assistant-RSP/Extended School Year Substitute
Pullen, Darlene	06/03/19	06/28/19	R14/S8 +5%	MG	Instructional Assistant-RSP/Extended School Year Substitute
Roe, Amy	06/03/19	06/28/19	R14/S4	MG	Instructional Assistant/Extended School Year Substitute
Sanford-Williams,	06/03/19	06/28/19	R15/S8	MG	Instructional Assistant/Extended School

Carol			+2.5%		Year
Straffon, Santy	06/03/19	06/28/19	R15/S6	MG	Special Education Support Aide/Extended School Year
Villarino, Kathleen Pilar	06/03/19	06/28/19	R14/S1	MG	Instructional Assistant/Extended School Year Substitute

III. HOURLY-CAFETERIA FUND

NAME/ EMPLOYEE ID#	EFFECTIVE DATE	END DATE	RANGE/ STEP		COMMENTS
Martinez, Veronica	06/03/19	06/28/19	R14/S3	MG	Satellite Cafeteria Worker /Extended School Year

D. CLASSIFIED JOB DESCRIPTIONS

Addition:

- Nurse's Assistant



LOWELL JOINT SCHOOL DISTRICT

NURSE'S ASSISTANT

Classified Salary Schedule
Range 19

JOB SUMMARY:

Under the direction and supervision of the Director of Special Education, and the technical direction of the District's credentialed school nurse/Student Support Services, provides a variety of health services to students; maintains health records, referrals and reports; administers routine first-aid, assists in screening ill, injured, and medically fragile students in accordance with State law and District regulations; and with health testing programs and other health related services as required. May be assigned to perform special health care procedures, and will participate in specialized training and support services that emphasize support for homeless, foster youth, and adopted students.

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.

- Performs and administers routine first aid procedures; attends to sick and injured students.
- Provides support for regular check-in and preventive support services for the needs of foster youth, adopted, homeless or McKinney Vento students.
- May perform specialized physical health care services including, but not limited to, blood glucose testing, catheterization, gastrostomy feeding, suctioning, ostomy care, postural drainage, and tracheotomy care, trained and supervised by the school nurse.
- Maintains a variety of health related records both manual and electronic (e.g. confidential student health records, emergency medical records, accident reports, health & disability records, medication records, etc.) for the purpose of providing information required by regulatory requirements.
- Assists the District's credentialed school nurse with routine health testing programs including, vision, dental, health, and hearing screening, for the purpose of coordinating screenings, contacting parents and recording results of screenings
- May administer various forms of medication upon prior parental/physician authorization.
- Performs general medical/clerical work, records various types of data, maintains confidential records.
- May assist parents in the completion of health records and forms and explains basic aspects of various health programs and required immunizations; follows up on student health records to assure compliance with State laws.
- Assists students when necessary with daily living self-care skills, including diapering, toileting, feeding and other self-help skills.
- Contacts parents regarding student's health or emotional needs.
- May participate in workshops and in-services as required.
- Attends specialized trainings to help support foster youth, adopted, homeless or McKinney Vento students
- Attends SELPA and District trainings to help promote resources and coordinate services for foster youth, adopted, homeless or McKinney Vento students
- Under the guidance of the District Nurse, serves as the liaison for connecting foster youth, adopted, homeless or McKinney Vento students and families with outside resources.
- Performs other related duties as assigned.

QUALIFICATION GUIDELINES:

Knowledge of:

- First Aid practices and health and safety regulations
- Appropriate safety precautions and procedures
- General needs and behavior of children, including basic elements of child growth and development

- Basic aspects of various health programs and equipment
- General knowledge of Modern office equipment and computer programs
- Modern office practices and procedures, including filing systems, telephone techniques and etiquette
- Record keeping and methods of collecting and organizing data and information
- Correct English usage, grammar, spelling and proofreading
- Oral and written communication skills

Ability to:

- Administer First Aid and CPR to ill or injured students
- Organize and perform duties with a minimum of supervision
- Remain calm in emergency situations
- Analyze situations accurately
- Make good judgments without immediate supervision
- Maintain confidentiality
- Learn specialized physical health care services
- Efficiently prioritize and organize job responsibilities.
- Communicate clearly and effectively, both orally and in writing, with students, staff, parents and the public
- Use interpersonal techniques with tact, patience and courtesy
- Maintain reliable, consistent, punctual regular attendance
- Pass a typing test at 40 words per minute

Education/Training/Experience:

High school diploma or its equivalent; minimum of one year clerical experience required. Some previous experience working with children in an educational, health care or child care setting, or any combination of training and experience that could likely provide the desired knowledge and abilities. Some experience in a medical setting preferred. Must have valid First Aid Certification and a CPR before start of employment. Valid California Driver's License. Ability to type 40 words per minute required

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:

Ability to lift up to 50 pounds without assistance, and be physically able to assist students who may have physical disabilities. Dexterity of hands and fingers to work with students. Standing or sitting for an extended period of time. Reaching overhead, above the shoulders and horizontally to work with and assist students. Some walking and standing on various surfaces as well as bending and reaching at the waist, below and above shoulder level, kneeling, and crouching. Repetitive use of fingers and hands to operate a keyboard and other office equipment is necessary; hearing and speaking ability sufficient to provide information via phone, intercom and personal contact is also needed. Specific vision abilities including close vision, depth perception and the ability to focus are required in order to read materials and assist students.

Work Environment:

While performing the duties of this job the employee works in several environments including a school office, classroom, indoor and outdoor environments and on or near student playground equipment as needed. Employees in this position may have a higher level of exposure to infection and physical injury from students. This position may also involve the following: frequent interruption and direct contact with staff and the public; a high volume of responsibilities that may require working without direct and/or constant supervision; and working in a school office environment where the noise level is usually 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, 5 days per week, 6.0 hours per day

Nurse's Assistant

Board Approved: June 10, 2019