

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

MINUTES REGULAR MEETING OF THE BOARD OF TRUSTEES

April 5, 2021

- | | |
|---|---|
| Call to Order | President Hinz called the meeting to order at 6:31 p.m. using video conference via zoom meeting ID # 847 7214 0626 for the Regular Board Meeting of the Board of Trustees, in compliance with Government Code 54953. |
| Topics Not on the Agenda | None. |
| Closed Meeting | President Hinz declared the meeting recessed to closed session via video conference at 6:32 p.m. |
| Call to Order | President Hinz called the meeting to order at 7:34 p.m. via video conference zoom meeting ID #847 7214 0626 for the Regular Board Meeting of the Board of Trustees, in compliance with Government Code 54953. |
| | The flag salute was led by Melissa Salinas the Board of Trustees Vice President. |
| | Trustees Present: William A. Hinz, Melissa A. Salinas, Karen L. Shaw, Fred W. Schambeck, and Anastasia M. Shackelford |
| | Trustees Absent: None. |
| | Staff Present: Jim Coombs, Superintendent of Schools, Sheri McDonald, Assistant Superintendent of Educational Services, Andrea Reynolds, Assistant Superintendent of Administrative Services and David Bennett, Assistant Superintendent of Facilities and Operations |
| Reporting out Action (if any) Taken in Closed Session | None. |
| Introduction / Welcome | President Hinz welcomed all guests, Darleene Pullen, CSEA president, Allison Fonti, LJEAs president and LJEAs lead negotiator, Leslie Mangold. |
| Acknowledgement of Correspondence | Mr. Schambeck acknowledged correspondence from a school principal. |
| Approval of Agenda | It was moved, seconded, and carried by unanimous roll call vote, (5 – 0) to approve the April 5, 2021, Board agenda. |
| Approval of Minutes | It was moved, seconded, and carried by unanimous roll call vote, (5 – 0) to approve the minutes from the March 1, 2021, Regular Board Meeting. |

Topics Not on the Agenda	None.
Timely Information from the Board and Superintendent	None.
Recognition of National Quilt Museum School Block Challenge	<p>Mrs. Carol Shaw introduced Khloe Lee, El Portal student, who was the grand prize winner on the National Quilt Museum School Block Challenge. Khloe really showed thought and creativity in her block. She used a variety of colors, techniques, and textures in making a very cohesive quilt square. Her theme was evident even without reading the story that accompanies it and completely captures life in this unprecedented time. In a “normal” year, Khloe would be honored at a reception at the museum in Paducah, but gatherings have been canceled due to Covid-19. Her quilt square is featured on the museum’s website and all its social media accounts and is prominently displayed alone as you enter the museum galleries.</p>
Recognition of the 2021 Magna Award – Special Education Blue Ribbon Action Team	<p>Mr. Coombs introduced the 2021 NSBA Manga Award for Special Education Blue Ribbon Action Team. Lowell Joint School District is one of four in the United States to receive this award. The members of the committee were: Kathryn Allsman, Leslie Felton, Dennis Eastman, Sarah Nunez, Allison Fonti, Jean Martin, Rontia Van Vliet, Bianca Galang, Margaret Palmer, Amanda Malm, Kelly Johnson, Lysa Saltzman, Samantha Blackler, Krista Karr, Robert Lickfelt, Tamara Irving, Kaleo Igarta, Kari Heinrich, Sandy Jan, Rhonda Overby, Jim Coombs.</p> <p>All awardees received a small MANGA award for the participation in creating the program.</p>
Approval of Consultant Agreement with National Demographics Corporation for the Transition to a By-Trustee Area Election	<p>It was moved, seconded, and carried by unanimous roll call vote (5-0) to approve the consultant agreement with National Demographics Corporation for the review and reassessment of the By-Trustee Area election, legally required demographic study will cost approximately \$8,000 plus expenses, and that the Superintendent or designee be authorized to execute the necessary documents.</p>
Resolution 2020/2021 No. 821, Recognizing April 20 – 24, 2021, as “Public School Volunteer Week”	<p>It was moved, seconded, and carried by unanimous roll call vote (5-0) to adopt Resolution 2020/21 No. 821 recognizing April 20 – 24, 2021, as “Public School Volunteer Week” be adopted, and that the Superintendent or designee be authorized to execute the necessary documents.</p>
Submission of Williams Litigation Settlement – Quarter Uniform Complaint for Quarter 3, January 1–March 31, 2021	<p>Education Code Sections 42630-34/85230-34, require Board action that the following named persons be authorized to sign and/or electronically approve payments and documents related to Payroll, Purchase Orders, Contracts, Travel Reimbursement Requisitions, and Vendor Orders, as indicated, and that all previous authorization of signatures are rescinded. submission of the Williams Litigation Settlement – Quarterly Uniform Complaint Report for Quarter January 1 – March 31, 2021, with zero complaints, and that the Superintendent or designee be authorized to execute the necessary documents.</p>

Reaffirmation of the Citizens Bond Oversight Committee

It was moved, seconded, and carried by unanimous roll call vote (5-0) to reaffirmation of the recommended Citizens Bond Oversight Committee be approved, and that the Superintendent or designee be authorized to execute the agreement.

The following is the reaffirmation slate of Citizen Bond Oversight Committee members:

Representative Categories:

Representative Names:

One (1) member active in a business organization representing the business community located within the district

Casey Powers

One (1) member active in a senior citizens' organization

Stuart Gothold

One (1) member active in a bona fide taxpayers' organization

Jan Averill

One (1) member who is the parent or guardian of a child enrolled in the district

Martin Tourville

One (1) member who is either a parent or guardian of a child enrolled in the district and active in a parent-teacher organization, such as the Parent Teacher Association or School Site Council

Kimberly Johnson

Two (2) members selected from the public at large

Richard Jones

Taffi Graham

Presentation of Audit Report for 2019/20

Education Code 41020 requires school districts to annually obtain an independent audit report of its financial statements. The firm of Nigro and Nigro performed the 2019/20 financial audit of Lowell Joint School District financial statements.

Mr. Jeff Nigro of Nigro and Nigro presented Audit Report 2019-2020. The report is also posted on the District Website

- o An audit expresses an independent opinion on the financial statements of the Building Fund (21)
 - Our opinion is unmodified
- o Determines compliance with applicable laws and regulations
- o It is not designed to look for fraud, waste, and abuse
- o A performance audit tests compliance with certain provisions of California Constitution
- o Article XIII-A
- o Tests that proceeds were used only for allowable projects approved by voters

Total Assets: \$10,354,838

Total Liabilities: \$682,260
Total Fund Balance: \$9,672,578
Total Revenues: \$205,818
Total Expenditures: \$(4,303,139)
Total Financing Sources: \$ 13,687,633

Approval of Authorization of Signatures Education Code Sections 42630-34/85230-34, require Board action that the following named persons be authorized to sign and/or electronically approve payments and documents related to Payroll, Purchase Orders, Contracts, Travel Reimbursement Requisitions, and Vendor Orders, as indicated, and that all previous authorization of signatures are rescinded.

It was moved, seconded, and carried by unanimous roll call vote (5-0) to approve of Authorization of Signatures, and that the Superintendent, or designee be authorized to execute the necessary documents.

Ratification of Memorandum of Understanding with the Lowell Joint Education Association Hybrid/Virtual Academy It was moved, seconded, and carried by unanimous roll call vote (5-0) to approve the Ratified Memorandum of Understanding with the Lowell Joint Education Association to address hybrid / virtual academy be approved, and the Superintendent or designee be authorized to execute the necessary documents

Approval of Professional Services Agreement, Hauffe Company Inc., (HCI) Division of State Architect (DSA) Inspections, Jordan Elementary School It was moved, seconded, and carried by unanimous roll call vote (5-0) to approve a Professional Services Agreement, Hauffe Company Inc., (HCI), DSA Inspection Services, Jordan Elementary School, effective June 1, 2021, through June 30, 2022, not to exceed \$188,160 (21.0-00000-0-00000-85000-6281-0004000) Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of Professional Services Agreement, All American Inspection Inc., Division of State Architect (DSA) Inspections, Jordan Elementary School Project It was moved, seconded, and carried by unanimous roll call vote (5-0) to approve a Professional Services Agreement, All American Inspection Inc., DSA Inspection Services, Jordan Elementary School Project, effective April 5, 2021, through April 5, 2022, not to exceed \$22,000.00 (21.0-00000-0-00000-85000-6281-0000400) Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.

Ratification of Professional Services Agreement with A-Tech Consulting for Hazardous Materials Survey, Testing, at Jordan Elementary School It was moved, seconded, and carried by unanimous roll call vote (5-0) to ratify a Professional Services Agreement with A-Tech Consulting for Hazardous Materials Survey, Testing at Jordan Elementary School, effective April 5, 2021 through April 5, 2022 not to exceed \$20,965.00 (21.0-00000-0-00000-85000-6282-000400) Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.

April 5, 2021

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Consent Calendar

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

Acceptance of
Gift/Donations

Approved the acceptance of gift/donations from Carol Geraghty for five cases of preschool program materials valued at \$250.00, and that the gifts/donations mentioned above, which have been donated to the District, and letters of appreciation were written to the donors

Approval of Ratified
Memorandum of
Understanding Placement
Agreement between
Grand Canyon University
and Lowell Joint School
District, Effective January
1, 2021 through June 30,
2025

Approved the ratified Memorandum of Understanding Placement Agreement with Grand Canyon University effective January 1, 2021 through June 30, 2025, at no cost to the district, and that the Superintendent or designee be authorized to execute the necessary documents

Approval of
Memorandum of
Understanding Placement
Agreement between
University of Southern
California Rossier School
of Education and Lowell
Joint School District,
Effective July 1, 2021
through June 30, 2025

Approved the Memorandum of Understanding Placement Agreement with University of Sothern California, Rossier effective July 1, 2021 through June 30, 2025, at no cost to the district, and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of
Memorandum of
Understanding Internship
Fieldwork Agreement
between Chapman
University and Lowell
Joint School District,
Effective August 1, 2021
through June 30, 2026

Approved the Memorandum of Understanding Internship Fieldwork Agreement with Chapman, effective August 1, 2021 through June 30, 2026, at no cost to the district, and that the Superintendent or designee be authorized to execute the necessary documents.

Purchase Order Report
2020/21 #9

Approved Purchase Order Report 2020/21 #9 as attached, which lists all purchase orders issued February 1, 2021, through March 10, 2021.

Warrant Listing Report
2020/21 #9

Approved Warrant Listing Report 2020/21 #9, as attached, which lists all warrants issued February 18, 2021, through March 12, 2021.

Approval of Amended Agreement with American Express for Card Tokenization Services

Approved the Amended Agreement with American Express for Card Tokenization Services, and that the Superintendent, or designee be authorized to execute the necessary documents.

Approval of Agreement with Orange County Department of Education for Courier Services

Approved the Agreement with Orange County Department of Education for Courier Services, at the cost of \$5,000 for the 2020/21 year, and that the Superintendent, or designee be authorized to execute the necessary documents.

Employer-Employee Relations/Personnel Report 2020/21 #9

Ratified Employer-Employee Relations/Personnel Report 2020/21 #9, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.

Approval of the Confidential Salary Schedule Adding the Assistant to the Superintendent's Office

Approved the ratified Confidential Salary Schedule adding the Assistant to the Superintendent's office, March 11, 2021, and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of Agreement with Kara Campbell to Provide Professional Development on April 2, 2021

Approved the ratified contract with Kara Campbell, at a cost of \$750.00 to be covered by one-time State Funding, and the Superintendent or designee be authorized to execute the necessary documents

Board Member/Superintendent Comments

Mrs. Shackelford wanted to thank all of the staff members that worked on the application for the MAGNA Award. In view of approving the LJEА COVID Hybrid MOU, she wanted to personally thank all of the staff that personally works on the hybrid model and the teaching staff for the amazing job they are doing. She is very grateful and thankful to all the staff.


Mr. Schambeck mentioned the incredible amount of food that the nutrition services has passed out to our families. He asked that they be acknowledged for their service with a plaque. Mr. Coombs stated that every single nutrition services staff member would be receiving an impact appreciation gift for their work.

Adjournment

President Hinz declared the meeting adjourned at 8:18 p.m. in accordance with the Government Code Section 54956.9 (a, b, c), that the Board would be returning to closed session and indicated no further public action would be taken.

Date Approved:

5/3/21



Clerk/President/Secretary to the Board of Trustees



National Demographics Corporation

A Proposal to
Lowell Joint School District
for Demographic Services

By National Demographics Corporation
Douglas Johnson, President

March 2, 2021



National Demographics Corporation

March 2, 2021

Ronald D. Wenkart
Lowell Joint School District
c/o Atkinson, Andelson, Loya, Ruud & Romo
20 Pacifica, Suite 1100
Irvine, California 92618

Dear Mr. Wenkart,

Thank you for the opportunity to provide this proposal to Lowell Joint School District. NDC has more than 40 years of experience districting and redistricting hundreds of cities, school districts and other local jurisdictions across California, including the District's initial move to by-trustee-area elections and similar work for Buena Park Elementary, Centralia Elementary, Cypress Elementary, Fullerton High, Los Alamitos Unified, and the cities of Los Alamitos, Buena Park, Fullerton, La Mirada, Placentia, Stanton and Anaheim (a full client list is available at www.ndcresearch.com/clients/). We welcome the opportunity to bring the firm's expertise and skills to assist the District.

For each project, there are certain required basic elements, and there are several options that the District can include or leave out at its option. NDC carefully tailors each project to the needs and goals of the individual client partner. NDC also welcomes the opportunity to work with our clients to encourage public participation in this process, as we offer several tools developed specifically for public engagement in districting and redistricting.

The attached proposal consists of a brief introduction; specific proposed project elements and options; timeline and cost information; conclusion; and signature section. NDC looks forward to working with you on this effort. Please call or email anytime if you have any questions, concerns, or requests regarding this proposal.

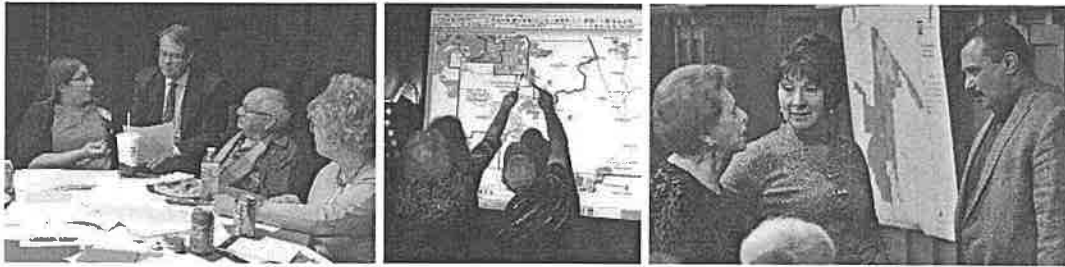
Sincerely,

Douglas Johnson
President



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Brief History of National Demographics Corporation

NDC has served hundreds of local governments since our founding in 1979. While most of NDC's work is in California and Arizona, the firm has performed projects in all regions of the country, serving clients as varied as the States of Mississippi, Arizona, Florida and Illinois; Clark County (Nevada); the California counties of Merced, San Bernardino, and San Diego; the San Diego Unified School District; the City of Oakland; Yuma County (Arizona); the Arizona cities of Glendale, Mesa, Peoria, Phoenix, and Surprise; and relatively smaller jurisdictions such as the City of Bradbury and Clay Elementary School District.

The company is especially well known for its districting and redistricting work with local governments. NDC has established a reputation as the leading demographic expert on the California Voting Rights Act (CVRA), having performed demographic assessments of potential CVRA liability and/or moves to by-district elections for over 350 jurisdictions. No company has been responsible for addressing the electoral demographic needs of more local governments, as NDC has districted and/or redistricted more than 250 counties, school districts, cities, water districts, and other local jurisdictions.

Nationally recognized as a pioneer in good government districting and redistricting, NDC has unmatched expertise in the issues, questions, and decisions jurisdictions face in any discussion regarding districting, redistricting, the California and Federal Voting Rights Act and related election system choices.





Company Philosophy

Professionalism

NDC's personnel are nationally recognized as leaders in the districting field and are responsible for numerous books and articles on the subject. NDC possesses all the hardware and software necessary to meet the districting and redistricting needs of any jurisdiction, and its personnel have unmatched experience in the line-drawing side of this work, as well as in developing the databases used for these purposes. But more important are the firm's interpersonal skills and the team's understanding of the perspective of all parties in this process.

Partnership

In recognition of the vital role these groups play in informing and assisting their members, NDC is a sponsor of the California League of Cities, the California Special Districts Association, and we are currently finalizing our sponsorship of the California School Boards Association and the California Association of Counties.

For years, NDC has frequently appeared on panels organized by these organizations to share information with their members about the California Voting Rights Act, the Census, and the districting and redistricting rules and process.

NDC also assists the League of Cities and CSBA with negotiations and suggested language for legislation on districting/redistricting and the California Voting Rights Act.

Local Leadership and NDC's Non-Partisan Approach

NDC is an advisor and technical resource. The firm's role is to assist our clients in implementing our clients' goals and directions within the complicated demographic and legal constraints of the project. NDC shares its experience and expertise, but the final plan is selected by the jurisdiction's elected leaders, not NDC. The firm is sometimes criticized, usually by people from outside of the client jurisdiction, for not acting as an advocate or proselytizer for what these outsiders think is "right" for the client. But NDC team members are expert advisors, not proselytizers. NDC guides our clients through the process to a map that meets all legal requirements and the goals of our client – not the goals of outside critics. NDC welcomes the chance to assist each client through this process following the direction of the jurisdiction's elected leadership, key staff members, and the entire community.



National Demographics Corporation

A common question in many redistricting projects is whether there is any influence of any improper political bias on the process. NDC's four decades of success working for jurisdictions with all-Democratic leadership, jurisdictions with all-Republican leadership, and every possible combination in between, reflects our steadfast dedication to non-partisan service. At work, each of us puts our personal political feelings aside and focuses on implementing the policy goals and directions of our clients using NDC's non-partisan, professional and expert guidance regarding the requirements and options facing each client. We believe most of our clients would be hard-pressed to guess which NDC team members are registered as independents or with any political party, and we are proud to have satisfied customers and clients whose partisan leanings (even in their non-partisan local government offices) similarly cross the entire partisan spectrum.

Openness

Any change in election systems can have momentous implications for the distribution of political power in a jurisdiction and for access by groups and individuals to the governance process. Not surprisingly, such changes often attract considerable public attention, sometimes generate intense controversy, and may draw charges of manipulation and abuse of power. It is crucial, therefore, that the jurisdiction establish, at the beginning, a process that is not only fair, but that is seen to be fair, to all contending groups and individuals.

Public Engagement

NDC pioneered the "transparent districting" approach that involves the public at every stage of the process and the company invented the "public participation kit" back in 1990. But NDC's most valuable service is the firm's experience transforming often contentious and passionate debates into thoughtful, constructive discussions focused on the options and outcomes rather than individual personalities. NDC also has considerable experience working with translators in public forums and providing materials in English and Spanish.

NDC's approach has been widely praised in the media, and NDC has worked extensively with all types of press including radio, television, newspaper, and new media.



National Demographics Corporation

Project Software

NDC uses Caliper Corporation's Maptitude for Redistricting software for processing public map submissions and drawing NDC's draft maps and Board-directed revisions. Maptitude for Redistricting can open and use the standard "Shapefile" and "File Geodatabase" GIS data formats, and Maptitude for Redistricting can export all files to "Shapefile" and "File Geodatabase" formats.

NDC uses ESRI's ArcGIS Online to present those maps for Board, Staff and Public review in an easy-to-use, interactive format. NDC also uses ArcGIS Pro for some specialized Geographic Information System (GIS) analysis; for opening and reviewing data received from clients or from other jurisdictions; and when needed for final map post-adoption processing for delivery to the jurisdiction and to the County Registrar. Microsoft PowerPoint is also used for many presentations, though NDC is currently experimenting with a possible move to ESRI's "Story Maps" for some presentations.

NDC Approach to Public Engagement

The Three E's of Public Participation: Engage, Educate, and Empower

NDC's "Three E's" approach recognizes the complex and daunting nature of districting and redistricting projects, while emphasizing the importance of public participation in such projects.

Given the complexity of the issue, the public cannot be expected to jump in with constructive ideas and input without encouragement. So NDC's approach begins with the first "E": **Engage**. NDC works with our clients to get the word out about why the project matters – and how input from residents can be a decisive element of the project.

Once their interest is engaged, the second "E" is **Educate**. Most media coverage of this topic focuses on congressional gerrymandering, giving the entire field a tainted and hopeless feel. NDC works with our clients to explain how local districting and redistricting is based on neighborhoods and communities – not national politics. We educate the public on the data, requirements and goals of redistricting, and on the many options residents have to formulate and share their own maps or other constructive input.

The third "E" is **Empower**. For those projects where the level of public interest and engagement justify the expense, NDC offers an unmatched array of paper, Excel-based, and online mapping tools that residents can use to draw detailed, population-balanced maps for consideration by the jurisdiction.



National Demographics Corporation

When included in a project, NDC has seen considerable public interest in these optional public participation tools. Often five, ten or even twenty or thirty draft maps are proposed by community residents. And NDC developed a highly refined and proven methodology for efficiently guiding our clients through selecting and refining a map, even when starting from 10, 20, 30 or more initial draft maps.

For those jurisdictions where the expense of the optional mapping tools is too high, NDC always welcomes any letters, comments, or hand-drawn maps that residents wish to submit during the districting or redistricting process.

For every project, at no extra expense, NDC includes an online “interactive review map” that allows residents to analyze draft maps zooming in and out, searching for specific addresses, and by changing between street maps, satellite images, and other underlying base maps.

Samples of these tools are shown on the following pages, and additional details on each of them appears later in this proposal.

Sample Public Participation Mapping Tool

Public Participation Kit

Each number indicates the total population of that “population unit” area. Each district must have essentially equal population.

The population of each of the five districts must be close to 7,447, with no more than a 745 difference between the largest and smallest.

Name: _____

Phone or email: _____

Please use a thick black colored pen to draw your map, then submit it at City Hall or drop it in our proposal submission box at the City Hall. NDC can be reached at: NDC Corporation, 190 Box 5274, Glendale, CA 91221. You can hand-deliver, mail, fax, scan and email, or photograph and email your map.

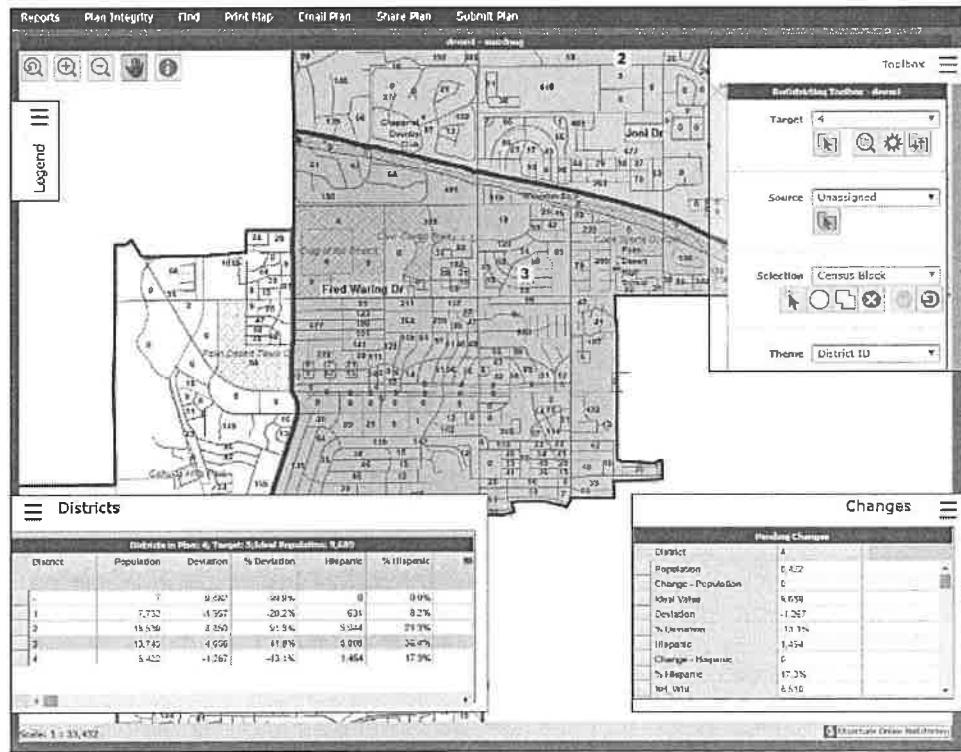
An online version of this map that allows you to zoom in and out for more detail is available as a link from the City website.

© 2004 National Demographics Corporation

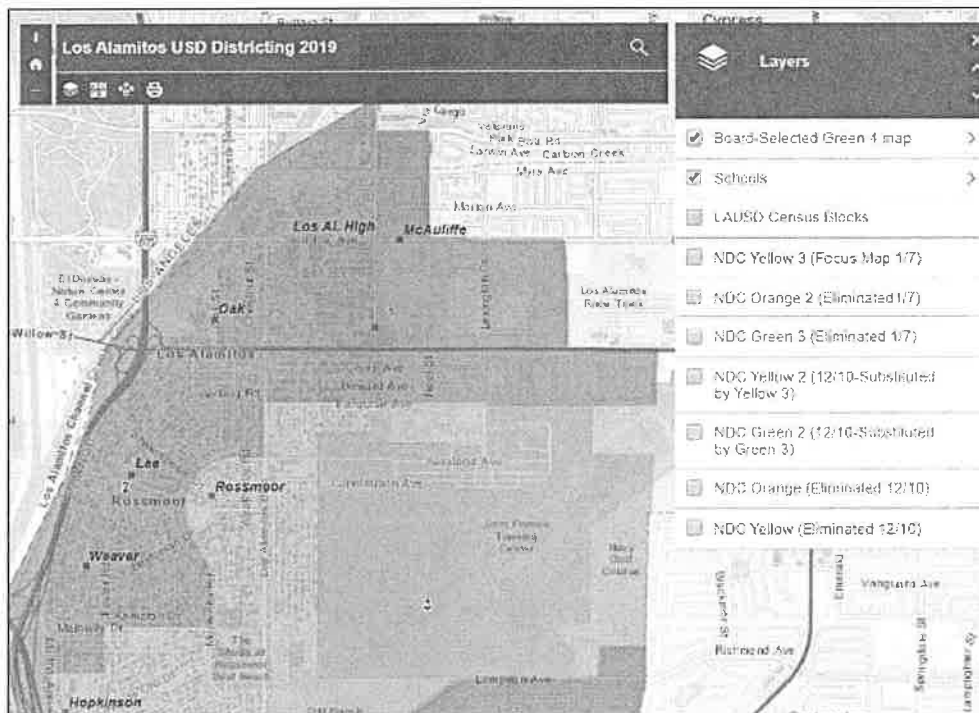


National Demographics Corporation

Sample Online Mapping Tool



Sample NDC “Interactive Review Map” (used to view and evaluate, not to draw, maps)





The NDC Team

NDC's 40 years of service to local governments is grounded in our academic founding and decades of professional relationships with all forms of local governments. Each NDC team member has been extensively trained in the legal requirements, demographic details, and complicated personal and community interests involved in every districting and redistricting project. And every NDC team member has been briefed on the wide range of unusual and bizarre challenges NDC has encountered over our more than 250 successfully completed local government projects. Whatever question or situation arises, your NDC team can handle it.

NDC President Dr. Douglas Johnson leads all team training and closely monitors the progress of every client project. NDC President Dr. Johnson and Vice President Dr. Levitt are always available to all clients, and typically are personally involved whenever particularly unusual or complex situations arise. And each NDC project has an NDC Consultant or Senior Consultant as a primary point of contact to ensure seamless information flows and continuity. All NDC project leaders are a fully trained Consultants or Senior Consultants with years of experience working with local government elected leadership and top staff members. Each NDC team leader brings their personal expertise in demographics, city governance, school district governance and/or special district management to every project. And each team leader has particular expertise and focus in specific geographic areas. All team members resumes are available on www.ndcresearch.com/about-us/.

NDC Current Organization Chart

NDC President	Douglas Johnson, Ph.D.
NDC Vice President	Justin Levitt, Ph.D.
Senior Consultants	Shalice Tilton Robert McEntire, Ed.D. Jeff Tilton, Ed.D.
Consultants	Kristen Parks Daniel Phillips, Ph.D. Shannon Kelly Jeff Simonetti Todd Tatum Ivy Beller Sakansky Douglas Yoakam
Records Manager	Michele Lewis



Recognition of NDC's Expertise

Both national and local organizations have recognized NDC's unmatched experience and expertise in the Census, districting, and redistricting.

National Recognition

Nationally, the National Conference of State Legislatures hosted NDC as a panelist at five different forums held for state legislators and legislative staff from across the country. NDC President Douglas Johnson addressed these forums on the following topics:

1. *Citizen Voting Age Data from a line-drawer's viewpoint*
2. *Communities of Interest in Redistricting: A key to drawing 2011 plans (and for their defense)*
3. *The Key to Successful Redistricting*
4. *Communities of Interest In Redistricting: A Practical Guide*
5. *The Arizona Independent Redistricting Commissions' experiences with the first-ever independent redistricting*

In addition:

- The National League of Women Voters hosted NDC President Douglas Johnson at a 2006 conference on "Building a National Redistricting Reform Movement,"
- Texas Tech University hosted Dr. Johnson as a panelist at its "Symposium on Redistricting;"
- The Arizona League of Cities and Towns hosted Dr. Johnson as a panelist on "Redistricting Law and the Voting Rights Act: What It Means for Your City or Town in 2011" and
- The Arizona Bar Association hosted Dr. Johnson as a panelist on "Communities of interest and technology in redistricting."

California League of Cities Recognition

The California League of Cities hosted NDC as panelists over a dozen times to date:

- General Meeting panel: 2006 and 2015
- Executive Forum panel: 2018 and 2020
- City Clerk Department panel: 2014, 2017, 2018, twice in 2019, and 2020
- City Manager Department panel: 2015 and 2019
- City Attorney Department panel: 2018



National Demographics Corporation

Inland Empire Chapter presentation: 2016

South Bay Chapter presentation: 2020 and 2021

Recognition by Additional California Organizations

Other California organizations and conferences since 2011 recognizing NDC's expertise in this field include:

2020	California County Counsel Assoc.	2021 Redistricting - What Local Government Attorneys Need to Know
2020	"Voice of San Diego" Politifest	Redistricting--What it means for our community
2020	County Committee Secretaries Annual Summit	The California Voting Rights Act
2020	Rose Institute of State and Local Government	2021 Redistricting: New Rules for California Local Governments
2020	California Special Districts Association	California Voting Rights Act Challenge Factors
2020	Associated Cities of California – Orange County	2021 Redistricting: The Rules have Changed
2020	California Municipal Law Conference	Municipal Redistricting in 2021: New Rules of the Road
2019	California Association of School Business Officials	Transitioning to By-Trustee-Areas Elections
2019	USC City/County Fellowship Program	The Challenges of Municipal Election Districts
2019	California Special Districts Association	District Elections and the California Voting Rights Act
2018	California Special Districts Association	Converting From At-Large to By-District Elections Under the California Voting Rights Act
2018	Riverside County Bar Assoc.	Redistricting and the California Voting Rights Act
2018	California School Board Assoc.	Voter Districts: The Link Between Strong Community Engagement and a Successful Process



National Demographics Corporation

2017	California School Board Assoc.	15 Years with the California Voting Rights Act: Lessons Learned and Challenges Ahead
2017	UC's National Public Service Law Conference	Moderator, "Voting Rights 101"
2016	Los Angeles County School Business Officials	CVRA: What CBO's Need to Know
2016	Los Angeles County School Trustees Assoc.	The CVRA: What School Board Members Need to Know
2015	Associated Cities of California – Orange County	The California Voting Rights Act
2015	California School Board Assoc.	The California Voting Rights Act: What Board Members Must Know
2015	Los Angeles County School Boards Assoc.	CVRA & Districting: The Demographer's Perspective
2011	Channel Cities Club	Lunch Keynote: "California's next experiment: independent, public redistricting"

Trusted Advisor to Local Government and Redistricting Reform Groups

NDC acted as an informal advisor to the California League of Cities and the California School Board Association during the debate over the AB849 "FAIR MAPS Act" in 2019.

NDC acted as an informal advisor to the California League of Cities during the debate over AB1276 (revising the FAIR MAPS Act provisions) in 2020.

NDC provided ideas, advice, maps and research to the 2008 Common Cause-led coalition that drafted and successfully advocated for Proposition 11, which created California's State-level Independent Redistricting Commission.

Advisor to Charter Review Commissions on Redistricting Provisions

NDC advised the following groups on the redistricting and voting rights provisions of their charter revisions and ordinances:

2016	City of El Cajon charter revision and public education outreach
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2015/16	Castaic Lake Water Agency and Newhall County Water District merger
2015/16	City of Corona Charter Revision
2011/12	Pasadena Unified advisor to Charter Revision Commission creating a redistricting commission and moving District to by-district elections
2009/10	City of Menifee advisor to by-district-elections ordinance language committee
2006-08	City of Modesto advisor to Charter Revision Commission creating an independent redistricting commission and public education outreach
2003	City of Goleta ordinance writing and public education outreach

Expert Witness and Litigation Consultant

NDC President Douglas Johnson served as an expert witness in the following election and redistricting law cases:

2020	Chestnut v Merrill (Alabama)
2019	City of Redondo Beach vs State of California
2019	Ruiz-Lozito vs West Contra Costa Unified School District
2019	Common Cause v Lewis (North Carolina)
2018	Phillip Randolph Institute v Smith (Ohio)
2018	League et al. v. Johnson (Michigan)
2017	Luna v County of Kern
2018	Covington v State of North Carolina
2016	Garrett v City of Highland
2015	Jamarillo v City of Fullerton
2015	Harris vs Arizona Independent Redistricting Commission
2015	Solis v Santa Clarita Community College District
2015	Jauregui et al vs City of Palmdale
2014	Diego v City of Whittier

NDC Staff also served as litigation consultants for jurisdictions in the following California Voting Rights Act cases:

1. Anaheim
2. Carson
3. Compton
4. Escondido
5. Modesto
6. Poway
7. Santa Clarita
8. Whittier
9. Santa Clarita Community College District
10. Tulare Health Care District



NDC Testimonials

Here is a sampling of what people have to say about NDC:

“Our decision to work with National Demographics came out of our extraordinary city-wide success in 2015 with their work designing the original districts. I think anyone who participated in that process realized that the technical solutions they created opened access to literally dozens of people creating their own maps and it created a vibrant process.”

Santa Barbara City Attorney Ariel Calonne

“Here's a great expert. . . . today you bring him in for what sounds like good information, very smart man up here.”

United States Fourth District Court Judge James A Wynn, Covington v North Carolina, United States District Court for the Middle District of North Carolina, Case No. 1:15CV399

“I have worked on Congressional, Legislative, Los Angeles County and Los Angeles City redistricting maps on behalf of the Latino Caucus and grassroots Latino organizations for over 30 years. Douglas Johnson is one of the top redistricting experts in California, and he is who I would pick to draw a map for me anywhere in the state.”

Alan Clayton, retired Executive Director of the Los Angeles County Chicano Employees Association

“The excel spreadsheet is a fantastic tool. Just plug in the letter by district and on the tab see a running total of population by assigned district. It's cool.”

Modesto resident's comment, June 16, 2008

“One of the first, and in retrospect one of the best, decisions made by our commission was to hire Douglas Johnson and his colleagues at National Demographics Corporation as our primary consultants. I have never had the opportunity to work with a more highly qualified, hard-working, dedicated, professional and classy individual or group than Mr. Johnson and his associates at NDC.”

Jim Huntwork, Arizona Independent Redistricting Commissioner (Republican)



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“In addition to his technical expertise, Doug had a keen sense of how to help us navigate the complexities of the process. He understands redistricting better than any person I know. He has a unique ability to synthesize that which is very complicated and make it very understandable for the public. He frequently would present various options, without representing any position, clearly delineating differences and challenges of each option in a clear and succinct manner.”

Josh Hall, Arizona Independent Redistricting Commissioner (Democrat)

“It was a great pleasure to work with Doug Johnson and NDC during the first Independent redistricting effort in Arizona. Doug and his staff were professional, efficient, responsive, and even-handed. They listened very carefully to the instructions given by the commission and performed each mapping task without bias of any kind. I would highly recommend NDC to any jurisdiction, or commission, wishing to have a successful redistricting process.”

Steven W. Lynn, Chair, Arizona Independent Redistricting Commission (Independent)

“Thank you for all of your hard work, assistance, and patience with me during this year of CVRA conversion to by-area trustee elections. Your continual reassurance and support in dealing with all of the details was sincerely appreciated. We all have jobs to do, but when working with all of you I felt that you always went the extra mile to support our District with excellent customer service. The multiple revisions, extra conference calls, and follow up suggestions made a difference to Scott, Linda, and me. I personally enjoyed joking around with each of you while remaining professional in all presentations. It was a pleasure working with all of you. “

Jennifer Williams, Ed. D., Fullerton Joint Union High School District, Executive Director Administrative Services

“Thank you for taking time out of your busy schedule to participate in the City Official Roundtable I hosted on the 2020 U.S. Census at the Redondo Beach Performing Arts Center. I appreciate that you shared your expertise on the Census to the government officials who were present. It is critical that we work together to ensure that everyone is counted in the upcoming Census.”

Ted W. Lieu, Member of Congress, California 33rd District.



Impeccable References

All of NDC's former clients – without exception – can be contacted for references. The following is only a sample of references:

Mr. Graham Mitchell. City Manager. City of El Cajon. 200 Civic Center Way. El Cajon. CA 92020. (619) 441-1716. GMitchell@cityofelcajon.us.

Mr. Jason Stilwell. City Manager. City of Santa Maria. 110 E. Cook Street. Santa Maria. CA 93454-5190. (805) 925-0951 ext. 2200. jstilwell@cityofsantamaria.org.

Mr. Marcus Walton. Communications Director. West Contra Costa Unified. 1108 Bissell Ave., Room 211-215. Richmond, CA 94801. 510-205-3092. mwalton@wccusd.net.

Mr. Jonathan Vasquez. Superintendent. Los Nietos School District. 8324 S. Westman Ave., Whittier, CA 90606. (562) 692-0271 Ext. 3212 jonathan_vasquez@lnsd.net.

Ms. Jennifer Fitzgerald, Mayor, City of Fullerton. 303 W. Commonwealth Avenue. Fullerton, CA 92832. (714) 402-3106. jennifer@curtpringle.com.

Mr. James Atencio. Assistant City Attorney. City of Richmond. 450 Civic Center Plaza. Richmond, CA 94804. 510-620-6509. James_Atencio@ci.richmond.ca.us.

Ms. Isabel Montenegro. Administrative Assistant. Inglewood Unified. 401 South Inglewood Avenue, Inglewood, CA 90301. 310-419-2799. imontenegro@inglewood.k12.ca.us.

Ms. Pam Abel. Superintendent. Modesto City Schools. 426 Locust Street. Modesto. CA 95351-2631. (209) 574-1616. able.p@mcs4kids.com.

Mr. Darrell Talbert. City Manager. City of Corona. 400 S Vicentia Avenue. Corona. CA 92882-2187. 951.279.3670. Darrell.Talbert@ci.corona.ca.us.

Mr. David Silberman. Deputy County Counsel. San Mateo County. 400 County Center. 6th Floor. Redwood City. CA 94063. 650-363-4749 dsilberman@smcgov.org.

Judge Hugh Rose (retired). Chairman. City of Modesto Districting Commission. 508 King Richard Lane. Modesto. CA 95350. Phone (209) 522-0719. Email: hhrose@hotmail.com.

Ms. Lucinda Aja. City Clerk, City of Buckeye, Arizona. 100 N Apache Rd, Suite A, Buckeye, AZ 85326. Phone (623) 349-6007. Email: laja@buckeyeaz.gov.



Summary Scope of Work

NDC tailors each project to the needs and goals of each jurisdictions. Below is a typical NDC-suggested timeline and description of project elements.

The dates provided below are general guidelines and will vary according to the goals, project choices, and deadlines of each jurisdiction.

This proposed scope of work below proposes holding three or four hearings. Only one is required for school district redistricting, so some jurisdictions may choose to skip the initial pre-Census hearings and public engagement efforts and see a corresponding reduction in the project cost.

This timeline is subject to change based on ongoing changes in the date when official population data will be available and possible changes in state deadlines.

March - May	Project Planning and decisions on public mapping tools, whether to use a commission, and other project options. Begin project communications and outreach.
May – September	Any mapping tools prepared with preliminary population data; initial pre-draft-map hearing(s) held.
October - January	Census data received and processed; draft maps prepared, considered, and revised (in hearings and, if desired, less formal public workshops)
January - March	Final plan revisions made and plan adopted and implemented.

Detailed Project Scope of Work

March – May, 2021: Project Planning and Initial Outreach

- a. NDC works with the jurisdiction to prepare a detailed project timeline of expected outreach efforts, public forums, formal hearings, draft map dates, and final map adoption dates.
- b. NDC works with the jurisdiction staff (or contract specialized outreach staff – see notes below about that option if interested) to prepare a project outreach plan for all steps of the process covering target audiences, contact lists, social media efforts, any potential postcard mailings, utility bill inserts,



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flyers for distribution at schools, media briefings, and community group contacts.

- c. Decide what public mapping tool(s) to provide, if any.
- d. Decide whether to use a commission.
- e. Create the project website: NDC will provide advice and text for the jurisdiction's website, or as an optional project element NDC will build a project website that the jurisdiction can simply link to from the jurisdiction site.
- f. NDC will work with jurisdiction and County Registrar staff to confirm GIS boundaries and to identify and include in our redistricting database any available GIS data that NDC and the jurisdiction identify are likely to be useful as mapping references for NDC, the public, and for the jurisdiction.
- g. Project outreach begins with initial alerts and 'invitations to participate' sent out to the general public, to overlapping jurisdictions, and to community organizations.

May – September, 2021: Initial Data Analysis and Initial Hearing(s) / Forum(s)

- h. NDC prepares total population estimates for use in initial hearings and any public mapping tools.
- i. NDC adds socio-economic data from the Census Bureau's American Community Survey to the state demographic data.
- j. NDC matches the demographic database to the existing election areas.
- k. NDC prepares a report regarding the demographics and compliance with state and federal criteria of the existing election areas, including maps of "protected class" population concentrations and other socio-economic data often referenced in redistricting (such as income, education levels, children at home, language spoken at home, renters / homeowners, and single-family / multi-family residences).
- l. NDC report is circulated to the jurisdiction and into the project outreach messaging.
- m. Hearings / Forums: NDC presents an overview of the redistricting laws and criteria, jurisdiction demographics, and the population balance of the



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existing election areas and their compliance (or possible lack thereof) with state and federal requirements.

- n. The project timeline and outreach plan are presented to the public for comments and feedback, along with a request to the public to provide guidance on what residents consider key neighborhoods, communities of interest, and other project-related regions in the jurisdiction.
- o. If the optional public mapping tools and/or Public Participation Kit are included in the project, their use is demonstrated to the public.
- p. If the optional public mapping tools and/or Public Participation Kit are included in the project, NDC provides email and phone support for any residents with questions regarding their use.
- q. If the optional public mapping tools and/or Public Participation Kit are included in the project, at the jurisdiction's option additional public forums on the use of those tools can be provided.
- r. Outreach efforts continue with messaging to the public, with special focus on community groups with an interest in the redistricting.

October – January, 2021: Draft Mapping Time

- s. 2020 Census total population counts released and California Statewide Database completes “prison adjustments” of the data. Total population counts in outreach materials and mapping tools are updated with the official Census data.
- t. If the existing election areas are in compliance with state and federal rules and balanced, the jurisdiction decides whether to stop at this “Still Balanced” point or to continue with a standard redistricting.
- u. If the existing election areas are in compliance with state and federal rules and close to, but not quite, balanced, the jurisdiction decides whether conduct only a “Minimal Change” redistricting or to proceed with a full “Standard” redistricting project.
- v. Outreach efforts continue with messaging reminding the public of the opportunity to provide written or mapped input on how the maps should be drawn and welcoming any maps residents wish to submit.
- w. The public deadline for submitting any initial draft maps will be approximately seven days prior to the official deadline to post all draft maps



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online (to provide NDC time to process any draft maps received, and for NDC to develop our own two to four initial draft maps).

- x. All outreach channels are used to inform the public about the opportunity to submit draft maps and to encourage participation in the review of the upcoming draft maps.
- y. NDC processes all public draft map submissions, drafts NDC's draft maps, summarizes all of the draft maps. The maps, related demographics, and summaries are provided by NDC in web-friendly formats. These process maps are posted on the project website and on the NDC-provided interactive review map.
- z. At the jurisdiction's option, one or more informal workshops or public forums are held to gather residents' reactions to and preferences among the draft maps.
- aa. The jurisdiction holds a hearing to review the draft maps, narrow down the list of initial draft maps, and provide direction on any desired new or revised maps.
- bb. Time provided for the public to submit any new maps and for NDC to provide maps based on the direction at the hearing. During this time, additional outreach is conducted to inform interested residents and community groups of the selected 'focus maps' and the remaining opportunities to participate in the process.

January – March, 2022: Map Adoption

- cc. Any new or revised maps, related demographics, and summaries are posted on the project website.
- dd. At the jurisdiction's option, one or more informal workshops or public forums are held to gather residents' reactions to and preferences among the remaining maps.
- ee. One or more hearings are held to continue the review and refinement of the focus maps and, ultimately, adopt the final map.
- ff. Outreach continues to inform residents and community groups of the progress of the project, opportunities for future participation, and, ultimately, which map is adopted.



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gg. Following map adoption, NDC coordinates map implementation with the County Registrar, informing the jurisdiction staff of the progress, any issues, and ultimate completion of that work.

hh. NDC works with the jurisdiction staff to ensure preservation of all project data and records, including GIS-format versions of the adopted map.

Details of Optional Project Elements

Advisory or Independent Redistricting Commissions

NDC anticipates that many California jurisdictions will create advisory or independent commissions to manage the redistricting process. NDC welcomes the use of such commissions, and our pricing does not change for jurisdictions creating commissions. But the creation, training, operation and reporting of such commissions often leads to more meetings (and a resulting increase in the “per meeting” project expenses) than a traditional redistricting process conducted primarily by the jurisdiction’s elected leadership.

Outreach Assistance

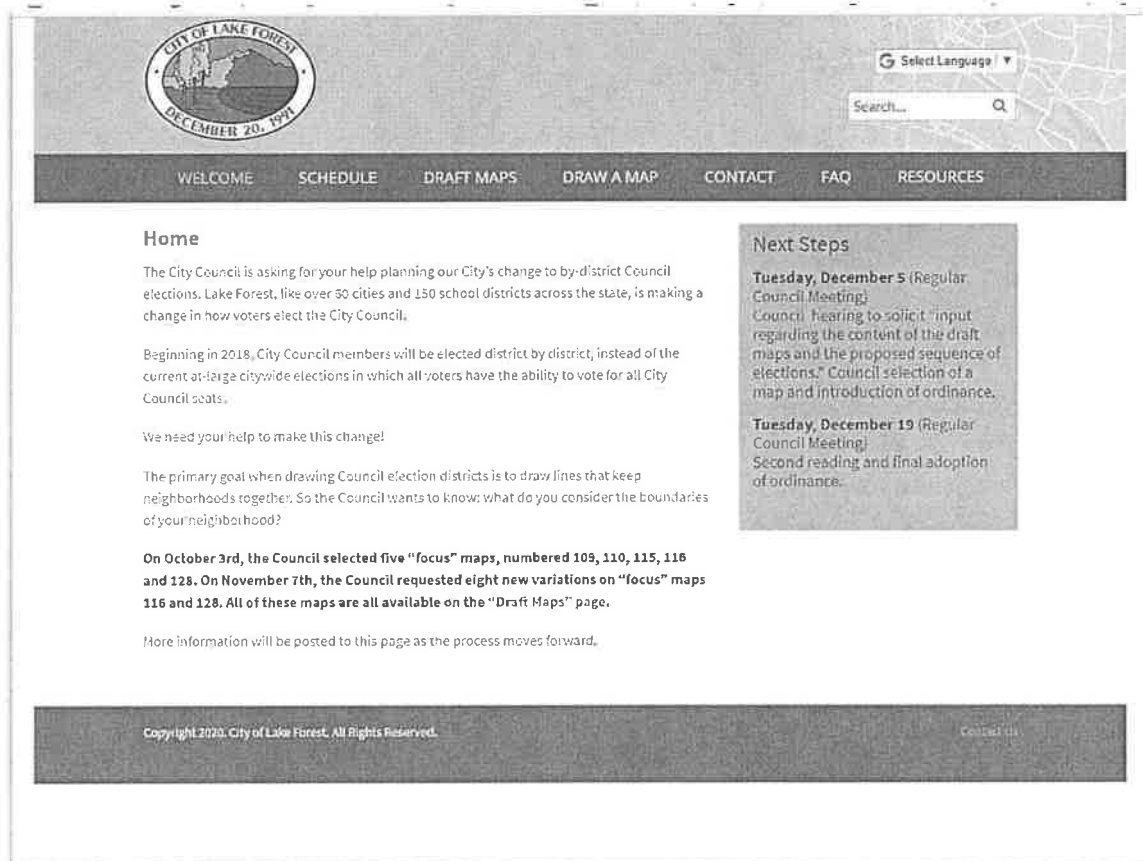
NDC brings topical expertise to your jurisdiction’s outreach efforts, and NDC makes available to all clients our library of sample outreach materials including op-ed articles, postcards, utility bill inserts, flyers, and social media messages. NDC provides all of these materials along with our advice and input on outreach strategy and materials to any interested jurisdiction, but we do not have graphic artists to customize or design such materials in-house.

For larger-scale outreach efforts, especially where jurisdictions wish to send representatives out to regular meetings of existing community organizations, NDC typically works together with a jurisdiction’s in-house communications staff and/or with one or more outreach organizations. We often work with, and highly recommend, Tripepi-Smith, and some information on the services they offer is included at the end of this proposal. And we would be happy to work with any in-house team at the jurisdiction or with any firm or organization the jurisdiction selects. Many projects can be handled by a jurisdiction’s in-house or regular outreach and communications teams (with samples and topic expertise provided by NDC), but a number of jurisdictions seek supplemental outside communications assistance.



Project Website

NDC provides all project materials in website-friendly formats for posting on the jurisdiction's website. At no cost, NDC will provide project website samples and website language for use on the jurisdiction's project website. But for jurisdictions that prefer not to take on the challenge of creating and managing a rapidly-changing project website, NDC will create, host, and update project website (visit to see one such site – though note that site was created prior to passage of the new AB849 requirements).



Background on Online Mapping Tool Options

NDC is the unmatched leader in redistricting tools that empower residents to review draft maps and to develop and submit their own map proposals. NDC is the only firm that has used the online mapping solutions from both ESRI and Caliper Corporation in major redistricting projects.

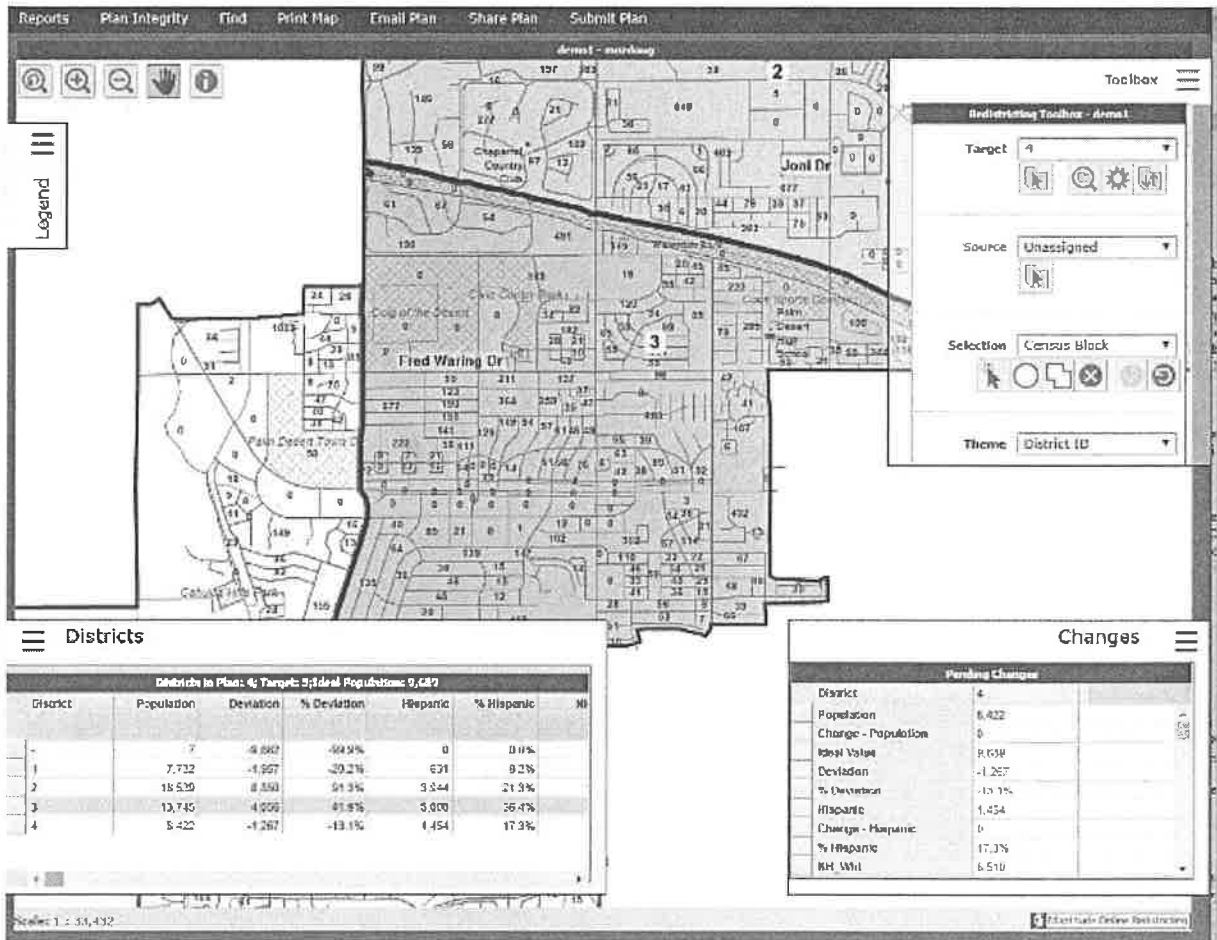
Only NDC has repeatedly trained members of the public, processed public map submissions, and presented the public map proposals to public hearings and



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commission meetings. NDC's online mapping tool options provide user support, hosting, managing, and processing submitted plans for an online interactive system that allows public to draw and submit proposed maps through a standard web browser.

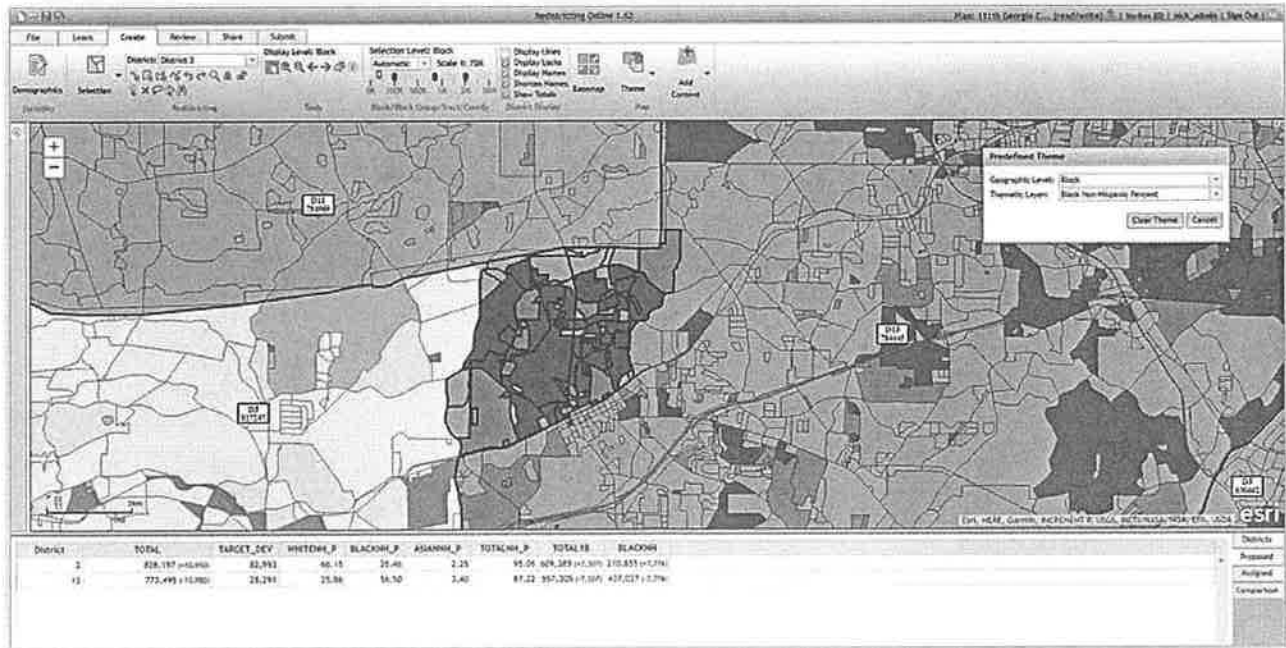
In the more than 200 California local districting projects between 2012 and 2020, NDC is the only consultant providing clients access to Caliper Corporation's "Maptitude Online Redistricting" tool. Even with the technical challenges arising from such tools' power and flexibility, NDC's training and encouragement frequently results in 10, 20, 30 or more different maps drawn by residents of the school district or city providing that tool to its residents.





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The other primary public mapping tool currently on the market is ESRI's online districting tool. While easy to use, the ESRI product costs significantly more. As a result, traditionally only the largest jurisdictions have been able to afford it.



When it is time to start the project, NDC will work with each interested client to determine which, if any, online mapping tool best meets the goals and budget of the jurisdiction.



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Paper- and Excel-based Public Mapping Tools

While online mapping tools are very popular, NDC never forgets those residents who do not have internet access or who simply prefer to not drawing maps online.

At no cost with every online mapping tool, and as a separate option for jurisdictions that for budget or other reasons do not include an online mapping tool, NDC offers our “Public Participation Kit.” Each “Kit” includes two formats.

The first, and most simple, Kit is a one-page map showing streets, city borders, and population counts for NDC-created “Population Unit” geographic areas. Residents draw the map they wish to propose and add up the population counts by hand until they get the right population count in each district.

All of the directions needed are right on the single-page form. Examples of these tools, from our work for the City of Lake Forest, are available here: <https://drawlf.org/draw-a-map/>.

The second form of offline mapping tool is for those residents who do not want to deal with an online mapping tool, but who are already comfortable with Microsoft Excel. NDC provides a similar simple one-page map of those same “Population Units,” but this time the map shows the Unit ID number rather than the population count in that Unit. Residents then enter their preferred district assignment for each Population Unit into the pre-formatted Excel spreadsheet (also available on the Lake Forest website), and Excel calculates the total population and demographics of each District. When the resident has the map the way they like it, they simple email in the Excel file.

Public Participation Kit

No online version of this map that allows you to zoom in and out for more detail is available as a link from the City website.

Each number indicates the total population of that "population unit" area. Each district must have essentially equal population.

The population of each of the five districts must be close to 7,447, with no more than a 745 difference between the largest and smallest.

Name: _____

Phone or email: _____

Please use a thick dark colored pen to draw your map, then submit it at City Hall or directly to our project consultants:
Submission@NDCresearch.com
PO Box 5271, Glendale, CA 91221
You can hand-deliver, mail, fax, scan and email, or photograph and email your map.

National Demographics Corporation, October 6, 2014 #2014 CALPER



Project Pricing

1. Basic Project Elements (covers everything except for per-meeting and optional expenses):..... \$ 14,500

2. Per-Meeting expense:

- In-person attendance, per meeting \$ 2,750
• Virtual (telephonic, Zoom, etc.) attendance, per meeting..... \$ 1,250

For each meeting, NDC will prepare meeting materials, including presentation materials and maps; present and explain key concepts, including mandatory and traditional redistricting criteria and "communities of interest"; facilitate conversations; answer questions; and gather feedback on existing and proposed boundaries.

Per-meeting prices include all travel and other anticipated meeting-related expenses. Telephone calls to answer questions, discuss project status, and other standard project management tasks do not count as meetings and do not result in any charge.

3. Optional Project Elements:

- a) Project website \$ 4,500
b) Online mapping tool options:
• Caliper's "Maptitude Online Redistricting" (MOR) no add'l charge
• Tuft University's "DistrictR" no add'l charge
• ESRI Redistricting *
c) Public Participation Kit mapping tool:
i. With MOR or ESRI online mapping tool..... incl. at no add'l charge
ii. Without MOR or ESRI online mapping tool..... \$ 2,500
d) Working with independent or advisory redistricting commission..... no additional charge
e) Additional outreach assistance..... separately contracted

* ESRI prices its software on a jurisdiction-by-jurisdiction basis. The lowest prices we have seen are \$80,000 and up. If that is an option the jurisdiction would like to pursue, NDC will request a specific price for your jurisdiction from ESRI.

Other Potential Project-Related Expenses:

The most common additional project expenses would be any site or staff costs for conducting the community forums and the cost of printing or copying paper copies of the "Public Participation Kit." In NDC's experience, most participants will download and print the Kits in their own homes or offices.



Additional Analysis

NDC is happy to assist with any additional analysis that the client requests at our standard hourly rates:

Principal (Dr. Douglas Johnson).....	\$300 per hour
Vice President (Justin Levitt)	\$250 per hour
Senior Consultant	\$200 per hour
Consultant.....	\$150 per hour
Analyst / Clerical.....	\$50 per hour

Dr. Johnson is also available for deposition and/or testimony work if needed, at \$350 per hour.

Requested Payment terms:

NDC requests that the “Still Balanced” project fee be paid at the start of the project; that the difference between the “Still Balanced” fee and half of the “Basic Project Elements” be paid once the decision to update the district lines is made; and the balance of the project costs be paid at the conclusion of the project.

Exception: “Still Balanced” Jurisdictions

For a few jurisdictions, the existing election areas will still meet the equal population and voting rights act requirements using new 2020 Census data. These jurisdictions have the option simply retain the existing map without drawing and holding hearings on alternative maps. For jurisdictions electing this approach, the project would conclude with that decision.

Includes all the services listed below: \$ 2,500

- Compile total population and Citizen Voting Age Population data.
- Import existing election area lines.
- Compile population data by election area and calculate population deviations, prepare memo summarizing findings.

“Still Balanced” optional project elements and per-meeting expenses

Meeting attendance and optional project elements are not included in the “minimal change” project base fee. If requested, NDC team members participate in “minimal change” project hearings or forums at the same “per meeting” expenses, and optional project elements are provided at the same prices listed for a standard project in the previous section of this proposal.



Exception: “Minimal Changes” Scope of Work

The initial NDC population analysis of the existing election areas may conclude that a jurisdiction’s election areas are only slightly out of population balance. Such a jurisdiction is still required to redistrict, but one or two small changes could balance the map without the need for, nor public interest in, an extensive series of draft maps and public meetings.

This project would involve fewer demographic data, fewer draft maps, and fewer meetings than a standard project. This “Minimal Changes” approach retains the community of interest and other decisions embodied in the already-existing map of election areas and makes only the small changes needed to bring that previous map into population balance.

For jurisdictions electing this “minimal changes” approach, the only expense would be the initial population analysis, per-meeting fees (at the per-meeting rates stated above) for any meetings, and a reduced NDC fee for the development, presentation, and implementation of the slightly adjusted map.

“Minimal Change” basic elements cost, for services listed below:..... \$ 6,500

- Compile total population and Citizen Voting Age Population data.
- Compile population data by existing election area and calculate population deviations.
- Prepare memo summarizing findings.
- Creation of two or three initial draft maps, with basic population and citizen voting age population demographics for each election area in each map.
- Online posting of the draft maps to an interactive review website.
- Drawing any requested minimal changes to a draft map.
- Work with the County Registrar of Voters to implement the final adopted plan.

“Minimal Change” optional project elements and per-meeting expenses

Meeting attendance and optional project elements are not included in the “minimal change” project base fee. If requested, NDC team members participate in “minimal change” project hearings or forums at the same “per meeting” expenses, and optional project elements are provided at the same prices listed for a standard project in the previous section of this proposal.

* Under California’s FAIR MAPS Act, cities, towns and counties are not eligible for “Minimal Change” projects. A city or county that needs to make any change to its election areas must go through a “Standard Redistricting” process.



Conclusion

Since its founding NDC has been the nation's preeminent company devoted to local election systems. To summarize:

- NDC has more experience in the field of municipal political election systems than any other company.
- NDC's experience and expertise has been recognized by our hundreds of clients, the California League of Cities, the California School Board Association, the California Special District Association, and the National Conference of State Legislatures.
- NDC, founded in 1979, has a demonstrated record of financial solvency.
- NDC's hardware and software resources were specially designed and acquired for districting and redistricting purposes.
- NDC's highly respected personnel have impeccable credentials in each aspect of the districting and redistricting processes.
- NDC's suggested approach has been tested in many jurisdictions.
- Any NDC client can be contacted for testimonials and reference.
- NDC has demonstrated experience over many years in working with the press and media on local election system issues.
- Neither the Justice Department nor any Court has ever rejected any of the hundreds of local government districting or redistricting plan submitted by NDC.

NDC takes pride in tailoring each project to the needs and goals of each individual client. NDC is open to any feedback, concerns, requests, or changes regarding this proposal.

NDC looks forward to the opportunity to work with you on this project.



Proposal Acceptance

The terms of this proposal are available for 90 calendar days from its delivery to you. In most situations, NDC is open to extending that period of time to meet any particular needs of your jurisdiction.

If your jurisdiction has specific contract and/or letter of agreement language you prefer to use, please provide it and ignore the signature block below. If you prefer, simply sign two copies of this proposal in the signature block below and return them to NDC. Once signed by NDC, one copy will be returned to you.

Thank you.

For National Demographics Corporation

For Lowell Joint School District

Douglas Johnson, President

Date

Date

Appendix

Resumes of NDC President Dr. Douglas Johnson and Vice President Dr. Justin Levitt are attached.

A client list and resumes of all NDC team members are available at www.ndcresearch.com/about-us/.

Douglas Mark Johnson

P.O. Box 5271
Glendale, CA 91221
djohnson@NDCresearch.com

mobile: (310) 200-2058
office: (909) 624-1442
fax: (818) 254-1221

Employment

President, National Demographics Corporation, 2006 – present.
Senior Analyst, National Demographics Corporation, 2001 – 2006.
Fellow, Rose Institute of State and Local Government, 2001 – present.
Project Manager and Senior Manager at three internet startup companies, 1999 - 2001.
U.S. Representative Stephen Horn, Legislative Director and System Manager. 1993 – 1997.
Coro Foundation, Fellowship in Public Affairs. 1992 – 1993.
Rose Institute for State and Local Government, Student Manager. 1989 – 1992.

Education

Claremont Graduate University, Ph.D. in Political Science, 2015. Dissertation: "Independent Redistricting Commissions: Hopes and Lessons Learned."
UCLA Anderson Graduate School of Management, MBA, 1999.
Claremont McKenna College, BA in Government (Political Science), 1992.

Academic Honors

Graduated Cum Laude from Claremont McKenna College.
Phi Beta Kappa. Philip Roland Prize for Excellence in Public Policy.

Publications and Articles

Christian Science Monitor "Let the public help draw voting districts," October 25, 2013.
New York Times, "The Case for Open Primaries," February 19, 2009.
Los Angeles Times Opinion Articles:
"A neighbor's help on redistricting" June 24, 2007.
"A Trojan horse primary for the GOP" February 25, 2007.
"Where a porn palace stood" (article on redevelopment), July 30, 2006.
Fresno Bee Opinion Article: "The Poison Handshake" June 15, 2004.
Redistricting in America. Rose Institute of State and Local Government, 2010.
Restoring the Competitive Edge: California's Need for Redistricting Reform and the Likely Impact of Proposition 77. Rose Institute of State and Local Government, 2005.
"Competitive Districts in California" Rose Institute of State and Local Government, 2005.
Latinos and Redistricting: "Californios For Fair Representation" and California Redistricting in the 1980s. Rose Institute of State and Local Government, 1991.

Speaker or Panelist

California School Board Association Annual Education Conference panelist: "The California Voting Rights Act: What Board Members Must Know." December 4, 2015.
Associated Cities of California – Orange County, Keynote Speaker, Newly Elected Officials' Reception and Dinner, "The California Voting Rights Act," January 29, 2015.
California League of Cities, City Manager Department, 2015 Department Meeting: "Opportunity to Engage Residents: The California Voting Rights Act." January 29, 2015.
California League of Cities, City Clerk Department, 2014 Annual Meeting: "Whose Line Is It Anyway: Making the transition from at-large to by-district elections." September 3, 2014.
National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2007 Spring Forum, "The Arizona Independent Redistricting Commissions' experiences with the first-ever independent redistricting."
National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2008 Spring Forum, "Communities of Interest In Redistricting: A Practical Guide."

Douglas Mark Johnson

- National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2009 Fall Forum, "The Key to Successful Redistricting."
- National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2010 Spring Forum, "Communities of Interest in Redistricting: A key to drawing 2011 plans (and for their defense)."
- National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2011 Winter Forum, "Citizen Voting Age Data from a line-drawer's viewpoint."
- Luncheon Keynote Speaker, Santa Barbara's Channel Cities Club, "California's next experiment: independent, public redistricting," January 18, 2011.
- Annual Conference, Arizona League of Cities and Towns, Presenter at "Redistricting Law and the Voting Rights Act: What It Means for Your City or Town in 2011," August 25, 2010.
- Redistricting, The 2010 Census, and Your Budget, Sponsored by the Rose Institute of State and Local Government, California League of Cities, October 15, 2009.
- Arizona Election Law 2010 Continuing Legal Education Conference, "Communities of interest and technology in redistricting," sponsored by the Arizona State Bar Association, March 2010
- California's New Independent Redistricting Commission, sponsored by the Irvine Foundation and the California Redistricting Collaborative, December 15, 2009
- Tribal Association of Sovereign Indian Nations (TASIN) Legislative Day 2009, "The 2010 Census and 2011 Redistricting in California," December 2, 2009.
- California School Board Association, "Litigation Issues and the California Voting Rights Act," December 4, 2009.
- California Latino School Boards Association, "Introduction to the California Voting Rights Act," August 20, 2009.
- Building a National Reform Movement, Salt Lake City, Utah, 2006, conference on redistricting reform hosted by the League of Women Voters, Campaign Legal Center, and The Council for Excellence in Government
- Texas Tech University, "A Symposium on Redistricting," May, 2006
- California League of Cities, "Introduction to the California Voting Rights Act."
- Voices of Reform, a project of the Commonwealth Club of San Francisco: multiple forums on redistricting and / or term limits, 2006 – 2007
- Classroom speaker at Pepperdine University, the University of La Verne, Pomona College and Claremont McKenna College

Justin Mark Levitt

P.O. Box 5271
Glendale, CA 91221
jlevitt@NDCresearch.com

mobile: (480) 390-7480
office: (818) 254-1221
fax: (818) 254-1221

Employment

Vice-President, National Demographics Corporation, 2012 – present.
Senior Analyst, National Demographics Corporation, 2003 – 2011.
Instructor in Political Science, University of California, San Diego, 2012 – present.
Graduate Research Fellow, Center for US-Mexico Studies, 2010 – present.
Graduate Research Fellow, University of California, San Diego, 2008 – 2010 and 2013 – 2014.
Jesse M. Unruh California Assembly Fellow. 2006 – 2007.
Rose Institute for State and Local Government, Student Manager. 2005 – 2006.

Education

University of California, San Diego, Ph.D. Political Science, 2016. Dissertation title: “The Impact of Geographic Patterns on Tradeoffs in Redistricting.”
Claremont McKenna College, BA in Philosophy, Politics and Economics (PPE), 2006.

Academic Honors

California Studies Fellow, University of California, San Diego, 2007 – 2009
Graduated Cum Laude from Claremont McKenna College.

Publications and Conference Presentations

Settle, Jamie, Robert Bond, and Justin Levitt. 2011. “The Social Origins of Adult Political Behavior.” *American Politics Research*: 39 (2). 239-263

Miller, Kenneth and Justin Levitt. 2007. “The San Joaquin Valley.” In The New Political Geography of California. Eds. Frederick Douzet, Thad Kousser, and Kenneth Miller. Berkeley: Institute of Government Studies.

“The Political Geography of Tradeoffs in Redistricting” Paper presented at the State Politics and Policy Conference, Iowa City, IA, 2013

Getting What You Want: A Bargaining Approach to Fair Division in Redistricting. Paper presented at the “Challenging Urban Borders : the geopolitics of immigration and segregation” workshop, Berkeley, CA, 2013 and the State Politics and Policy Conference, Houston, TX, 2012

“An Atlas of Public Health in Mexico” (with Alberto Diaz Cayeros). Paper presented at the Hewlett Foundation Conference on Public Health, Mexico City, DF. 2012

“Remoteness and the Territoriality of Public Health” (with Alberto Diaz Cayeros). Paper presented at the American Political Science Association conference, Seattle, WA. 2011

“Initiatives as revealed preferences” Paper presented at the American Political Science Association conference, Seattle, WA. 2011

“No Se Puede: Latino Political Incorporation in Phoenix.” Paper Presented at the New Political Geography of California conference, Berkeley, CA., 2009

Justin Mark Levitt

“Political Change in the Central Valley”. Paper Presented at the Western Political Science Association conference, Las Vegas, NV., 2007

Working Papers

Hill, Seth, Thad Kousser, Alex Hughes, and Justin Levitt. ND. *“How Competitiveness Shapes Infrequent Primary Voters Response to Receiving a GOTV Mailer.”*

Diaz-Cayeros, Alberto and Justin Levitt. ND. *“Remoteness and the Territoriality of Public Health.”*

Levitt, Justin. ND. *“Getting What You Want: A Bargaining Approach to Fair Division in Commissioned Redistricting.”*

Teaching Experience

California State University, Long Beach, Department of Political Science

Adjunct Professor—POSC 327 (Urban Politics)	Spring 2016-Present
Adjunct Professor—POSC 229 (Cases in Policy Analysis)	Present
Adjunct Professor—POSC 412 (Law and Social Change)	Spring 2016-Present
Adjunct Professor—POSC 399 (California Politics Short Course)	Present

University of California, San Diego, Department of Political Science

Co-Instructor—UPS 170 (Regional Governance Reconsidered)	Spring 2015
Instructor—Poli 100A (The Presidency)	Fall 2014
Instructor—Poli 160AA (Introduction to Public Policy Analysis)	Fall 2013
Instructor—Poli 10 (Introduction to American Politics)	Summer 2013



Redistricting with Tripepi Smith

By-district elections are becoming increasingly common in local government agencies throughout California. The California Voting Rights Act, passed in 2001, was the impetus for much of this change. Today, more than 300 local government agencies have districts of some form, and the number continues to rise as local government agencies are compelled to settle lawsuits or avoid legal battles.

About Tripepi Smith and Our Redistricting Team

Tripepi Smith is a team of 23 communications experts—robust enough to offer experienced and effective professionals for the job, yet small enough to be nimble and responsive. Tripepi Smith offers a spectrum of skills that allows us to match the appropriate resource to the task at hand, letting us execute faster and reduce engagement costs. These resources vary by both years of experience and core hard skills (public policy versus graphic design versus videography versus writing versus social media, for example).

Tripepi Smith is experienced in helping local governments execute community education and outreach initiatives for district formation and redistricting processes. We have worked extensively with agencies on their district public forums, created districting information portals and organized a [conference on local redistricting](#) for nearly 200 local government practitioners.

The combined talent of our policy experts, in-house design team and videographers delivers professional communications that make our clients proud and better inform the public about this complex process. Tripepi Smith has the skills and experience to help local governments implement successful outreach strategies for district formation and redistricting outreach. The team's skills and certifications range from excellent written communication skills to Tableau for data analytics to Google Ads to event planning and project management.

Tripepi Smith Redistricting Services

California State law has identified outreach as a core component of the redistricting process. The Tripepi Smith team can provide jurisdictions with some or all of the following services:

Project Management

Tripepi Smith can facilitate all project calls for this engagement and create a living agenda to manage the efforts and timing between the demographer, legal counsel, City and Tripepi Smith from the beginning of the outreach process to the map adoption.

In-Person Meetings

If possible with COVID-19 limitations, Tripepi Smith can coordinate with City staff to identify venues and dates to host in-person workshops and meetings to seek public feedback on new district lines and provide information on map-drawing tools. Tripepi Smith can devise an agenda, facilitate discussions, document community feedback and promote positive engagement around the process. Additionally, Tripepi Smith can provide graphic design services to create bilingual PowerPoint decks for the presentations and flyers for attendees. We can coordinate simultaneous translation with local partners.

Tripepi Smith can also facilitate recording the meetings and provide videos, with any relevant slides interspersed and closed captions. These videos would likely fulfill the requirement to post a summary of the meeting.

Virtual Meetings

Tripepi Smith can also coordinate and facilitate virtual meetings and workshops to seek public feedback and educate residents on map-drawing tools. Tripepi Smith can also work with City staff to promote the meetings and to leverage our identified outreach and advertising work to promote meeting participation. Our videographers can process recordings of the meetings to fulfill posting requirements.

Press Release/News Article for Website

Tripepi Smith can draft press releases on the jurisdiction's redistricting efforts and manage media relations to promote each step in the redistricting process reaches local and broad-reaching media.

Creation and Updates to Bilingual Redistricting Website

Tripepi Smith can create and maintain a bilingual redistricting website or subpages in coordination with the demographer. The website/pages would include resources for the community, including all required information about meetings and draft maps.

Social Media Support

Tripepi Smith can create bilingual copy and graphics for social media posts about the redistricting process, as well as boost posts (paid advertising) on Facebook and Instagram to help spread the word about meetings and solicit public commentary.

Get in touch with Tripepi Smith President Ryder Todd Smith
(626.536.2173 | Ryder@TripepiSmith.com) to start planning.

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2020/21 NO. 821

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
LOWELL JOINT SCHOOL DISTRICT
OF LOS ANGELES AND ORANGE COUNTIES, CALIFORNIA,
RECOGNIZING APRIL 20 – 24, 2021, AS
“PUBLIC SCHOOL VOLUNTEER WEEK”**

WHEREAS, volunteers embody the American spirit and are one of our nation’s most valuable resources; and

WHEREAS, volunteerism is increasingly recognized as a powerful and creative force in building strong, healthy and productive communities; and

WHEREAS, volunteers possess abundant skills, talents and expertise that they generously and enthusiastically apply in meeting the needs of the community; and

WHEREAS, the students and staff members of Lowell Joint School District reap the benefits of this great American tradition through the work of local volunteers whose efforts and commitment enrich our lives and enhance our neighborhoods; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees, on behalf of the students, parents, and community at large, does hereby recognize April 20 – 24, 2021, as a formal recognition and appreciation of the volunteers in the Lowell Joint School District.

APPROVED AND ADOPTED this 5th day of April, 2021, by the following vote:

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

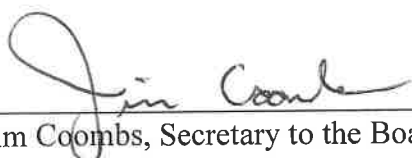
NOES: None

ABSTAIN: None

ABSENT: None

I, Jim Coombs, Secretary to the Board of Trustees of the Lowell Joint School District of Los Angeles and Orange Counties, California, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on the 5th day of April, 2021, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal the 5th day of April, 2021.



Jim Coombs, Secretary to the Board of Trustees



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

Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2020-2021

District Name: Lowell Joint School District

Date: April 5, 2021

Person completing this form: Mary Jo Evanoff

Title: Executive Assistant to the Superintendent

Quarter covered by this report (Check One Below):

- | | | |
|---|--------------------------|-----------------|
| <input type="checkbox"/> 1st QTR | July 1 to September 30 | Due 16-Oct 2020 |
| <input type="checkbox"/> 2nd QTR | October 1 to December 31 | Due 15-Jan 2021 |
| <input checked="" type="checkbox"/> 3rd QTR | January 1 to March 31 | Due 16-Apr 2021 |
| <input type="checkbox"/> 4th QTR | April 1 to June 30 | Due 16-Jul 2021 |


Date for information to be reported publicly at governing board meeting: April 5, 2021

Please check the box that applies:

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

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

Print Name of District Superintendent Jim Coombs

Signature of District Superintendent  Date April 5, 2021

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

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



Orange County Department of Education
Educational Services Division

**Williams Settlement Legislation
Quarterly Report of Uniform Complaints
2020-21**

District: Lowell Joint School District

District Contact: Mary Jo Evanoff

Title: Executive Assistant to the Superintendent

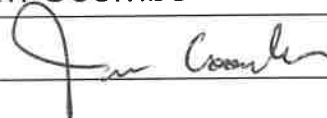
- Quarter #1 July 1 – September 30, 2020 **Report due by October 30, 2020**
- Quarter #2 October 1 – December 31, 2020 **Report due by January 29, 2021**
- Quarter #3 January 1 – March 31, 2021 **Report due by April 30, 2021**
- Quarter #4 April 1 – June 30, 2021 **Report due by July 30, 2021**

Check the box that applies:

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

Type of Complaint	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials			
Teacher Vacancies or Missassignments			
Facility Conditions			
TOTALS			

Name of Superintendent: Jim Coombs

Signature of Superintendent: 

Date: April 5, 2021

Please submit to:

Alicia Gonzalez, Sr. Administrative Assistant
Orange County Department of Education
200 Kalmus Drive, Mail Stop 2910 Redhill
P.O. Box 9050, Costa Mesa, CA 92628-9050

The committee must include at least the following representatives:

- One (1) member active in a business organization representing the business community located within the district
- One (1) member active in a senior citizens' organization
- One (1) member active in a bona fide taxpayers' organization
- One (1) member who is the parent or guardian of a child enrolled in the district
- One (1) member who is either a parent or guardian of a child enrolled in the district and active in a parent-teacher organization, such as the Parent Teacher Association or School Site Council
- Two (2) members selected from the public at large

The following is the recommended slate of Citizen Bond Oversight Committee members:

<u>Representative Categories:</u>	<u>Representative Names:</u>
One (1) member active in a business organization representing the business community located within the district	Casey Powers
One (1) member active in a senior citizens' organization	Stuart Gothold
One (1) member active in a bona fide taxpayers' organization	Jan Averill
One (1) member who is the parent or guardian of a child enrolled in the district	Martin Tourville
One (1) member who is either a parent or guardian of a child enrolled in the district and active in a parent-teacher organization, such as the Parent Teacher Association or School Site Council	Kimberly Johnson
Two (2) members selected from the public at large	Richard Jones
	Taffi Graham

It is recommended that the reaffirmation of the recommended Citizens Bond Oversight Committee be approved, and that the Superintendent or designee be authorized to execute the agreement.

Superintendent's Comment:

APPROVAL RECOMMENDED.

**LOWELL JOINT SCHOOL DISTRICT
AUTHORIZATION OF SIGNATURES**

NAME TYPED	SIGNATURE	AUTHORIZED TO APPROVE				
		PAYROLL DOCUMENTS	VENDOR PAYMENT ORDERS	PURCHASE ORDERS	CONTRACTS	TRAVEL REIMBURSEMENTS
Jim Coombs		X	X	X	X	X
Andrea Reynolds		X	X	X	X	X
Sheri McDonald			X	X	X	X
Chelle Price		X	X		X	X

**MEMORANDUM OF UNDERSTANDING BETWEEN THE
LOWELL JOINT SCHOOL DISTRICT
AND THE
LOWELL JOINT EDUCATION ASSOCIATION
REGARDING
HYBRID/VIRTUAL ACADEMY**

The Lowell Joint School District and the Lowell Joint Education Association, enter into this Memorandum of Understanding (MOU) regarding the issues related to the coronavirus COVID-19 and the reopening of schools during the 2020-2021 school year.

As of the date on this MOU, the parties recognize that the COVID-19 pandemic necessitates significant modifications to the operation of schools to minimize the health risks associated with COVID-19 infection for all students, staff, and their families while also providing equitable access to education for students.

The parties acknowledge that staff and students may need to self-quarantine, become quarantined, and/or the District may need to close a learning cohort or close school(s) on an emergency basis to slow the spread of infection and illness from COVID-19 during the 2020-2021 school year. This will be in accordance with mandates from the Centers for Disease Control and Prevention (“CDC”), California Department of Public Health (“CDPH”), California Department of Education (“CDE”), the California Department of Industrial Relations Division of Occupational Safety and Health (“CAL/OSHA”), and the Los Angeles or Orange County Department of Public Health (LA/OC DPH). Where there is a conflict between the various health orders and mandates, the District shall adhere to the most restrictive health orders and mandates.

Unless otherwise noted below, the provisions of this MOU shall supersede any provisions of the Collective Bargaining Agreement between the parties for the duration of this MOU, or until modified by mutual agreement of the District and the Association.

A. DEFINITIONS

- a. "Classroom"- is any academic, learning assessment, or instructional space used by students, certificated, classified, parents, administrators, or other adults on a school campus. This applies to both indoor and outdoor learning spaces, and includes libraries, computer or scientific laboratories, study halls, or any other common space on a school campus. Where applicable this also applies by extension to the virtual classroom setting.
- b. "Cohort"- is a group of students that maintains social isolation and physical distancing and "...are groups of students who are meeting for targeted support and intervention services" (CDPH, January 14, 2021). At the elementary level, cohorts are designed to remain stable and intact in order to prevent the spread of infection and illness arising from COVID-19. Classroom cohort sizes supersede class size will not exceed CDC, CDPH, and/or LA/OC PHD limits. Class size language in the CBA for in-person learning does not apply during the term of this MOU.
- c. "Stable Group" – As listed under School Reopening Guidance, "A stable group is a group with fixed membership that stays together without mixing with any other groups for any activities." (CDPH 1/14/2021)
- d. "Common Equipment"- is any school equipment or structures that is designed to be used or shared by more than one individual. This includes, but not limited to, technology, books, computers, recess/playground equipment, physical education equipment, and other classroom materials.
- e. "Common Space"- is any indoor or outdoor space on a school campus designed or commonly used by more than one group of individuals. This includes, but not limited to, school offices, nurse stations, playgrounds, blacktops, quads, or outdoor gathering spaces, hallways, bathrooms, etc.
- f. "Physical Distancing"- also known as social distancing to help decrease the spread of the virus by increasing the space between people will be implemented in alignment with the most current directives of the CDC, CPHS, and LA/OC PHD. As of 1/14/2021 those guidelines/mandates are "Maximum number of students permitted in facility to maximize physical

distancing of at least 6ft or with appropriate physical barriers where 6ft of distance is not possible or nor less than 4 feet if 6 feet is not possible.” In the event this guidance changes, the District may modify the physical distancing rules.

- g. “Close Contact” – CDC and LA/OC County PHD has been defined as being within 6 feet for more than 15 minutes in a 24 hour period.

B. IN-PERSON LEARNING

Classroom/Instructional/Academic Learning Spaces

a. Physical Distancing

- i. The District Administration and unit members shall make every effort to ensure minimum physical distancing will be implemented in alignment with the most current directives of the CDC, CPHS, and LA/Orange County PHD. “Maximum number of students permitted in the facility to maximize physical distancing of at least 6ft or with appropriate physical barriers where 6ft of distance is not possible or nor less than 4 feet if 6 feet is not possible.” (LA County PHD Order 1/14/2021)
- ii. The District shall calculate the maximum capacity of all workspaces in alignment with the most current directives of the CDC, CPHS, and LA/Orange County PHD while maintaining physical distance requirements.
- iii. The District will continue to implement the most current LA County Public Health Orders, currently set as the “Maximum number of students permitted in facility to maximize physical distancing of at least 6ft or no less than 4 feet with appropriate physical barriers where 6ft of distance is not possible.” (LA County PHD Order 1/14/21).

- iv. No unit member shall be directed to violate any LA/OC county public health order.

b. One-Way Directions/Movement - The District will implement all CDC, CPHD, and LA/OC DPH orders/mandates.

- i. In order to help maintain physical distancing requirements in all common walkways and congregation areas (both outdoor and indoor), the District, where possible, shall create unidirectional pathways.
- ii. These pathways shall be clearly marked to indicate the direction of travel and the six (6) feet physical distance spacing requirements.

c. School Ingress and Egress Points - The District will implement all CDC, CDPH, and LA/OC DPH orders/mandates.

- i. The current LA County PH order does not require multiple entrances, but the current LJSB reopening plan does call for multiple entrances for ingress and egress in order to promote social distancing. In order to support this school sites shall identify multiple access points to be used for student and parent ingress and egress before and after school.
- ii. Unit members shall not be assigned to monitor ingress and egress entrances gates.

d. Recess/Student Break Times

- i. School site administrators shall create plans and schedules that provide recess and break times for both students and unit members consistent with the most current directives of the CDC, CDPH, and LA/OC DPH:
 - 1. All recess and break times shall be designed to maintain physical distance requirements and to maintain cohort stability.
 - 2. All recess and break times shall be staggered to minimize the number of different people with whom staff and students interact.

3. While maintaining all proper safety protocols for promoting social distancing, recess and break times shall be implemented and supervised as they have been in compliance with our current CBA. Unit members shall have at least one morning break of at least 20 minutes and one afternoon break of at least 20 minutes. All breaks shall be without student supervision responsibilities.

e. Meetings and Gatherings

- i. In-person meetings shall be held virtually. All CDC and LA/OC DPH Orders/mandates will be followed in those situations if/when in-person meeting occur. All meetings amongst staff shall be held virtually and shall be scheduled during non-instructional time when possible.
- ii. Large in-person gatherings (i.e. school assemblies) will be implemented in accordance with the most current directives of the CDC, CDPH, and LA/OC DPH.
- iii. Back-to-School Night, Open House, musical programs, other large events, and in-person promotion/graduation meetings or ceremonies will be implemented in accordance with the most current directives of the CDC, CDPH, and LA/OC DPH, which at this time are virtual.

f. Student Stable Groups - The District will implement all CDC, CDPH, and LA/OC DPH orders/mandates related to student stable groups.

- i. All grades (TK-8)
 1. The parties affirm that student elementary stable groups are intended and designated to provide stable groupings of students that are maintained throughout each school day, and through each grading period, with an assigned primary stable group teacher, and systems are in place at the school site to help prevent the mixing of cohorts.

2. Student stable group sizes will be implemented in alignment with the most current directives of the CDC, CPHS, and LA/OC DPH.

g. Cleaning and Disinfecting - The District will implement all CDC, CPHD, and LA/OC DPH orders/mandates related to cleaning and disinfecting.

- i. The district shall ensure that all classroom spaces, restrooms, common spaces, and workspaces are appropriately cleaned and sanitized and disinfected daily, including but not limited to desks, doorknobs, light switches, faucets, and other high touch fixtures, using the safest and most effective disinfectant necessary, as recommended by federal, state, and/or local health officials.
- ii. Certified unit members shall not be required to perform daily cleaning and disinfecting that falls outside the scope of the normal duties in our bargaining unit.
- iii. The district already provides copies of all Cal-OSHA Safety Documentation as required by law.
- iv. Regular decontamination of classroom spaces and staff workspaces shall be completed daily and deep cleaning will occur once per week. Decontamination shall be done by trained, qualified professionals. Decontamination shall occur with sufficient time for any harmful chemicals to dissipate prior to the space being occupied by staff, students, or administrators.

h. Air Ventilation and Filtration - The District will implement or exceed all CDC, CDPH, and LA/OC DPH orders/mandates related to cleaning and disinfecting.

- i. The parties affirm that public health officials indicate that proper ventilation is necessary to minimize the transmission and infection from COVID-19, especially for individuals in a closed space for extended periods of time by reducing the airborne concentration of the virus and thus the risk of transmission and infection of COVID-

19 through the air. Employees in workspaces with functioning windows shall be encouraged to keep them open depending on weather, temperature, or air quality conditions.

- ii. The District will ensure that HVAC systems are set to operate in a mode that delivers the most fresh air available. Employees with access to HVAC controls shall be directed to set the controls to the mode which delivers the most fresh air changes per hour, including disabling demand-controlled ventilation, and open outdoor air dampers to 100% as indoor and outdoor conditions safely permit.

i. Health Screening, Testing, Notification, and Contact Tracing - The District will implement or exceed all CDC, CDPH, and LA/OC DPH orders/mandates related to health screening, testing, notification, and contact tracing.

- i. The District shall require that all unit members are checked daily for symptoms associated with COVID-19 infection prior to entering school including temperature checks.
 - 1. Health screening, testing, notification, and quarantine protocols and procedures will be provided to all unit members.
 - 2. All unit members will be trained on these protocols and procedures.
 - 3. All unit members with any symptoms consistent with COVID-19 or who have had close contact with a person with COVID-19 shall be sent home or sent to an Cool Down Area (Isolation Area) on site pending travel home or to a medical facility.
 - 4. Upon notification that a unit member has been infected with COVID-19, the district will initiate contact tracing procedures in alignment with the Los Angeles and Orange County Departments of Public Health and shall make all proper notifications in alignment with the most current directives of

the CDC, CDPH, and LA/OC PHD. The Association President will be notified of the location(s) where an infection has/have occurred.

5. All bargaining unit members will have access to free onsite COVID-19 testing prior to returning to campus, which is currently not required by CDC, CDPH, and LA/OC PHD prior to returning to campus. Testing schedules shall be arranged to minimize delays and results shall be delivered to each unit member promptly, with all relevant privacy rights preserved.
6. The District will follow the law, including the any current Families First Coronavirus Response Act (FFCRA) and Cal/OSHA Emergency COVID-19 Regulations (or successor legislation) in the implementation of all leaves when the district nurse determines members cannot perform their duties remotely or when not practical to do so.
7. Bargaining unit members shall continue to receive stipends and/or additional pay, if duties are performed as provided for under the Collective Bargaining Agreement.

j. Hybrid Model of Instruction

- i. Although annual instructional minutes need not be provided at the same level as in a typical school year, SB 98 provides daily instructional minutes for the 2020-21 school year, Hybrid instructional minutes shall be in alignment with the Board approved Hybrid Instructional Plan, which provides bargaining unit members the designed structure and flexibility.
- ii. One day per week will be designated for the classroom space to be thoroughly cleaned, disinfected, and sanitized.
- iii. The district shall work to ensure equitable access to education for all students and shall confirm and/or make provisions so that all pupils have adequate access to connectivity and technological

devices to participate in the educational program and complete assigned work.

- iv. Daily lesson plans, assessments, and instructional methodologies used shall be at the discretion of the classroom teacher.
- v. The district shall continue to provide all bargaining unit members the necessary equipment and supplies in order to provide distance learning/hybrid learning, including but not limited to technology, laptop computers, digital projectors, computer, learning platforms, and any other items normally provided during in-person learning.
- vi. The district shall provide three asynchronous preparation days prior to in-person hybrid learning.

k. Adjunct Duties, Committee Assignments, Extra Duty Work, and related Items

- i. Bargaining Unit members will be excused from Adjunct Duties for the 2020/21 school year or as long as the hybrid instructional model is in place, unless they are required as a part of a State or Federal mandate.
- ii. Bargaining Unit members are expected to work and be available during their normal contractual work hours and workdays from a location within normal commuting time of their site (i.e. no working from Hawaii) unless specifically authorized in writing by the District.
- iii. Bargaining Unit members must follow guidelines/board policy in the area of Digital Citizenship which applies to the in-person instructional model as well as the virtual setting.
- iv. All tenured teachers, who are due for evaluations for the 2020-21 school year, who have received H's and/or O's on their most recent evaluation, will have their evaluations placed on hold for the 2020/21 school year and/or for as long as we are operating in the Hybrid Instructional Model.
- v. Bargaining Unit members shall maintain reasonable instructional standards and expectations for the delivery of a quality Hybrid

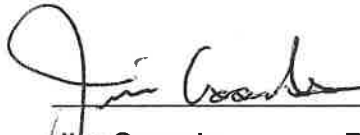
model that includes meaningful interaction, engagement, social support with/for students, and proper professional standards for the teaching profession.

FOR THE ASSOCIATION

 03-01-21

Leslie Mangold Date
LJEA Bargaining Chair

FOR THE DISTRICT

 3/1/21

Jim Coombs Date
Superintendent



Kurt Hauffe
714 929 7978
kurt@hauffecompany.com
2713 Lowell Lane
Santa Ana, California 92706
CSL# Number
612305-4 B.C.70076.020 C36.C54
CASA Class# 1 #5468

March 16, 2021

Andrea Reynolds
Assistant Superintendent of Administrative Services
Lowell Joint School District
11019 Valley Home Avenue
Whittier, CA 90603

Proposal for Jordan Elementary School Modernization and New Portables Inspection Services.

Dear Ms. Reynolds,

Thank you for the opportunity to submit a proposal for Inspection Services for the Modernization and New Portables for Jordan Elementary School.

Projected workday schedule \$84 per hour for a total cost of \$188,160.00. Start date June 1, 2021 and projected completion date of June 30, 2022.

We thank you for this opportunity and look forward to continuing our working relationship with the Lowell Joint School District.

Best Regards,



Kurt Hauffe
President Hauffe Company Inc.



2647 Gateway Road, Suite #105-300, Carlsbad, CA 92009 - Ph (760) 683-5200
AllAmericanInspectionInc.com

PROPOSAL
DSA INSPECTION SERVICES

October 19, 2020

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

Attention: Ms. Cathy Weissman
RE: In-Plant Inspection Proposal
Project: Relocatable Classroom Buildings for Jordan Elementary School, DSA #03-121043

I am respectfully submitting my proposal for In-Plant inspection services relating to your relocatable buildings that will be manufactured at Silver Creek International in Perris, CA.

DSA IN-PLANT INSPECTION SERVICE	
PLANT MANUFACTURE: SCI	
<u>No. & Size of Buildings</u>	<u>Inspection Rate</u>
DSA In-Plant IOR & Certified Welding Inspection Services	
(1) 60 x 40 Administration Building	\$5,500.00 per building
(1) 72 x 40 Kindergarten Building	\$6,600.00 per building
(1) 108 x 60 Classroom Building	\$9,900.00 per building
Total - Not to exceed:	\$22,000.00

*Any required material testing and inspection of foundation embeds must be provided by a DSA approved lab.

Respectfully Submitting,

Stacey Douglas

Accepted by:

Date: / /



A-Tech Consulting, Inc.

February 24, 2021

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

Attn: Mr. David Bennett

Re: Jordan Elementary School
10654 Jordan Road, All Roofs including Portico Walkways, Building 11 (Throughout),
Buildings 1-10 (Various Locations)
Whittier, California 90603

Dear Mr. Bennett,

Thank you for allowing A-Tech Consulting, Inc. (*A-Tech*) the opportunity to provide you with a cost proposal. This proposal is in response to your request that *A-Tech* conducts the Limited Asbestos, XRF-Lead and Hazmat Assessment at the above referenced site.

The professional services provided by *A-Tech* will consist of the following:

LIMITED ASBESTOS ASSESSMENT

- This assessment will satisfy all the requirements of a pre-renovation assessment, in accordance with Cal-OSHA Rule Title 8 CCR 1529 and NESHAP/SCAQMD Rule 1403, as it pertains to this project only.
- Inspection of All Roofs including the Portico Walkways, Building 11 (Throughout), Buildings 1-10 (Various Locations) and bulk sampling of suspect asbestos-containing materials (ACM) by a state certified asbestos consultant or certified site surveillance technician (CAC or CSST), utilizing AHERA sampling protocols. We will need access to all locations.
- Analysis of suspect ACM samples by a NVLAP accredited laboratory, utilizing Polarized Light Microscopy (PLM) with dispersion staining, in accordance with current regulatory requirements. Sample analysis is based on 5 Day laboratory analysis.
- Review of any proposed renovation plans, if available
- Report preparation including sample locations, friability evaluations and remedial recommendations.

LIMITED XRF-LEAD ASSESSMENT

- Inspection of All Roofs including the Portico Walkways, Building 11 (Throughout), Buildings 1-10 (Various Locations) and X-Ray Florescence (XRF) of all painted surfaces, ceramic and porcelain components by a CDPH Certified Inspector/Assessor, utilizing Cal-OSHA's and HUD sampling protocols. We will need access to all locations.
- Analysis of suspect components, which are inconclusive via XRF analysis. Samples will be analyzed by an AIHA accredited laboratory, utilizing Flame Atomic Absorption (AAS) and/or Total Threshold Limit Concentration (TTLC), in accordance with current regulatory requirements.
- Review of proposed renovation plans, if available.
- Report preparation including sample locations, condition evaluations and abatement/stabilization recommendations.



A-Tech Consulting, Inc.

HAZARDOUS MATERIALS ASSESSMENT

- Assessment of interior building components to determine presence and quantities of Fluorescent Light Bulbs, PCB Light Ballasts, Mercury Switches, Radioactive Exit Signs and Refrigerant Gases.
- Report preparation, which will include the absence or presence of the assessed materials, quantities, and locations.

PRICING

Based on the information gathered, we propose to provide the following professional consulting services:

LIMITED ASBESTOS, XRF-LEAD & HAZMAT ASSESSMENT – 5 Day Laboratory Analysis

Item	Price		Quantity	Line Total
Principal Hygienist	\$140.00/Hour	X	8	\$1,120.00
Environmental Project Manager	\$105.00/Hour	X	5	\$525.00
Certified Site Surveillance Technician (CSST) & CDPH Inspector Assessor or CDPH Sampling Technician	\$85.00/Hour	X	80	\$6,800.00
Asbestos Bulk Samples (PLM)	\$12.00/Sample	X	650	\$7,800.00
HAZMAT Assessment	\$Included	X	5	\$Included
XRF Sample Analysis	\$450.00/Day	X	5	\$2,250.00
Senior Administrator	\$65.00/Hour	X	5	\$325.00
Clerical/Report Writing	\$60.00/Hour	X	12	\$720.00
			Total	\$20,965.00
			(Not to Exceed)	

Notes:

- Laboratory analysis will stop at first positive within a homogeneous area/material.
- A-Tech will attempt to patch all roof cores but cannot guarantee the patch. A-Tech recommends a roofing contractor patch the roof cores after sampling is completed.

SCHEDULE

A-Tech anticipates completing all fieldwork within five (5) business days. Verbal results will be available within five (5) business days from completion of all fieldwork and deliverance of sample(s) to laboratory. The comprehensive report will be delivered by March 12, 2021.



A-Tech Consulting, Inc.

I trust that this proposal will meet with your approval and look forward to working with you. Should you have any questions, please feel free to contact me at (714) 434-6360 office.

Sincerely,

A-Tech Consulting, Inc.

Joseph A. Williams, CAC, DPH
CAC #14-5269 DPH #19524

joew@atechinc.net

To proceed with scheduling, kindly reply to PM@atechinc.net and accounting@atechinc.net

PURCHASE ORDERS FOR BOARD APPROVAL
April 5, 2021

NO#	VENDOR	DESCRIPTION	AMOUNT
86311	LRP PUBLICATIONS	NEWSLETTER RENEWAL	\$ 813.50
86312	COYOTE FLORAL	FLOWERS -SYMPATHY ARRANGEMENTS	\$ 60.00
86313	DEMCO	BOOK TAPE & CARDS LABELS	\$ 250.00
86314	HOME DEPOT PRO	PACKING TAPE	\$ 995.88
86315	LASER PLUS IMAGING	DESK SHIELD LAMPS	\$ 178.87
86316	BRUCE CAMPBELL	OLITA-TOP SOIL	\$ 600.00
86317	DANIELS TIRE SERVICE	MAINTENCE VEHICLE SERVICE	\$ 732.78
86318	HANG SAFE HOOKS	BACKPACK RACKS	\$ 563.95
86319	HOUGHTON MIFFLIN	GO MATH SPANISH CALIFORNIA STANDARDS	\$ 57.77
86320	EHP SOLUTIONS	DOCUMENT CAMERA	\$ 873.18
85965A	TARGET SPECIALTIES	OPEN PURCHASES 2020-21, ADDITIONAL AMOUNT TO ORIGINAL	\$ 2,500.00
86321	OCDE	TRAINING- SEL SCHOOL LAUNCH	\$ 800.00
86322	CALIFORNIA SCHOOLS TO WATCH	MEMBERSHIP FEE	\$ 395.00
86323	LASER PLUS IMAGING	DESK SHIELDS-VARIOUS SITES	\$ 6,405.41
86324	BEARCOM	WALKIE TALKIES-VARIOUS SITES	\$ 18,333.06
86325	MRS. NELSON BOOK COMPANY	VARIOUS LIBRARY BOOKS-RANCHO STARBUCK	\$ 141.71
86326	SHAW HR CONSULTING	FITNESS FOR DUTY	\$ 2,000.00
86327	FM THOMAS AIR CONDITIONING	HVAC REPAIR-RANCHO STARBUCK	\$ 3,125.63
86328	DIVISION OF STATE ARCHITECT	INV# 03-12403, DSA PROJECT, EL PORTAL	\$ 1,034.24
86329	TWINING CONSULTING	GEOTECHNICAL & SITE SOIL COMPACTION-MACY ELEMENTARY	\$ 15,007.00
86330	DEMCO	LIBRARY BOOK PROTECTORS/LABELS	\$ 120.00
86331	TURFSTAR	REPAIR & REPLACEMENT OF PLANENTARY ON MOWER	\$ 7,755.68
86332	AALR&R	WEBINAR-CULTURAL SENSITIVITY IN THE WORKPLACE	\$ 178.00
86333	AERIES SOFTWARE	AERIES SPRING 2021 CONFERENCE, 3/8-3/11-RAPP	\$ 150.00
86334	SUPPLYWORKS	PAINTER'S TAPE-VARIOUS SITES	\$ 1,291.01
86335	TURF STAR	MOWER REPAIRS	\$ 3,499.10
86336	2nd GEAR	LCDS-PRESCHOOL	\$ 974.03
86337	BREAKOUT EDU	SINGLE TEACHER SUBSCRIPTION	\$ 99.00
86338	2nd GEAR	24" FLAT PANEL LCD MONITORS- 2 EA	\$ 319.06
86339	ULINE	UTILITY CARTS	\$ 560.00
86340	ALL STATE SIGNS	MG-BATHROOM SIGNS	\$ 314.00
86341	WHITTIER SMOG CENTER	SMOG CHECK, 11/20/2020-FORD F150	\$ 68.00
86342	D'ANGELOS	SUPPLIES	\$ 83.00
86343	PAPE	TRACTOR REPAIR	\$ 483.00
86344	D'ANGELOS	SUPPLIES, MATERIALS	\$ 181.91
86345	SCHOOL SERVICES OF CA	MAY REVISE WEBINAR	\$ 230.00
86346	SOUTHWEST SCHOOL SUPPLY	OLITA -20/21 OPEN PURCHASE ORDER INCREASE	\$ 5,000.00
86347	BOUNCYBAND	ECHAIR FEET	\$ 119.94
86348	ARC DOCUMENT SOLUTIONS	A- FRAMES	\$ 1,174.83
86349	ARC DOCUMENT SOLUTIONS	DECALS FOR SOCIAL DISTANCING	\$ 685.83
86350	KING OFFICE SERVICES	MOVING AND RELOCATION FOR MACY TO/FROM MAYBROOK	\$ 15,000.00
86351	NATURE GIFT STORES	JORDAN-NATURE KITS BUTTERFLY KITS	\$ 125.50
86352	SOUTHWEST SCHOOL SUPPLY	MACY-CARTS	\$ 380.00
86353	PHONAK	ROGERS-RECEIVERS, TOUCHSCREEN MIC-MACY STUDENT	\$ 2,607.08
86354	CINTAS	ANTIBACTERIAL WIPES-CLASSROOMS	\$ 9,017.95
86355	HOTSY	VITAL OXIDE-REPLACEMENT PAILS	\$ 1,128.06
86356	HOME DEPOT PRO	AIR PURIFIERS-RANCHO STARBUCK	\$ 7,178.82
86357	GNP BRANDED GEAR	KN95 MASKS	\$ 561.92
86358	GAMA CONTRACTING SERVICES, INC.	REMOVE & DISPOSE OF FOUND ASBESTOS	\$ 2,450.00
86359	BEST LAWNMOWER, INC.	SEAT MOWER-GROUNDS	\$ 8,788.82
86360	TRIMARK, INC.	NUTRITION SVCS, ENCLOSED FOOD PAN TRANSPORT CABINET	\$ 2,282.86
86361	HOUGHTON MIFFLIN	JOURNEY'S CALIFORNIA STUDENT EDITION	\$ 490.04
86362	VEX ROBOTICS	VEXNET JOYSTICK, KEY 2.0	\$ 1,756.27
86363	DEAD AND BURIED	BANNERS	\$ 132.60
86364	FLAGHOUSE	BATTING TEE	\$ 23.60
86365	ACTIVE HANDS	GENERAL PURPOSE MINI AID	\$ 96.04
86366	SHAW HR CONSULTING	OPEN PURCHASES-HUMAN RESOURCES CONSULTANT	\$ 5,000.00

86367	PROJECT WISDOM	WORKSHEET	\$	199.00
86368	COMPLETE BUSINESS SYSTEMS	INK AND MASTERS	\$	166.86
86369	AR DESIGNS	APRONS FOR ALL SCHOOLS	\$	580.00
86370	EMCOR	MOTOR REPLACEMENT-EL PORTAL HVAC	\$	2,353.00
86371	FM THOMAS AIR CONDITIONING	HVAC SERVICE PARTS	\$	1,703.00
86372	GLASBY MAINTENANCE SUPPLY	SUPPLIES FOR COVID	\$	1,136.42
86373	HOGENTOGLER & COMPANY	PHYSICIAN SCALE-MAYBROOK	\$	217.30
86374	GREENFIELD LEARNING	MEADOW GREEN-3 YR SUBSCRIPTION	\$	14,540.00
86375	NAESP	EL PORTAL-AWARDS/PENS	\$	110.00
86376	THE TAO GROUP	BUS SERVICES- MISC HR CONSULTING	\$	5,000.00
86377	CRISIS PREVENTION INSTITUTE	TRAINING BOOKS	\$	704.70
86378	CALIFORNIA LEAGUE OF SCHOOL	EMBRACING EQUITY AND EXCELLENCE-J.COOMBS	\$	179.00
86379	IPVO	DOCUMENT CAMERA	\$	375.97
86380	PRO-ED	INFANT/PRESCHOOL PARENT FORMS, RATING SCALE	\$	175.60
86381	PRO-ED	EXAMINER RECORD BOOKLETS	\$	270.56
86382	CURRICULUM ASSOCIATES	BRIGANCE CIBS & IED RECORD BOOKS	\$	234.50
86383	PROJECT WISDOM	SUBSCRIPTION	\$	489.00
86384	ARTBEAT STUDIOS FINE ART PRINTING	CUSTOM ART- AT DO-BOARD ROOM	\$	1,404.02

Respectfully Submitted,

Jim Coombs



\$ 165,012.86

"B" WARRANTS FOR BOARD APPROVAL ON:
April 5, 2021

"B" WARRANT DOCUMENTS : 1063 - 1365, 3062 - 3069

1,190,652.29

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.	VENDOR	AMOUNT
1063	TARGET SPECIALTY-MAINTENANCE, SUPPLIES, MATERIALS	4,188.89
1066	ROCHESTER 100-MACY, SUPPLIES	317.25
1197	HOWARD TECH SOLUTIONS-BOND, CONTRACT SVCS	80,868.38
1198	CARLO'S GARDENING SERVICE-MACY, SERVICES	3,000.00
1199	DIVISION OF STATE ARCHITECT-BOND, EL PORTAL	1,034.24
1206	LYN CARTY-EP, PURCHASE REIMBURSEMENT	142.02
1207	ENVIRONMENTAL NATURE CENTER-JORDAN, VIRTUAL FIELD TRIP	150.00
1208	GT DESIGNS-RANCHO, SERVICES	389.27
1211	DIANA JACOBS-JORDAN, PURCHASE REIMBURSEMENT	59.99
1212	BREE KOSAREFF-JORDAN, PURCHASE REIMBURSEMENT	114.70
1213	DEBRA LEES-MAYBROOK, CONTRACT SERVICES	1,594.11
1215	LAURA REMME-EP, PURCHASE REIMBURSEMENT	87.83
1217	SCHOOL SERVICES OF CA-WEBINAR, MO CONTRACT SVC	560.00
1218	SHAW HR CONSULTING-BUS ADMIN, CONSULTING	2,000.00
1219	SMS TECH SOLUTIONS-DISTRICT, LICENSES	318.00
1220	TURF STAR-MAINT, SUPPLIES	4,938.75
1222	WPS-SPEC ED, FORMS, SUPPLIES	300.76
1223	YUMI YAMAMOTO-JORDAN, LIBRARY PURCHASE REIMBURSEMENT	59.97
1225	SOUTHWEST SCHOOL SUPPLY-BOND, SUPPLIES	6,705.96
1226	READY REFRESH NESTLE-DISTRICT, WATER, SUPPLIES	68.33
1227	SPARKLETTS-RS, WATER, SUPPLIES	50.90
1228	SMS TECH SOLUTIONS-DISTRICT, LICENSES	359.98
1229	BATTERY SPECIALTIES-MAINT, SUPPLIES	164.07
1230	BUG FLIP-NUTRITION SERVICE, SERVICE CALL	55.00
1231	FRONTIER-DISTRICT, UTILITIES	1,164.34
1232	SUPT. COOMBS-PURCHASE REIMBURSEMENT	164.04
1234	PEST OPTIONS-NUTRITION SVCS, SUPPLIES	393.24
1235	MATT CUKRO-MG, PURCHASE REIMBURSEMENT	385.75
1236	SO CAL EDISON-EP, MA, RS-UTILITIES	5,535.42
1237	SO CAL GAS-EP, MG, OL, RS, MAINT-UTILITIES	2,744.42
	EARLY RETIREE REIMBURSEMENTS	
1238	DAWN AANDAHL	526.84
1239	BRENT ALLSMAN	526.77
1240	ELIZABETH KANESHIRO	990.16
1241	SHELLEY MARKER	526.84
1242	PENNY MAYERCHECK	1,196.69
1243	BRUCE PATILLO	526.77
1244	RONALD RANDOLPH	619.50
1245	GAYLE ROGERS	238.25

1246	CLAUDIA SCHALCHLIN	526.84
1247	EMILY WAKEFIELD	526.84
1248	NANCY WHITE	1,196.69
1249	HOLLY WOLFE	526.84
1250	AMERICAN FIDELITY-VOLUNTARY DEDUCTIONS	18,779.61
1251	AMERICAN FIDELITY-VOLUNTARY DEDUCTIONS	18,779.61
1252	AMERICAN FIDELITY-VOLUNTARY DEDUCTIONS	5,285.00
1253	CREDIT UNION OF SO CAL-VOLUNTARY DEDUCTIONS	2,887.80
1254	SCHOOLS FIRST FED CREDIT UNION-VOLUNTARY DEDUCTIONS	21,675.00
1256	GALLAGHER PEDIATRIC-SPEC ED, CONTRACT SVCS	478.16
1259	KING OFFICE SUPPLY-BOND, MAYBROOK	6,760.00
1260	ICS SVC CO-MAINT, SUPPLIES	400.00
1269	DANIELS TIRE SERVICE-MAINT, SUPPLIES	302.15
1271	PDQ EQUIPMENT RENTAL-MAINT, RENTALS	533.47
1272	2ND GEAR-TECH, DISTRICT WIDE, SUPPLIES	1,292.06
1273	BARNES NOBLE-RS, SUPPLIES	779.10
1274	BEARCOM-MG, WALKIE TALKIES	3,340.41
1275	BOUNCYBAND-OLITA, SUPPLIES	119.94
1276	CA LEAGUE OF SCHOOLS-RS, MEMBERSHIP	395.00
1277	CITY OF LA HABRA-MAINT, UTILITIES	1,377.15
1278	DATA IMPRESSIONS-TECH, SUPPLIES	589.67
1279	DAVE BANG ASSOCIATES-RS, CARES ACT, SUPPLIES	17,049.55
1280	DEMCO-JOR, RS, SUPPLIES	292.28
1281	EHP SOLUTIONS-OLITA, SUPPLIES	873.18
1282	PACIFIC PREMIER BANK-BOND, OLITA PROJECT	1,398.15
1283	DELTA DENTAL-MONTHLY PREMIUMS	1,951.21
1284	GARRICK LANGER-RS, PURCHASE REIMBURSEMENT	90.85
1285	SHERYL MCDONALD-CURR, PURCHASE REIMBURSEMENT	179.07
1286	ASSOCIATION OF CA SCHOOL-VOLUTARY DEDUCTIONS	337.37
1287	CA ASSOC OF SCHOOL PSYCHOLOGISTS-DUES	15.50
1288	CTA-MONTHLY DUES/ DEDUCTIONS	14,951.83
1289	PACIFIC EDUCATORS-VOLUNTARY DEDUCTIONS PREM	77.00
1290	THE STANDARD INS. CO-VOLUNTARY DEDUCTIONS	5,161.36
1291	UNITED WAY OF GREATER LOS ANGELES, DUES	10.00
1292	HOUGHTON MIFFLIN-CURR, SUPPLIES	57.77
1300	SHAW HR CONSULTING-BUS ADMIN, CONSULTING	960.00
1301	CDW GOVERNMENT-ALL SITES, SUPPLIES	399.88
1304	SO CAL EDISON-JOR, MACY, MAINT-UTILITIES	3,653.30
1305	SO CAL GAS-JOR, DISTRICT, UTILITIES	459.60
1306	SUBURBAN WATER -MG, RS, UTILITIES	6,130.94
1307	T-MOBILE-TECH, SERVICES	435.44
1308	VERIZON WIRELESS-TECH, UTILITIES	497.77
1309	VERIZON WIRELESS-TECH, UTILITIES	4,675.44
1310	LOGMEIN,INC.-TECH, LICENSES	4,424.19
1311	LOWE'S-MAINTENANCE, SUPPLIES	505.53
1312	PLUMBING WHOLESALE OUTLET-MAINT, SUPPLIES	489.42
1313	BEST LAWNMOWER-MAINT, SUPPLIES	8,788.82

1314	BRUCE CAMPBELL-MG, SAND, GRAVEL SUPPLIES	730.69
1315	DANGELO-OLITA, MAINTENANCE, SUPPLIES	513.92
1316	ERICKSON-HALL CONSTRUCTION-BOND, CONTRACT SVCS	793,088.50
1317	GHATAODE BANNON ARCHITECTS-BOND, JORDAN PROJ	5,413.20
1319	HOTSY OF SO CAL-MG, OL, MAINT-SUPPLIES	1,996.61
1321	GNP BRANDED GEAR-SUPPLIES	561.92
1322	SUPT. COOMBS-PURCHASE REIMBURSEMENT	273.86
1323	SHERYL MCDONALD-CURR, PURCHASE REIMBURSEMENT	199.95
1324	JOHN ZAPPULLA-TECH, MILEAGE REIMBURSEMENT	21.41
1325	HOUGHTON MIFFLIN-CURR, SUPPLIES	3,225.00
1330	REGINA FISCUS-EP, PURCHASE REIMBURSEMENT	83.14
1332	ADRIANA PONCE-JORDAN, PURCHASE REIMBURSEMENT	475.85
1334	SCHOOLS EXCESS LIABILITY FUND-FEES,SERVICES	36,728.20
1335	SCHOOL SERVICES OF CA-MAR 2021 CONTRACT SVCS	320.00
1338	WHITTIER SMOG TEST ONLY-MAINT, VEHICLE SMOG	68.00
1339	WPS-SPEC ED, FORMS, SUPPLIES	248.61
1340	QUADIENT FINANCE USA-DISTRICT, LEASING	510.91
1341	TURF STAR-GROUNDS, MAINT- SUPPLIES	7,755.68
1342	AMERICAN EXPRESS-DISTRICT CREDIT PURCHASES	6,263.82
1343	BEST LAWNMOWER-MAINT, SUPPLIES	3,218.06
1344	CANNINGS HARDWARE LA HABRA-MAINT, SUPPLIES	173.62
1345	JAMES HARDWARE CO-OL, RS, MAINT	252.29
1349	SO CAL EDISON-MG, UTILITIES	3,507.07
1350	SO CAL GAS-MACY, UTILITIES	15.78
1358	FRONTIER-DISTRICT, UTILITIES	62.67
1359	ARC DOCUMENT SOLUTIONS-MG, SUPPLIES	355.25
1360	BEARCOM-OLITA, SUPPLIES	1,168.71
1361	BEARCOM-MACY, WALKIE TALKIES	4,521.00
1362	CDW GOVERNMENT-MG, SUPPLIES	570.37
1363	HOUGHTON MIFFLIN-CURR, SUPPLIES	490.04
1365	MORA'S GARDENING SVC-MACY, TREE REMOVAL	3,000.00
3062	MELINDA LUJAN-NUTRITION SERVICES, MEAL REFUNDS	11.50
3063	BUG FLIP-NUTRITION SERVICE, SERVICE CALL	180.00
3064	LADY BUG TERMITE-NUTRITION SVCS, SUPPLIES	55.00
3065	FORM PLASTICS-NUTRITION SVCS, SUPPLIES	2,659.29
3066	DRIFTWOOD DAIRY-NUTRITION SVCS, SUPPLIES	11,426.17
3067	P&R PAPER SUPPLY-NUTRITION SVCS, SUPPLIES	1,914.47
3068	GOLD STAR FOODS-NUTRITION SVCS, COMMODOTIES	12,914.66
3069	VALPRO, INC.-NUTRITION SVCS	2,192.85

LOWELL JOINT SCHOOL DISTRICT
EMPLOYER-EMPLOYEE RELATIONS/PERSONNEL REPORT 2020-21 #9

April 5, 2021

I. CERTIFICATED EMPLOYEES

A. CHANGE OF STATUS

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENT
Melissa Wilkens	03/12/2021	04/30/21	MG	FMLA (AB375) Maternity Leave
Melissa De la Haye	03/13/2021	05/22/2021	EP	FMLA (AB375) Maternity Leave
Lavin, Lindsey	04/23/2021	04/30/2021	RS	FMLA (AB375) Baby Bonding Leave
Kosareff, Bree	04/12/2021	05/28/2021	JO	FMLA (AB375) Maternity Leave

B. SUBSTITUTE CHANGE OF PAY

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENT
Amie Praefke	03/12/2021	04/30/2021	DO	To be paid special long term rate of \$170.00 for Meadow Green Elementary School for Sixth Grade
Delgado, Gabriela	03/15/2021	03/19/2021	DO	To be paid special long term rate of \$170.00 for El Portal Elementary School for Sixth Grade
Morrison, Dana	03/29/2021	05/22/2021	DO	To be paid special long term rate of \$170.00 for El Portal Elementary School for Sixth Grade
Rivera, James	04/23/2021	04/30/2021	DO	To be paid a rate of \$131.00 for Rancho Starbuck Intermediate School for Math
Sober, Jessica	04/12/2021	05/28/2021	DO	To be paid special long term rate of \$170.00 Jordan Elementary School for Fourth Grade
Corissa Lower	03/08/2021	05/28/2021	DO	To be paid special long term rate of \$170.00 for Intervention at Jordan Elementary School. To be

* EMPLOYMENT OF SUBSTITUTES EFFECTIVE 08/10/2020 FOR THE 2020/2021 SCHOOL YEAR \$131.00 PER DAY RATE AND \$170.00 LONG TERM AND \$65.50 PER HALF DAY RATE AND \$35.00 PER HOUR*

*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 2020/21 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 2020/21 school year.

Alyssa Scarsciotti Peggy Paoli

CLASSIFIED EMPLOYEES April 5, 2021

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>
EID #TV2810191	03/29/21				Paid Administrative Leave
Cardenas, Robert	03/22/21		R20/S5	MNT	Groundskeeper/Replacement for Vacancy
Marin, Luis	03/01/21		R28/S3	MNT	Maintenance General-Painter/ Replacement for Vacancy

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>
Allsman, Marcella	03/22/21	05/05/21		OL	Special Education Support Aide/Maternity Leave
Anderson, Danielle	02/01/21	02/26/21		EP	Noon Duty Assistant/Unpaid Leave of Absence/ Correction to 03/01/21 EER
Anderson, Danielle	03/01/21	05/28/21		EP	Noon Duty Assistant/ Temporary Reduction of Hours from 15 hours to 10 hours per week
Barber, Stephanie	03/11/20		RF/S3	DO	Assistant to the Superintendent's Office/ Replacement for Vacancy
Beiderwell, Alexis	03/18/21	05/28/21	R14/S1	OL	Educational Assistant/ Substitute/Temporary Assignment
Delgado, Veronica	02/26/21			OL	Noon Duty Assistant/

Drogt-Hill, Maria	03/01/21	05/28/21		MG	Resignation Noon Duty Assistant/ Temporary Increase of Hours/ Location Correction to 03/01/21 EER
Garcia, Cora	03/18/21		R14/S1	DO	Instructional Assistant/ Substitute/Rehire
Goodman, Jennifer	02/25/21	05/28/21		RS	Instructional Assistant/ Temporary Increase of Hours
Johnson, Fleur	03/01/21	05/28/21		OL	Special Education Support Aide/Unpaid Leave of Absence
Kennedy, Joelle	02/25/21	05/28/21		EP	Instructional Assistant-ABA/ Temporary Increase of Hours
Licon, Laurie	03/01/21		\$14.00/hr	DO	Noon Duty Assistant/Substitute/ Resignation
Sato, Ashly	03/01/21	05/28/21	R14/S1	EP	Educational Assistant/ Temporary Assignment
Van Hoogmoed, Danielle	03/08/21	04/02/21		OL	Instructional Assistant/ Temporary Increase of hours
Van Hoogmoed, Danielle	04/02/21			OL	Instructional Assistant/Resignation
Williams, Andrea	03/15/21	04/09/21		MA	Special Education Support Aide/ Temporary Reduction of hours from 16.25 hours to 9.5 hours per week
Williams, Andrea	04/12/21	05/28/21		OL	Special Education Support Aide/Unpaid Leave of Absence
Yzabal, Maria	03/29/20	05/28/21	\$14.00/hr	DO	Noon Duty Assistant/ Temporary Assignment

C. 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>
Bargas, Kerri	03/11/21		R7/S7	RS	Cafeteria Worker/Performance Recognition Increase
Costello, Jennifer	03/01/21	05/28/21		MG	Cafeteria Worker/Temporary Increase of Hours
Del Orbe, Ruth	03/01/21	05/28/21		RS	Cafeteria Worker/Temporary Increase of Hours
Lawson, Jennifer	03/01/21	05/28/21		OL	Cafeteria Worker/Temporary Increase of Hours
Rubio, Sandra	03/01/21	05/28/21		RS	Satellite Cafeteria Worker/ Temporary Increase of Hours

LOWELL JOINT SCHOOL DISTRICT

2020/21 CLASSIFIED CONFIDENTIAL SALARY SCHEDULE

Effective July 1, 2020

RANGE	PERFORMANCE RECOGNITION INCREASES							
	1	2	3	4	5	6	7	8
(A)	3,491	3,707	3,800	4,068	4,275	4,491	4,719	4,957
(B)	3,591	3,796	3,892	4,164	4,378	4,604	4,838	5,084
(C)	3,681	3,891	3,989	4,275	4,491	4,719	4,957	5,204
(D)	3,784	3,982	4,082	4,378	4,604	4,838	5,084	5,336
(E)	3,877	4,089	4,192	4,491	4,719	4,957	5,204	5,471
(F)	3,969	4,187	4,293	4,604	4,838	5,084	5,336	5,606
(G)	4,068	4,296	4,404	4,719	4,957	5,204	5,471	5,744
(H)	4,164	4,403	4,515	4,838	5,084	5,336	5,606	5,895
(I)	4,275	4,512	4,626	4,957	5,204	5,471	5,744	6,036
(J)	4,378	4,627	4,743	5,084	5,336	5,606	5,895	6,188
(K)	4,491	4,741	4,859	5,204	5,471	5,744	6,036	6,348
(L)	4,604	4,862	4,985	5,336	5,606	5,895	6,188	6,503
(M)	4,719	4,977	5,101	5,471	5,744	6,036	6,348	6,668
(N)	4,838	5,102	5,231	5,606	5,895	6,188	6,503	6,832
(O)	4,957	5,233	5,364	5,744	6,036	6,348	6,668	7,006
(P)	5,084	5,361	5,496	5,895	6,188	6,503	6,832	7,179
(Q)	5,204	5,494	5,631	6,036	6,348	6,668	7,006	7,358
(R)	5,336	5,638	5,779	6,188	6,503	6,832	7,179	7,549
(S)	5,471	5,773	5,918	6,348	6,668	7,006	7,358	7,730
(T)	5,606	5,918	6,067	6,503	6,832	7,179	7,549	7,920
(U)	5,744	6,072	6,225	6,668	7,006	7,358	7,730	8,118
(V)	5,895	6,219	6,375	6,832	7,179	7,549	7,920	8,329
(W)	6,036	6,377	6,537	7,006	7,358	7,730	8,118	8,533
(X)	6,188	6,534	6,698	7,179	7,549	7,920	8,329	8,744
(Y)	6,348	6,700	6,869	7,358	7,730	8,118	8,533	8,959
(Z)	6,503	6,866	7,038	7,549	7,920	8,329	8,744	9,187

CONFIDENTIAL EMPLOYEES

Executive Assistant and Secretary to Superintendent
 Administrative Assistant - Business Svcs/Classified Personnel
 Assistant to the Superintendent's Office

RANGE

N
 I
 F

LONGEVITY

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

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