

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
June 3, 2013

CLOSED MEETING	President Hinz called the meeting to order at 6:00 p.m. at the District Office, 11019 Valley Home Avenue, Whittier. President Hinz declared the meeting recessed to closed session at 6:01 p.m.
CALL TO ORDER	<p>President Hinz reconvened the meeting to open session at 7:30 p.m.</p> <p>The flag salute was led by Mrs. Tiffany Rudek, Assistant Superintendent of Instruction.</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; Tiffany Rudek, Assistant Superintendent for Instruction; and Andrea Reynolds, Assistant Superintendent of Administrative Services.</p>
REPORTING OUT ACTION (IF ANY) TAKEN IN CLOSED SESSION	This evening in closed session, the Board took action (4 – 0 – 0) to deny a claim for damages from representatives of student #2147510215. Due to a possible conflict of interest, Darin Barber, Board Member, was excused from closed session during the discussion of this item and did not vote.
INTRODUCTION/ WELCOME	President Hinz welcomed all guests that were present.
ACKNOWLEDGEMENT OF CORRESPONDENCE	None.
APPROVAL OF AGENDA	<p>It was moved, seconded, and carried by unanimous vote, (5 – 0) to amend Item IX-A13, adding AMTEK Construction, as the awarded bid contractor for the District-Wide Telephone Replacement Project.</p> <p>It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the June 3, 2013, agenda.</p>
APPROVAL OF MINUTES	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the May 6, 2013, Board meeting.
TOPICS NOT ON THE AGENDA	None.

TIMELY INFORMATION
FROM THE BOARD
AND
SUPERINTENDENT

Dr. Howell shared that the bulletin boards in the Board Room were prepared by Debbie Opfer, Kindergarten teacher, and Barbara Castillo, third grade teacher, both from Jordan Elementary School.

Dr. Howell was able to attend both the Rancho-Starbuck band concert and choir concert. She shared that the groups did an outstanding job.

Rancho-Starbuck Top 100 Banquet is on Tuesday, June 4, at 6:30 p.m. at the La Habra Community Center.

SCHOOL REPORTS

Mrs. Shackelford shared that Meadow Green Elementary School will have their Volunteer Tea Breakfast tomorrow, June 4, at 7:45 a.m. in the multi-use for all of the school volunteers. Senior Friends' Day will follow beginning at 9 a.m. Students in first, second, and third grade who have participated in the Rotten Ralph Reading Program will celebrate their efforts with a puppet show and ice cream sundaes the afternoon of June 6. Two PRIDE assemblies are scheduled for June. Citizenship, PRIDE, and Presidential awards will be distributed at the June 7 assembly, and on June 14 we will have our final PRIDE prize drawings for the school year. Leadership teams will sponsor an activity day for all students on June 11. Sixth graders will have their celebration day on June 13, and the end of the year class parties for all other grade levels will be on June 14.

Mr. Barber shared that Jordan Elementary School is having their monthly Citizenship Assembly on Friday, June 7, at 11:00 a.m. Jordan is looking forward to their yearly talent show on Tuesday, June 11, at 9:00 a.m. Jordan PTA held their annual Volunteer Tea Brunch today for all the wonderful volunteers who take time out of their day to help at the school. The End-of-Year Assembly will be held on Thursday, June 13, at 9:00 a.m. Lastly, Friday, June 14, is Jordan's sixth grade party and the PTA will host a field day for all students.

Mr. Hinz stated that Macy Elementary School's second grade students attended Heritage Park today to culminate their Ancestry Unit and the Kindergarten classes will visit KidsSpace Museum on June 4. These field trips are sponsored by the Macy PTA. Macy's Volunteer Tea will be held on Friday, June 7, in the multiuse room beginning at 9:30 a.m. On Monday, June 10, Senior Friends Day begins at 9:30 a.m. in the quad. Macy students are looking forward to our upper and primary grade talent shows. The upper grade talent show will begin at 9:30 a.m. in the quad on Thursday, June 6, and the primary grade talent show will also begin at 9:30 a.m. in the quad on Tuesday, June 11.

SCHOOL REPORTS
Continued

Mr. Schambeck shared that El Portal Elementary School held their Volunteer Tea/Wonder of Reading celebration on Friday, May 31. Our students sang patriotic songs and the staff provided refreshments to thank all of the wonderful people who have given so much time to El Portal this school year. El Portal held their annual Spring Fair also on May 31. The sixth grade band kicked off the activities at 3:15 p.m., and it was enjoyed by many. June 11 will be our Final Awards Assembly beginning at 8:45 a.m. We will honor all of our students and say final good byes to our sixth grade class. All students will wear all of the buttons they have accumulated/earned for their entire time they have been at El Portal on Wednesday, June 12. Then the yearbooks will be passed out.

Mr. Jones reported that Olita Elementary School's families on Wednesday, May 29, were entertained by our very own students. Mrs. Ramos, a very dedicated parent, put together our annual variety show. All the students had a great time performing and the audience was delighted! On May 30 and 31, Olita held the annual Kindergarten Roundup. Many young children came to school with their parents to learn about what being a kindergartener is all about. So many bright, eager faces anticipating the coming school year! On Thursday, June 13, we will be honoring the last of our monthly award winners at an assembly. This is our final assembly of the year and we will have many students who will be awarded with perfect attendance awards, sixth graders earning the Presidential Award, and many others.

Lastly, Mr. Hinz shared that Rancho-Starbuck Junior High School's Top 100 celebration takes place on June 4. Our guest speakers are former Rancho students Sarah Pfaff and Coleen Jacobsen. We are looking forward to this special celebration at the La Habra Community Center. Our drama production, a collection of poetry performances written by students, takes place June 5. Our band and choir were busy with final concerts on May 29 and May 30. Our school talent show is scheduled for June 7. Our final awards assembly will take place on June 10 and yearbooks will be distributed that day. Graduation speakers have been chosen and graduation takes place on June 14 beginning at 9:30 a.m.

**UPDATED/REVISED
BOARD POLICIES**

The District must update current Board Policies and accompanying Administrative Regulations regarding: Acceptable Use of Technology (BP 4040); Animals at School (BP 6163.2); and Student Use of Technology (BP 6163.4), with current regulations and procedures. The proposed updated/revised Board Policies have been shared with representatives of the certificated and classified employee groups and administrators. Further input is welcome and the revised Board Policies will be included on the June 18, 2013, Board agenda for second reading and approval.

Mr. Barber shared how important it is to have the District's Board Policies up-to-date and thanked the Superintendent for taking the time to update the policies yearly.

**PUBLIC HEARING:
RESOLUTION 2012/13
NO. 600 UTILIZATION
OF CATEGORICAL
FUNDING FLEXIBILITY
FOR THE 2013/14
SCHOOL YEAR**

The Budget Act of 2009 granted local school agencies the authority to use the funds received from the state for Tier III programs for “any educational purpose, to the extent permitted by federal law.” The flexibility to transfer funds from these programs is authorized for five years, through 2014/15.

A Public Hearing was opened at 7:45 p.m. and no public comments were received. The Public Hearing was closed at 7:46 p.m.

It was moved, seconded, and carried by unanimous roll call vote (5 – 0), to adopt Resolution 2012/13 No. 600, Utilization of Categorical Funding Flexibility for the 2013/14 school year, as attached, and authorized the Superintendent or designee to execute the necessary documents.

**GOVERNOR’S MAY
REVISE BUDGET**

Ms. Andrea Reynolds, Assistant Superintendent of Administrative Services, shared the highlights of the Governor Brown’s May Revise. School Services of California, Inc., (SSC) has stated that although there is economic growth, it is at a slow pace. The Local Control Funding Formula (LCFF) remains the centerpiece of the Governor’s State Budget proposal. With LCFF different from the January proposal, the May Revise added very restrictive accountability procedures, buys down deferrals faster than planned, and also funds the Common Core State Standards implementation on a one-time basis. The overall assessment of the May Revise from SSC states that the LCFF is a very complicated plan that is poorly understood, has unresolved issues, and restrictions are already becoming prevalent. Could a three-point modification of the current system be introduced instead of a new formula altogether? SSC believes the Governor’s policy objectives could be achieved without complexity and controversy introduced by the LCFF.

**DISTRICT-WIDE
TELEPHONE
REPLACEMENT
PROJECT UPDATE**

Ryan Gaviola, Director of Technology, and Jerry Vincent, Project Manager Consultant, provided the Board of Trustees with an update of the District-wide Telephone Replacement Project. Mr. Vincent shared that the District is right on task. The total cost of the project is \$795,307, which is \$53,317 more than originally planned due to the cost of labor. On June 17, the contractor will begin construction and the anticipated completion date of the project is set for early Fall, 2013. Mr. Vincent also stated that all Facility Use Permits have been cancelled for the summer.

Mr. Gaviola shared the E-rate forms have been filed for funding in 2013/14, and the recurring costs are eligible for E-rate reimbursement. Jive Communications will begin after July 1, 2013, and will follow the contractor to install the telephone equipment. Training of site staff/teachers will be scheduled for mid-August.

2012 BASE API
PRESENTATION

Mrs. Tiffany Rudek, Assistant Superintendent of Instruction, presented the 2012 Base Academic Performance Index (API) information for the District and the schools.

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. (Mr. Jones abstained from voting on agenda item IX-A2, Warrant Listing 2012/13 #11.)

Purchase Order Report
2012/13 #11

Approved Purchase Order Report 2012/13 #11, which lists all purchase orders issued April 24, 2013, through May 20, 2013.

Warrant Listing Report
2012/13 #11

Approved Warrant Listing Report 2012/13 #11, which lists all warrants issued April 29, 2013, through May 20, 2013.

Authorization to Make
Appropriation Transfers

Approved the County Superintendent of Schools to make appropriation transfers necessary at the close of the school year 2012/13 to permit payment of obligations of the District incurred during such school year, in accordance with the provisions of Education Code Section 42601, and authorized the Superintendent or designee to execute the necessary documents.

Resolution 2012/13 No.
581 Authorizing Cash
Borrowing for Temporary
Transfers from the Los
Angeles County Treasury

Adopted Resolution 2012/13 No. 581, Authorizing Cash Borrowing for Temporary Transfers from the Los Angeles County Treasury, as attached, and authorized the Superintendent or designee to execute the necessary documents.

Resolution 2012/13 No.
586 Authorizing
Temporary Cash
Borrowing Between Funds

Adopted Resolution 2012/13 No. 586, Authorizing Temporary Cash Borrowing Between Funds, as attached, and authorized the Superintendent or designee to execute the necessary documents.

Resolution 2012/13 No.
590 Request for Annual
Delegation of
Administrative Authority
to Process Routine Budget
Revisions, Adjustments
and Transfers

Adopted Resolution 2012/13 No. 590, Request for Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments and Transfers, and authorized the Superintendent or designee to execute the necessary documents.

Resolution 2012/13 No. 593 Approving Assignment of Delinquent Tax Receivables to the California Statewide Delinquent Tax Finance Authority for the Fiscal Years Ending June 30 in Each of the Years 2011 through 2013, and Authorizing Execution and Delivery of Related Documents and Actions	Adopted Resolution 2012/13 No. 593 Approving Assignment of Delinquent Tax Receivables to the California Statewide Delinquent Tax Finance Authority for the Fiscal Years Ending June 30 in Each of the Years 2011 through 2013, and Authorizing Execution and Delivery of Related Documents and Actions, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Agreement with The Liquidation Company (TLC) Contract for Sale/Disposal of Surplus District Personal Property	Approved the agreement with The Liquidation Company (TLC) for sale/disposal of surplus district personal property, with 35 percent of the gross sales amount as their fee for service and remits the balance to the District, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Amended Contract Agreement with All City Management Services, Inc., for Crossing Guard Services	Approved the amended contract agreement with All City Management Services, Inc., providing crossing guard services for the 2013/14 school year, at an amount not to exceed \$8,570, and authorized the Superintendent or designee be authorized to execute the necessary documents.
Approval of Agreement with Vavrinek, Trine, Day & Co., LLP, for Financial Consulting Services	Approved the agreement with Vavrinek, Trine, Day & Co., LLP, for financial consulting services from July 1, 2013, through December 31, 2016, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Agreement with Reynolds Consulting Group, Inc.	Approved the agreement with Reynolds Consulting Group, Inc., to assist the District in the preparation and filing of reimbursement claims and estimated claims for the costs of certain programs mandated by the State of California for the period of July 1, 2013, through June 30, 2014, for the filing of 2012/13 claims which are due during the 2013/14 school year, at a cost of \$2,500 per year, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Agreement with Interquest Detection Canines	Approved the agreement with Interquest Detection Canines, for canine detection services at Rancho-Starbuck Intermediate School for the period September 2013 through June 2014, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Award of Contract for the District-Wide Telephone Replacement Project Emergency Resolution 2012/13 No. 589

Approved the award of contract for the District-Wide Telephone Replacement Project Emergency Resolution 2012/13 No. 589, to AMTEK Construction, as a qualified bidder, at the lowest price, who will provide the best value to the District and will meet the scheduled needs for the District-Wide Telephone Replacement Project, at a cost of \$471,582, and authorized the Superintendent or designee to execute the necessary documents.

Employer-Employee Relations/Personnel Report 2012/13 #11

Ratified Employer-Employee Relations/Personnel Report 2012/13 #11, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.

Approval of Agreement with Project Lead the Way, Inc.

Ratified the agreement with Project Lead the Way, Inc., for a Gateway to Technology program that creates a strong foundation for further STEM (Science, Technology, Engineering, and Math) learning in high school and beyond, at a cost not to exceed \$6,750 per year and will be funded through Rancho-Starbuck Intermediate School's Site Allocation Fund, and authorized the Superintendent or designee to execute the necessary documents.

BOARD MEMBER/
SUPERINTENDENT
COMMENTS

Mr. Jones attended Rancho-Starbuck Intermediate School's Project Based Learning Presentation. The project was an Anti-Bullying Campaign. Three to six students worked as a team, came up with the idea for the project, and shared with other students how to prevent bullying and the signs of what bullying may look like. The presentation was enlightening.

Mrs. Shackelford shared that Mrs. Cruz and Mrs. Saiva, Olita Elementary School teachers, will have another parent night to share educational summer activities on Thursday, June 7, at 7:00 p.m. in the Multiuse Room at Olita Elementary School. She stated that these teachers do a fabulous job sharing tips on how to keep your students engaged with homework.

Mrs. Shackelford also shared that Olita Elementary School's Variety Show was a huge success. Mrs. Ramos, the coordinator, does an amazing job and it is evident by the turn-out. Unfortunately, this is Mrs. Ramos' last year coordinating the Variety Show because her sixth grade student will promote to Rancho-Starbuck.

Mr. Barber was able to attend Jordan's Back-to-School Night. The classrooms and campus looked great.

Mr. Barber shared that there is a concern about 6th grade parties being held on the last day of school. There appears to be conflicts for those families who have an 8th grade student graduating from Rancho-Starbuck.

ADJOURNMENT

President Hinz 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:

_____, 2013