

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
October 3, 2011

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 Andrea Reynolds, Assistant Superintendent of Administrative Services.</p> <p>Trustees Present: Darin W. Barber, William A. Hinz, James A. Najera, Fred W. Schambeck, and Anastasia M. Shackelford.</p> <p>Trustees Absent: None.</p> <p>Staff Present: Patricia A. Howell, Superintendent; Tiffany Rudek, Assistant Superintendent for Instruction; 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, LJEA Co-Presidents Allison Fonti and Teresa Herman, and guests.
ACKNOWLEDGEMENT OF CORRESPONDENCE	<p>Mrs. Shackelford shared that Olita Elementary School recently implemented a new policy regarding the gates on campus. A parent came to her and expressed her concern. Mrs. Shackelford advised her to speak with the principal, Mrs. Van Hoogmoed, and was proud to say that Mrs. Van Hoogmoed resolved the issue beautifully.</p> <p>Mr. Barber expressed that he received emails from Macy parents that were informative and helpful.</p>
APPROVAL OF AGENDA	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the October 3, 2011, agenda
APPROVAL OF MINUTES	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the September 13, 2011, Board Meeting.
TOPICS NOT ON THE AGENDA	None.

TIMELY INFORMATION None.
FROM THE BOARD
AND
SUPERINTENDENT

SCHOOL REPORTS

Mr. Najera shared that El Portal Elementary School held their student council elections for the fall semester. Congratulations to all who were elected as student council members. El Portal will have its first Awards Ceremony on October 7, at 2:00 p.m., in the quad to celebrate our top students of September and all of the students who hard work on last years CST's. On Wednesday, October 12, the third and fourth grade students will have a Columbus Day Celebration. The celebration will include a Reader's Theatre and other organized activities. Red Ribbon Week kicks off on October 24, with daily crazy activities put on by Student Council and the PTA. El Portal will end the month with its annual Halloween Parade, at 10:00 a.m., on October 31.

Mr. Barber reported that Jordan Elementary School is having its monthly Citizenship Assembly on Friday, October 7, at 11:00 a.m. The Jordan PTA will host their monthly meeting on Tuesday, October 18, beginning at 8:45 a.m. Jordan's Red Ribbon Celebration Week will be from October 24 to October 28. The PTA has scheduled various activities for this week. Jordan ends the month with its annual Halloween Parade on October 31, 2011, beginning at 8:45 a.m.

Mr. Schambeck shared Meadow Green held its first PRIDE Assembly on Friday, October 7. Students were recognized for exemplifying the character education trait of respect. Forty-three students were also recognized for their participation in local summer reading programs. Meadow Green students and families are invited to participate in National Walk to School Day on Wednesday, October 5. Meadow Green will hold two School Site Council meetings in October. The first will be on October 19, 2011. The Council will receive training on their roles and responsibilities as committee members. They will receive a copy of the School's Single Plan for Student Achievement and provide input and vote on the plan during the October 26, 2011 meeting. An ELAC meeting is also calendared for October 17, at 8:00 a.m. Red Ribbon Week will be celebrated the week of October 24. Many activities are planned to stress the No to Drugs message.

SCHOOL REPORTS
(CONTINUED)

Mr. Hinz reported on Friday, October 7, Macy will hold its first Awards Assembly for Very Important Person and Student of the Month. The Character Education theme for September was Responsibility. Macy families are looking forward to Macy's PTA 3rd Annual Fall Carnival. The Carnival is on Saturday, October 22, from 10:00 a.m. to 3:00 p.m. To continue to promote a healthy lifestyle and making good healthy choices all year long; Macy will celebrate "Healthy Lifestyle's Week" beginning Monday, October 24, with the following activities: Monday – 'Sock it to Bad Choices' (wear mix-matched socks); Tuesday – 'Crazy for Healthy Choices' (wear a crazy hat); Wednesday – 'Show Your Commitment to Health' (wear red); and Thursday – 'Turn Your Back on Bad Choices' (wear shirts backwards). Lastly, Monday, October 31, students will dress up in their favorite costumes and parade through the school. Students are invited to bring in their previously decorated pumpkins for display on haystacks in the main hall.

Mrs. Shackelford stated that Olita's fall fundraiser kick-off happened on September 22. The students were pumped up to sell cheesecakes, gift wrap, and other items. A trip to Medieval Times, DJ party, and many other incentives were offered by the PTA to motivate our students to raise money for our PTA. Olita is preparing for our annual Walk to School Day on Wednesday, October 5. Students will meet Mrs. Van Hoogmoed at Oeste Park by 8:00 a.m. Students will begin their trek to school while observing things around them, such as different leaves and flowers. Participants will receive a charm for their spirit necklaces. Our After School Intervention classes have begun. We are offering nine classes per week for students to receive intensive instruction in areas of need. Students from Kindergarten through sixth grade will stay after school and work on ELA skills for the next six weeks. Our Intervention teachers are excited and have worked with the general education teachers to provide a meaningful curriculum to boost skills.

Mr. Schambeck concluded that the first REACH assembly of the year took place on Friday, September 30. The eighth grade REACH card holders were honored for their achievements and the teachers provided entertainment as a reward for funds brought in by the magazine drive. During the assembly, students who raised their CST scores by 10 points or more were also rewarded and honored with an ice cream party. Each day of Red Ribbon Week will be filled with activities, games, and dress up themes that will focus on saying "No to Drugs." Power Start and Power Finish, the school tutoring program, has begun three days a week. Rancho is grateful to have volunteers along with staff members helping us with this program.

RESOLUTION 2011/12
NO. 557 DESIGNATING
OCTOBER 2011 AS
“CHARACTER
EDUCATION MONTH”

It was moved, seconded, and carried by unanimous roll call vote, (5 – 0) to adopt Resolution 2011/12 No. 557 designating October 2011 as “Character Education Month,” and authorized the Superintendent or designee to execute the necessary documents.

SUBMISSION OF
WILLIAMS LITIGATION
SETTLEMENT –
QUARTERLY UNIFORM
COMPLAINT REPORT
FOR QUARTER JULY 1 –
SEPTEMBER 30, 2011

It was moved, seconded, and carried by unanimous vote (5 – 0) to approve the submission of Williams Litigation Settlement – Quarterly Uniform Complaint Report for Quarter July 1 – September 30, 2011, reflecting zero complaints to the Los Angeles County Office of Education and the Orange County Department of Education, and authorized the Superintendent or designee to execute the necessary documents.

REVISION TO BOARD
POLICY 4040,
ACCEPTABLE USE OF
TECHNOLOGY AND
ELECTRONIC
INFORMATION
RESOURCES

At the November 5, 2007, Board meeting Board Policy 4040, Acceptable Use of Technology and Electronic Information Resources was adopted. With the rapid growth of technology and electronic information resources, it is imperative that the District updates current Board Policies and accompanying Administrative Regulations with current regulations and procedures, and disseminate updated information. These were presented for First Reading/Information and will be included on the October 17 Board agenda for approval.

REVISIONS TO BOARD
POLICY 2100,
ADMINISTRATIVE
STAFF ORGANIZATION;
BOARD POLICY 2110.1,
ORGANIZATION CHART;
BOARD POLICY 2300,
CONFLICT OF INTEREST
CODE: DESIGNATED
PERSONNEL; AND
BOARD BYLAW 9270,
CONFLICT OF INTEREST
CODE

The Political Reform Act requires that every multi-county agency review its conflict of interest code biennially and notify the Fair Political Practices Commission whether the Agency’s code needs to be amended. Therefore, the District has reviewed Board Policy 2100, Administrative Staff Organization; Board Policy 2110.1, Organization Chart; Board Policy 2300, Conflict of Interest Code: Designated Personnel; and Board Bylaw 9270, Conflict of Interest Code, and updated each accordingly. These were presented for First Reading/Information and will be included on the October 17 Board agenda for approval.

October 3, 2011

APPROVAL OF THE
MEMORANDUM OF
UNDERSTANDING
WITH THE CALIFORNIA
SCHOOL EMPLOYEES
ASSOCIATION
IMPLEMENTING A
REDUCTION OF ONE
FURLOUGH DAY FOR
THE 2011/12 SCHOOL
YEAR (RESTORATION
OF ONE STUDENT
INSTRUCTION DAY) IN
THE 2011/12 SCHOOL
YEAR AND AB 1200

It was moved, seconded, and carried by unanimous vote (5 – 0) to approve the Memorandum of Understanding with the California School Employees Association implementing a reduction of one furlough day for the 2011/12 school year (restoration of one student instruction day) and AB 1200, as attached, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF
CLASSIFIED SALARY
SCHEDULE
IMPLEMENTING A
REDUCTION OF ONE
FURLOUGH DAY FOR
THE 2011/12 SCHOOL
YEAR (RESTORATION
OF ONE STUDENT
INSTRUCTION DAY)

It was moved, seconded, and carried by unanimous vote (5 – 0) to ratify the classified salary schedule implementing a reduction of one furlough day for the 2011/12 school year (restoration of one student instruction day), as attached, and authorized the Superintendent or designee to execute the necessary documents.

APPROVAL OF THE
MEMORANDUM OF
UNDERSTANDING
WITH THE CALIFORNIA
SCHOOL EMPLOYEES
ASSOCIATION FOR THE
CONTRACTING OUT OF
THE MAINTENANCE-
MECHANIC-GENERAL
CLASSIFIED POSITION

It was moved, seconded, and carried by unanimous vote (5 – 0) to ratify the Memorandum of Understanding with the California School Employees Association for the contracting out of the Maintenance-Mechanic-General classified position, as attached, and authorized the Superintendent or designee to execute the necessary documents.

API AND AYP
SIGNIFICANT
SUBGROUP
HISTORICAL
COMPARISON –
2008 – 2011

Tiffany Rudek, Assistant Superintendent of Instruction, presented to the Board the API and AYP Significant Subgroup Historical Comparison for the years 2008 through 2011 results for each of the schools and the District. Mrs. Rudek shared that the Academic Performance Index (API) is California’s accountability reporting system that looks at growth in the district/school’s performance and includes the CST, CMA, and CAPA tests in the API calculation. The significant subgroups in Lowell Joint School District are Hispanic, White, Socio-Economically Disadvantaged (SED), English Learners (EL), and Students with Disabilities (SWD).

The following subgroups 2011 API’s are as follows by site. Please note, not all sites will have each subgroup because the minimum criteria to have a subgroup may not have been met.

Site	Subgroup API				
	Hispanic	White	SED	EL	SWD
District	841	887	790	768	635
El Portal	846	910	812	784	
Jordan	804	838	754	746	
Macy	894	915			
Meadow Green	885	924	850		
Olita	832	864	788		
Rancho-Starbuck	820	876	771		

The Adequate Yearly Progress (AYP) is the Federal accountability reporting system that looks at the percentage of students meeting proficiency and uses the CST, CMA, and CAPA to determine whether a district/school has met its AYP. The criteria for meeting AYP is a participation rate of 95 percent; percent proficient in English/Language Arts and Math; an API of 710 or higher; and criteria must be met for students districtwide/schoolwide, as well as significant subgroups.

The following indicates the subgroups 2011 AYP percentage of students at or above proficient in English/Language Arts and mathematics. Please note, not all sites will have each subgroup because the minimum criteria to have a subgroup may not have been met.

Site	2011 Subgroup AYP									
	Hispanic		White		SED		EL		SWD	
	ELA	Math	ELA	Math	ELA	Math	ELA	Math	ELA	Math
District	65.2	66.9	76.5	75.2	53.3	57.2	46.6	55.9	37.5	37.5
El Portal	61.7	72.9	78.5	87.7	57	64.6	46.1	64.5		
Jordan	51.8	64.8	57.6	65.9	37	55.1	37.7	51.9		
Macy	75.7	78.1	84.6	80.7	62.5	59.7				
Meadow Green	70.4	74.8	79.1	84.9	61.2	67.3				
Olita	63.9	69.8	68.8	77.1	51.7	62.9				
Rancho-Starbuck	66.4	54.9	78.7	65.4	55.8	46.5				

Mrs. Rudek shared that the next steps are to develop SMART goals for individual subgroups, target students based on academic need, frequent monitoring of student progress, ensure instruction is matching the way students learn, and focus on becoming “Great.”

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.

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| Purchase Order Report 2011/12 #2 | Approved Purchase Order Report 2011/12 #2, which lists all purchase orders issued August 29, 2011, through September 21, 2011. |
| Warrant Listing Report 2011/12 #2 | Approved Warrant Listing Report 2011/12 #2, which lists all warrants issued August 29, 2011, through September 26, 2011. |
| Notice of Completion of Agreement with JAM Corporation for Fire Alarm Replacement at Olita Elementary School | Ratified the Notice of Completion Agreement with JAM Corporation for fire alarm replacement at Olita Elementary School in the amount of \$349,000, with August 29, 2011, as the date of acceptance, 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. |
| Employer-Employee Relations/Personnel Report 2011/12 #3 | Ratified Employer-Employee Relations/Personnel Report 2011/12 #3, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees. |
| Resolution 2011/12 No. 554 Regarding Layoff and Reduction of Hours of Classified Personnel | Adopted Resolution 2011/12 No. 554 Regarding Layoff and Reduction of Hours of Classified Personnel, as attached, and authorized the Superintendent or designee to execute the necessary documents. |
| Independent Consultant Agreement with One Child At A Time to Provide Special Education Consultation Services for the 2011/12 School Year | Ratified the consultant agreement with One Child At A Time to provide special education consultation services for the 2011/12 school year at a rate of \$150 per hour, not to exceed \$750, and authorized the Superintendent or designee to execute the necessary documents. |

Agreement with Oralingua School for the Hearing Impaired, a Nonpublic Nonsectarian School, to Provide Special Education Services for the 2011/12 School Year

Ratified the agreement with Oralingua School for the Hearing Impaired, a nonpublic nonsectarian school, to provide special education services for the 2011/12 school year, at the per unit rate cost of \$148.30 from July 1, 2011 through June 30, 2012, for a total cost of \$29,660.00, and authorized the Superintendent or designee to execute the necessary documents.

Destruction of Records

Approved the destruction of records, as attached, and authorized the Superintendent or designee to execute the necessary documents.

BOARD MEMBER/
SUPERINTENDENT
COMMENTS

Mr. Barber stated while out in the community he received compliments from Meadow Green families regarding Mrs. Kaneshiro.

He also shared that it doesn't go unnoticed when parents' actions speak louder than words. Lastly, Mr. Barber thanked his colleagues for their flexibility to change Board meeting dates.

Mr. Najera thanked Martha Leonard, Macy PTA President; Allison Fonti, LJE Co-President; and Darleene Pullen, CSEA President, for taking time to be on the Fullerton Joint Union High School District Student Attendance Calendar Committee.

Mr. Schambeck shared that one year the District was not in sync with Fullerton Joint's student attendance calendar and he received many phone calls from the community expressing their concern. Mr. Schambeck also stated that we do what we can to ensure that the student attendance calendars are in sync.

Mr. Schambeck stated that the date of the Board Meeting on Monday, November 7, has been changed to Tuesday, November 8, 2011.

ADJOURNMENT

President Schambeck declared the meeting adjourned at 8:30 p.m. in accordance with Government Code Section 54956.9 (a, b, c) and indicated no further public action would be taken.

Clerk/President/Secretary to the Board of Trustees

Date Approved:

_____, 2011