

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
November 3, 2014

CLOSED MEETING	President Schambeck called the meeting to order at 6:30 p.m. at the District Office, 11019 Valley Home Avenue, Whittier. President Schambeck declared the meeting recessed to closed session at 6:31 p.m.
CALL TO ORDER	<p>President Schambeck reconvened the meeting to open session at 7:30 p.m.</p> <p>The flag salute was led by John Binchi, Director of Maintenance.</p> <p>Trustees Present:     Darin W. Barber, William A. Hinz, Brandon R. Jones, Fred W. Schambeck, and Anastasia M. Shackelford.</p> <p>Trustees Absent:     None.</p> <p>Staff Present:        Patricia        A.        Howell,        Superintendent; and Andrea Reynolds, Assistant Superintendent of Administrative Services.</p>
REPORTING OUT ACTION (IF ANY) TAKEN IN CLOSED SESSION	None.
INTRODUCTION/ WELCOME	President Schambeck welcomed CSEA President Darleene Pullen, LJEAPresident Allison Fonti, and guests.
ACKNOWLEDGEMENT OF CORRESPONDENCE	None.
APPROVAL OF AGENDA	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the November 3, 2014, agenda.
APPROVAL OF MINUTES	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the October 6, 2014, Board Meeting, and the minutes from the Special Board Meeting on October 27, 2014.

TOPICS NOT ON THE  
AGENDA

None.

TIMELY INFORMATION  
FROM THE BOARD  
AND  
SUPERINTENDENT

Mr. Schambeck stated that he recently received Dr. Howell's retirement letter and shared the following: "Please accept this letter as my official written notice of retirement as Superintendent of Schools for the Lowell Joint School District. I have been blessed to have had the opportunity to work with such amazing Board Members, teachers, classified employees, parents, students, and community members over the past 8½ years. My last official day will be Friday, November 14, 2014; however, my last day in the office will be Friday, November 7, as I will need to complete the packing process before moving out to the Tucson area with my husband, Jerry."

Mr. Schambeck presented Dr. Howell with a small token of appreciation for leading and serving the District for the past 8½ years.

Dr. Howell accepted the gift and stated "She has truly been blessed to have had the opportunity to serve Lowell Joint School District."

Dr. Howell thanked Whitney Takacs, Rancho-Starbuck School Counselor, for decorating the Bulletin Boards with the November Character Education Theme of Gratitude.

SCHOOL REPORTS

Mrs. Shackelford shared that Meadow Green's School Site Council met on October 1, 2014. The Council reviewed the school's Single Plan for Student Achievement and adopted the plan with a unanimous vote. The Meadow Green Harvest Festival was held on Friday, October 24. Students enjoyed Trunk-o-Treating, games, food, music, and good times. Meadow Green's Annual Halloween Parade took place on Friday, October 31, at 8:45 AM. This was followed by a Pumpkin Chunkin' Contest. Families were invited to plan, design, build, and test a launcher, and then bring it to school. The event was a smashing success. Meadow Green will again be holding a Canned Food Drive to benefit a local food bank. The drive will run from October 20 through November 14. The PTA is hosting a Star Wars Movie Night on December 7. Costumes are welcome.

SCHOOL REPORTS  
(Continued)

Mr. Barber stated that Jordan Elementary School will hold their monthly Citizenship Assembly on Friday, November 7, 2014, at 11:00 a.m. for the month of October. Jordan PTA will host their monthly meeting on Tuesday, November 18, beginning at 7:00 p.m. Lastly, students and parents are looking forward to spending an evening, November 19, at Chuck E. Cheese for Jordan's PTA monthly Stove on Strikes.

Mr. Schambeck reported that El Portal Elementary School held their first session of MINDcraft the last two Friday's of October. Students, who have turned in all of their work, choose from 5 breakout sessions to do different STEM and enrichment projects including: robotics, coding, engineering, graphics, art, and golf with La Habra High School students. We held our first Monster Bash on October 31. It was our annual dance-a-thon in costumes from 8:45 – 10:15 a.m. Then we held our annual Halloween Parade at 10:30 a.m. with all the teachers and students. The campus was full of the Halloween spirit and the students loved being dressed up. On November 17, K – 2 students will have their annual Potlash. This celebration will begin at 10:00 a.m., with a Reader's Theater. The students will wear headbands and friendship necklaces. They will exchange necklaces, make butter, and eat corn muffins to celebrate the first harvest. The Kindergarten classes will hold their annual Thanksgiving Feast at noon on November 21. Students will be wearing their friendship necklaces and paper vests that they made.

Mr. Hinz stated on Tuesday, November 4, Macy Elementary School's fifth-grade students will visit Riley's Farm, and on Wednesday, November 5, sixth-grade students will visit the Discovery Science Center. These field trips are funded by the Macy PTA and supports what students are learning in the classroom. Friday, November 7, is Macy's Monthly Awards Assembly. Macy will award those students of Making Good Choices during the month of October. Kindergarten students celebrate the culmination of their Kindergarten social studies unit of 'Customs of our First Thanksgiving.' On Friday, November 21, Kindergarten students will dress up as Pilgrims and Native Americans and Kindergarten families will bring in Thanksgiving cheeses, fruits, pies, and cider for their enjoyment.

SCHOOL REPORTS  
(Continued)

Mr. Jones shared Olita Elementary School staff, students and parents are looking forward to the annual Turkey Trot on Saturday, November 8. Olita usually has several staff members running or walking, along with many students getting their exercise, too. On Saturday, November 15, Olita PTA will be holding a rummage sale in our parking lot. Donations will be gladly accepted and all proceeds will go toward out PTA budget. Our PTA sponsors many events and programs throughout the year. Come out and support our PTA. Teachers will be holding conferences with all parents beginning November 12. Parents are looking forward to seeing the new report cards and how their students are working toward the Common Core Standards.

Mr. Schambeck concluded that Rancho-Starbuck Intermediate School's flex classes are in progress as we begin Cycle 2. Students are enjoying the enrichment time and grateful for the chance to have more time on concepts that need review. Science Olympiad has begun and we will be putting together our Rancho team this month. After school sports teams are working hard and November has our Volleyball teams competing in a tournament the first week of November and Basketball and Soccer tryouts happen in November. Our first ever Zombie Run takes place on November 6. Proceeds raised will help us purchase additional campus seating in the quad area. Our first dance of the year is this month on November 14. Our Cross Country team is looking forward to participating in the Turkey Trot on November 8.

ESTABLISHMENT OF  
DECEMBER 8, 2014, AS  
THE ANNUAL  
ORGANIZATIONAL  
MEETING OF THE  
BOARD OF TRUSTEES

It was moved, seconded, and carried by unanimous vote (5 – 0), that Monday, December 8, 2014, at 7:30 p.m. be established as the Lowell Joint School District Annual Organizational meeting to be held in the Board Room, 11019 Valley Home Avenue, Whittier, and authorized the Superintendent or designee to execute the necessary documents.

CAPITAL FACILITIES  
REPORT  
PRESENTATION

Mr. Binchi shared that pursuant to Government Code Section 66006(b), for Capital Facility fees collected, it is required to report a description of the fee and use; amount of current fees; beginning and ending balances; fees, interest and other income; date project will be completed (if applicable); description of inter-fund transfer loan (if applicable); and refunds issued (if applicable).

APPROVAL OF THE  
SUPERINTENDENT OF  
SCHOOLS CONTRACT  
EFFECTIVE  
NOVEMBER 24, 2014,  
THROUGH JUNE 30,  
2017

It was moved, seconded, and carried by unanimous roll call vote (5 – 0), to adopt the Superintendent of Schools, Dr. Bonnie Bell, contract for November 24, 2014, through June 30, 2017, at an annual salary of \$187,500 with health and welfare benefits and other compensation as outlined in the contract, and authorized the Superintendent or designee to execute the agreement.

Dr. Bell thanked the Board of Trustees and stated that, "It is an honor and pleasure to have been selected to serve as Superintendent of Schools for the Lowell Joint School District."

PRESENTATION AND APPROVAL OF SINGLE SCHOOL PLANS FOR STUDENT ACHIEVEMENT

Dr. Howell highlighted of each school's Single Plan for Student Achievement. The No Child Left Behind (NCLB) Act of 2001 requires districts to be more accountable for academic progress of all students. One of the regulations outlined in NCLB is that schools must develop a Single Plan For Student Achievement (SPSA) each year that is approved by the local School Site Council for each school.

It was moved, seconded, and carried by unanimous vote (5 – 0), to approve the Single Plan for Student Achievement for each school site, and authorized the Superintendent or designee to execute the necessary documents.

CONSENT CALENDAR

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

Purchase Order Report 2014/15 #4

Approved Purchase Order Report 2014/15 #4, which lists all purchase orders issued September 23, 2014, through October 14, 2014.

Warrant Listing Report 2014/15 #4

Approved Warrant Listing Report 2014/15 #4, which lists all warrants issued September 26, 2014, through October 24, 2014.

Approval of Agreement with Ed-Ventures Transportation, LLC, to Provide Transportation Services for Field Trips, as Needed

Ratified the contract with Ed-Ventures Transportation, LLC, to provide transportation services for field trips, as needed, from June 1, 2014, through June 30, 2015, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement with Hemet Unified School District to Provide Transportation Services for Field Trips, as Needed

Approved the agreement with Hemet Unified School District to provide transportation services for field trips, as needed, from November 4, 2014, through June 30, 2015, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement with Budlong & Associates, Inc., for Macy Elementary School for the 2014/15 School Year

Ratified the agreement with Budlong & Associates, Inc., to perform an Electrical Load Study and the development of plans, drawings, and specification, and cost analysis for bidding purposes not to exceed \$26,970 paid through Fund 40, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Interfund Transfer of \$174,000 in 2014/15 Fiscal Year from Fund 40 to Fund 14

Approved an Interfund Transfer of \$174,000 in the 2014/15 fiscal year from Fund 40 to Fund 14, and authorized the Superintendent or designee to execute the necessary documents.

Approval for Sale/ Disposal of Surplus District Personal Property	Ratified the sale/disposal of surplus District personal property, as attached, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Independent Contractor Agreement with Wanda Grant, Nutrition Services Consultant, to Provide Nutrition Services Program Operations	Approved the Independent Contractor Agreement with Wanda Grant, Nutrition Services Consultant, to provide nutrition services program operations, from November 4, 2014, through June 30, 2015, at a rate of \$100 per hour, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Independent Contractor Agreement with Debra Amos, Nutrition Services Consultant, to Provide Nutrition Services Program Operations	Ratified the Independent Contractor Agreement with Debra Amos, Nutrition Services Consultant, to provide nutrition services program operations from, October 28, 2014, through June 30, 2015, at a rate of \$100 per hour, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Agreement with PrimeroEdge for the Nutrition Services Foods and Supplies Inventory System	Approved the agreement with PrimeroEdge for the Nutrition Services Foods and Supplies Inventory System, with one time cost of software installation, server configuration set up and one day training of \$5,348, and annual software updates and support for \$598, to be paid from the Nutrition Services Fund, and authorized the Superintendent or designee to execute the necessary documents.
Employer-Employee Relations/Personnel Report 2014/15 #3	Ratified Employer-Employee Relations/Personnel Report 2014/15 #3, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.
Approval of Student Teaching Agreement with California State University, Los Angeles	Ratified the student teaching agreement with California State University, Los Angeles, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Consultant Agreement with Ms. Ashlynn Carberry to Provide After-School Coaching Services for the 2014/15 School Year	Ratified the consultant agreement with Ms. Ashlyn Carberry to provide after-school coaching services for the 2014/15 school year, in the amount of \$500, not to exceed \$500, to be paid from the monies secured by the Lowell Joint Education Foundation donation, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Jody Green to Provide Technology Training at Olita Elementary School for the 2014/15 School Year

Ratified the consultant agreement with Jody Green to provide technology training at Olita Elementary School for the 2014/15 school year, at an hourly rate of \$75.00, and not to exceed \$750.00, to be paid from Olita Elementary School Site Title I Funds, and authorized the Superintendent or designee to execute the necessary documents.

BOARD MEMBER/  
SUPERINTENDENT  
COMMENTS

Mr. Barber stated on behalf of the Board of Trustees, "Dr. Howell you did a remarkable job with Lowell Joint. You joined Lowell Joint at a difficult time. The District needed to implement a fiscal recovery plan and without your leadership, the fiscal shape of the District was quickly turned around and the needs of the students never wavered. We are forever grateful."

ADJOURNMENT

President Schambeck declared the meeting adjourned at 8:25 p.m. in accordance with Government Code Section 54956.9 (a, b, c) and indicated no further public action would be taken.

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Clerk/President/Secretary to the Board of Trustees

Date Approved:

\_\_\_\_\_, 2014