

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
June 29, 2015

- CLOSED MEETING**                      President Shackelford 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**                      President Shackelford reconvened the meeting to open session at 7:30 p.m.
- The flag salute was led by Mrs. Anastasia M. Shackelford, Board President.
- Trustees Present:       Darin W. Barber, William A. Hinz, Brandon A. Jones, Fred W. Schambeck, and Anastasia M. Shackelford.
- Trustees Absent:       None.
- Staff Present:           Bonnie Bell, Superintendent; Sheri McDonald, Assistant Superintendent of Instruction, and Andrea Reynolds, Assistant Superintendent of Administrative Services
- REPORTING OUT ACTION (IF ANY) TAKEN IN CLOSED SESSION**                      The Board took action to approve (5 – 0) to approve the settlement agreement for Student Identification Number: 7461630674.
- INTRODUCTION/WELCOME**                      President Shackelford welcomed CSEA President Darleene Pullen, LJEA President Allison Fonti, guests, and staff members present.
- ACKNOWLEDGEMENT OF CORRESPONDENCE**                      None.
- APPROVAL OF AGENDA**                      It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the June 29, 2015, Board agenda.
- APPROVAL OF MINUTES**                      It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the June 15, 2015, Board Meeting.

TOPICS NOT ON THE  
AGENDA

None.

TIMELY INFORMATION  
FROM THE BOARD  
AND  
SUPERINTENDENT

Dr. Bell shared that the Lowell Joint Education Foundation has elected a new slate of officers for the upcoming school year: President – Marty Tourville; Vice President – Darleene Pullen; Recording Secretary – Barbara Castillo; Corresponding Secretary – Sandy Peterson; and Treasurer – Melody Graham.

The last Foundation meeting of the year was truly bittersweet, as Glenn Sheppard resigned his Board of Directors position. Glenn was a great asset to the Lowell Joint Education Foundation and most recently held the Office of Secretary. In fact he had such big shoes to fill that the Directors split his Secretary position into two positions – Recording and Corresponding Secretary. The Board of Directors also chose unanimously to elect Carin Verdugo, to the open position on the Board. Carin is a parent of four children in our District – three will attend El Portal and one will be at Rancho-Starbuck next year. Dr. Bell further stated, Mrs. Verdugo is currently a teacher with the La Habra City School District and her father-in-law is David Verdugo, who currently serves on the LJEF Board of Directors. The Foundation Board of Directors also made decisions to donate funds for individual school technology grants for the upcoming school year as well as fund an additional after-school intramural activity at Rancho-Starbuck Intermediate School. We are excited to offer flag football in the fall to our students.

Certificated and Classified Personnel have been extremely busy interviewing for several open positions including, several elementary and secondary teaching positions, a Teacher on Special Assignment position, receptionist, Special Education Support Aides, and groundskeeper. We have been successful in filling most of these positions and will be finalizing the open positions in the next month.

Dr. Bell further stated that this past Friday and Saturday, she had the opportunity to attend ACSA's Leading the Leaders Symposium. This is a series of four 2-day sessions for new superintendents. She wanted to thank the Board for supporting her enrollment in this program - it has truly been beneficial.

Follow-up to a question at our last Board meeting. Jan Jacobsen has served students in the Lowell Joint School District since 1978.

Lastly, certainly is probably the most exciting news comes from our negotiations with CSEA. We have a tentative agreement and will be bringing a recommendation for approval to the August 17 Board meeting.

SUBMISSION OF  
WILLIAMS LITIGATION  
SETTLEMENT –  
QUARTERLY UNIFORM  
COMPLAINT REPORT  
FOR QUARTER  
APRIL 1 – JUNE 30, 2015

It was moved, seconded, and carried by unanimous vote (5 – 0) to submit the William Litigation Settlement – Quarterly Uniform Complaint Report for Quarter April 1 – June 30, 2015, with zero complaints, and authorized the Superintendent or designee to execute the documents.

DISTRICT LOCAL  
CONTROL  
ACCOUNTABILITY  
PLAN

It was moved, seconded, and carried by unanimous vote (5 – 0) to adopt the District Local Control Accountability Plan as submitted, and authorized the Superintendent or designee to execute the documents.

UPDATE/REVISION  
BOARD POLICY

A new Board Policy 1311, Civility, was presented for first reading/information at the June 15, 2015, Board meeting.

The Board of Trustees further discussed the need for a civility policy.

It was moved, seconded, and carried by vote (4 – 1) to adopt Board Policy 1311, Civility, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF THE  
LOWELL JOINT  
SCHOOL DISTRICT  
MISSION STATEMENT  
AND STRATEGIC  
GOALS

It was moved, seconded, and carried by unanimous vote (5 – 0) to adopt the Lowell Joint School District Mission Statement and Strategic Goals, as attached, and authorized the Superintendent or designee to execute the necessary documents.

ADOPTION OF THE  
PROPOSED 2015/16  
BUDGET

Ms. Reynolds shared that Governor Brown signed the budget for 2015/16, with minor changes from the May Revise Budget. Ms. Reynolds reviewed the changes and explained that they will be incorporated in the First Interim Report.

It was moved, seconded, and carried by unanimous vote (5 – 0) to adopt the Proposed 2015/16 Budget, and authorized the Superintendent or designee to execute the documents.

DECLARATION OF  
NEED FOR FULLY  
QUALIFIED  
EDUCATORS FOR THE  
2015/16 SCHOOL YEAR

It was moved, seconded, and carried by unanimous vote (5 – 0) to adopt the Declaration of Need for Fully Qualified Educators for the 2015/16 school year, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF THE  
2015/16  
CONSOLIDATED  
APPLICATION

It was moved, seconded, and carried by unanimous vote (5 – 0), to approve the 2015/16 Consolidated Application, and its submission to the California Department of Education, and authorized the Superintendent or designee to execute the necessary documents.

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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.
Warrant Listing Report 2014/15 #12	Approved Warrant Listing Report 2014/15 #12, which lists all warrants issued June 1, 2015, through June 15, 2015.
Purchase Order Report 2014/15 #12	Approved Purchase Order Report 2014/15 #12, which lists all purchase orders issued June 4, through June 17, 2015.
Resolution 2014/15 EA001 – EA006 for Budget Adjustments	Adopted Resolution 2014/15 EA001 – EA006 for budget adjustments, as attached, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Addendum to Whittier Christian High School Lease	Approved the addendum to the Lease Agreement dated September 11, 2011, with Whittier Christian High School, to increase the Fair Market Value to \$1.00 per square foot beginning September 1, 2015, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Dairy Piggyback Contract Agreement Between Lowell Joint School District and Clearbrook Farms for the 2015/16 School Year	Approved utilizing the dairy piggyback bid (No. 13/14-02 Downey Unified School District) contract agreement between Lowell Joint School District and Clearbrook Farms for the 2015/16 school year, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Produce Piggyback Contract Agreement Between Lowell Joint School District and Gold Star Foods for the 2015/16 School year	Approved utilizing the produce piggyback bid (San Gabriel Valley Food Services Co-Op RFP FS001:15-16 Fresh and Processed Produce) contract agreement between Lowell Joint School District and Gold Star Foods for the 2015/16 school year, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Frozen and Staple Piggyback Contract Agreement Between Lowell Joint School District and Gold Star Foods for the 2015/16 School Year	Approved utilizing the frozen and staple piggyback bid (Torrance Unified School District RFP #01.6.30.11 Frozen and Staple Food Products) contract agreement between Lowell Joint School District and Gold Star Foods for the 2015/16 school year, and authorized the Superintendent or designee to execute the necessary documents.
Employer-Employee Relations/Personnel Report 2014/15 #12	Ratified Employer-Employee Relations/Personnel Report 2014/15 #12, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.

Resolution 2014/15 No, 646 Declaring All Management, Confidential, and All Represented and Unrepresented Employee Salaries Indefinite for the 2015/16 School Year	Adopted Resolution 2014/15 No. 646 Declaring All Management, Confidential, and All Represented and Unrepresented Employee Salaries Indefinite for the 2015/16 School year, as attached, and authorized the Superintendent or designee to execute the necessary documents.
Approval of the Superintendent's Contract for July 1, 2015, through June 30, 2018	Approved the Superintendent's Contract for July 1, 2015, through June 30, 2018, and authorized the Superintendent or designee to execute the necessary documents.
Approval of the Assistant Superintendent of Administrative Services' Contract for July 1, 2015, through June 30, 2017	Approved the Assistant Superintendent of Administrative Services' contract for July 1, 2015, through June 30, 2017, and authorized the Superintendent or designee to execute the necessary documents
Approval of the Assistant Superintendent of Curriculum and Instruction's Contract for July 1, 2015, through June 30, 2017	Approved the Assistant Superintendent of Curriculum and Instruction's contract for July 1, 2015, through June 30, 2017, and authorized the Superintendent or designee to execute the necessary documents
Approval to Pay the Orange County School Boards Association Annual Membership for the 2015/16 School Year	Approved to pay the Orange County School Boards Association annual membership dues totaling \$125.00 for the 2015/16 school year, and authorized the Superintendent or designee to execute the necessary documents.
Approval to Pay the Whittier Area Chamber of Commerce Annual Membership for the 2015/16 School Year	Approved to pay the Whittier Area Chamber of Commerce annual membership dues totaling \$314.00 for the 2015/16 school year, and authorized the Superintendent or designee to execute the necessary documents.
Approval to Pay the La Habra Chamber of Commerce Annual Membership for the 2015/16 School Year	Approved to pay the La Habra Chamber of Commerce annual membership dues totaling \$275.00 for the 2015/16 school year, and authorized the Superintendent or designee to execute the necessary documents.

Approval to Pay Membership Dues for the Association for Supervision and Curriculum Development for the 2015/16 School Year

Approved to pay the Association for Supervision and Curriculum Development annual membership dues, not to exceed \$134.00, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Contract with Sylvia Witt, a Certified Auditory Verbal Therapist (AVT), to Conduct a Listening and Spoken Language Evaluation for the 2014/15 School Year

Ratified the contract with Sylvia Witt, a certified Auditory Verbal Therapist (AVT) to conduct a listening and spoken language evaluation for the 2014/15 school year, at a rate of \$140.00 per hour not to exceed \$1,400.00, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Contract with Sylvia Witt, a Certified Auditory Verbal Therapist (AVT), to Conduct a Listening and Spoken Language Evaluation for the 2015/16 School Year

Approved the contract with Sylvia Witt, a certified Auditory Verbal Therapist (AVT) to conduct a listening and spoken language evaluation for the 2015/16 school year, at a rate of \$140.00 per hour not to exceed \$1,400.00, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Services Agreement with Leader Services, Inc., for Medi-Cal LEA Billing Option Claiming Services for the 2015/16 School Year

Approved the agreement with Leader Services, Inc., to provide services related to the District's claiming reimbursement for the Medi-Cal LEA billing program, for the 2015/16 school year, at a rate not to exceed ten percent (10%) of funds generated, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement with Hillside Education Center, a Nonpublic Nonsectarian School, to Provide Special Education Services for the 2015/16 School Year

Approved the agreement with Hillside Education Center, a nonpublic nonsectarian school, to provide special education services for one District student, from July 1, 2015, through June 30, 2016, for a total cost of \$44,050.00, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement with Approach Learning and Assessment Centers, Inc., dba Olive Crest Academy, a Nonpublic Nonsectarian School, to Provide Special Education Services for the 2015/16 School Year

Approved the agreement with Approach Learning and Assessment Center, Inc., dba Olive Crest Academy, a nonpublic nonsectarian school, to provide special education services for two District students, from July 1, 2015, through June 30, 2016, for a total cost of \$82,288.80, and authorized the Superintendent or designee to execute the documents.

Approval of Agreement with Mary Kay Gallagher, Gallagher Pediatric Therapy, a Nonpublic Nonsectarian Agency, to Provide Occupational and Physical Therapy Services for the 2015/16 School Year

Approved the agreement with Mary Kay Gallagher, Gallagher Pediatric Therapy, a nonpublic nonsectarian agency, to provide occupational and physical therapy services for the 2015/16 school year, for an hourly rate of \$75.00 per hour for services rendered, not to exceed \$140,000, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Additional Individual Service Agreement with Mary Kay Gallagher, Gallagher Pediatric Therapy, a Nonpublic Nonsectarian Agency to Provide Occupational and Physical Therapy Services for the 2014/15 School Year

Approved the additional Individual Service Agreement (listed below) with Mary Kay Gallagher, Gallagher Pediatric Therapy, a nonpublic nonsectarian school, to provide occupational and physical therapy services for the 2014/15 school year, and authorized the Superintendent or designee to execute the necessary documents.

Student #:  
8116442291  
3107343870  
5619028410  
1174705391  
7747588102

Approval of Agreement with Rossier Park Elementary School, a Nonpublic Nonsectarian School, to Provide Special Education Services for the 2015/16 School Year

Approved the agreement with Rossier Park Elementary School, a nonpublic nonsectarian school, to provide special education services for one District student, from July 1, 2015, through June 30, 2016, not to exceed a total cost of \$43,634.11, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement with Orange County Superintendent of Schools for Students Transfer to the Community School Program and Special Schools

Approved the Orange County Superintendent of Schools for students transfer to the Community School Program and Special Schools Program, from July 1, 2015, through June 30, 2020, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Cameron Miller to Provide Before/After School Drumline at Rancho-Starbuck Intermediate School for the 2015/16 School Year

Approved the consultant agreement with Cameron Miller to provide before/after school drumline at Rancho-Starbuck Intermediate School for the 2015/16 school year, at an hourly rate of \$16.00 not to exceed \$6,000.00, to be paid from Rancho-Starbuck's Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Trina Dunford to Provide Choral Music Instruction at Jordan Elementary School for the 2015/16 School Year

Approved the consultant agreement with Trina Dunford to provide choral music instruction for the 2015/16 school year at Jordan Elementary School, at an hourly rate of \$15.00 not to exceed \$3,500.00, to be paid from Jordan Elementary School's Donation Account, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Jan Jacobsen to Provide Art Instruction at Meadow Green Elementary School for the 2015/16 School Year

Approved the consultant agreement with Jan Jacobsen to provide art instruction for the 2015/16 school year for Meadow Green Elementary School, at an hourly rate of \$21.00 not to exceed \$3,000.00, to be paid from Meadow Green Elementary School's Donation Account, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Jan Jacobsen to Provide Art Instruction at Olita Elementary School for the 2015/16 School Year

Approved the consultant agreement with Jan Jacobsen to provide art instruction for the 2015/16 school year for Olita Elementary School, at an hourly rate of \$21.00 not to exceed \$3,000.00, to be paid from Olita Elementary School's Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.



Approval of Consultant Agreement with Scarlett Brais to Provide Vocal Music Instruction at Meadow Green Elementary School for the 2015/16 School Year

Approved the consultant agreement with Scarlett Brais to provide vocal music instruction for the 2015/16 school year for Meadow Green Elementary School, at an hourly rate of \$25.00 not to exceed \$6,000.00, to be paid from Meadow Green Elementary School's Donation Account, and authorized the Superintendent or designee to execute the necessary documents.

BOARD MEMBER/  
SUPERINTENDENT  
COMMENTS

Dr. Bell took the opportunity to pay tribute to the Board of Trustees with their accomplishment for the past school year. She shared:

“Did you know you have had 12 regular Board meetings and 8 special board meetings for a total of 20 meetings this school year to conduct the business of the School District?”

Did you know you have collectively updated and approved 17 Board Policies to guide the work of the District?

Did you know you took the time to honor and recognize 22 different staff and students during regular Board sessions?

BOARD MEMBER/  
SUPERINTENDENT  
COMMENTS  
Continued

Did you know you had some incredible accomplishments? Some of the highlights include:

- The hiring of a new Superintendent to manage the daily operations of the District.
- The approval of the contract with the Lowell Joint Education Association
- You signed a new lease agreement with Whittier Christian High School that will garner additional revenue
- Updated the District's Mission Statement to provide a written declaration of Lowell Joint's core purpose
- Developed new Strategic Goals to communicate key focus areas
- Purchased new textbooks for elementary mathematics to provide support to teachers as they transition to new content standards
- Approved a raise for certificated, and unrepresented personnel to show employees they are valued

You have truly accomplished a great deal this year and I know the public and I applaud your efforts!”

The Board of Trustees thanked Dr. Bell for sharing this information.

ADJOURNMENT

President Shackelford declared the meeting adjourned at 8:38 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:

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