

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
November 5, 2012

CLOSED MEETING	President Barber called the meeting to order at 6:30 p.m. at the District Office, 11019 Valley Home Avenue, Whittier. President Barber declared the meeting recessed to closed session at 6:31 p.m.
CALL TO ORDER	President Barber reconvened the meeting to open session at 7:30 p.m. The flag salute was led by Dr. Patricia Howell, Superintendent of Schools. Trustees Present: Darin W. Barber, William A. Hinz, James A. Najera, Fred W. Schambeck, and Anastasia M. Shackelford. Trustees Absent: None. Staff Present: Patricia A. Howell, Superintendent; Tiffany Rudek, Assistant Superintendent for Instruction; and Andrea Reynolds, Assistant Superintendent of Administrative Services.
REPORTING OUT ACTION (IF ANY) TAKEN IN CLOSED SESSION	None.
INTRODUCTION/WELCOME	President Barber welcomed CSEA President Darleene Pullen, LJEA Co-President Allison Fonti, and guests.
ACKNOWLEDGEMENT OF CORRESPONDENCE	Mr. Barber stated he received a thank you card from a staff member.
APPROVAL OF AGENDA	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the November 5, 2012, agenda.
APPROVAL OF MINUTES	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the October 15, 2012, Board Meeting minutes.
TOPICS NOT ON THE AGENDA	A concerned Macy PTA member and parent shared her concern about administrative/supervisory longevity stipends and believes the purpose of the PTA has moved from extra-curricular to curricular, as they recently donated funds to purchase ELMO projectors and music stands for the school.

TIMELY INFORMATION
FROM THE BOARD
AND
SUPERINTENDENT

Dr. Howell shared that the bulletin boards in the Board Room were prepared by Kerry Ospital, SUCSESS teacher; Shannon O'Connor, Special Education Support Aide; and Kerri Petrakis, sixth-grade teacher, all from Macy Elementary School.

Dr. Howell thanked all those who participated in the 6th Annual Lowell Joint Education Foundation 5K Family Turkey Trot and Wellness Fair on Saturday, November 3. Dr. Howell stated that last year we had 284 paid participants and this year the total was 357 paid participants.

Dr. Howell shared that Mr. Hinz challenged any current Lowell Joint student or staff member to cross the finish line before him and he would donate \$20.12 for each person. There was a total of 15 students and one staff member who won this challenge, and Mr. Hinz will now donate \$321.92 to the Lowell Joint Education Foundation.

Dr. Howell also announced that late Friday she learned that Rancho-Starbuck Intermediate School is eligible to apply for the 2013 California Distinguished School Award.

Mr. Barber and Mrs. Shackelford shared that they were able to attend their respective school's Halloween parade. Each of the parades were well attended and the students had great costumes.

Mrs. Shackelford also shared that on Saturday, November 10, Mr. Miguel Pola, a professional photographer with students at Olita Elementary School, will once again take pictures of those families interested and will donate 75 percent of the proceeds back to the school.

Mr. Najera was presented with a token of appreciation for his four years of service as a Board Member on behalf of the Board of Trustees, administration, staff, students, and the community.

Mr. Najera shared that the last four years have been a wonderful experience. 2008 was a monumental year for not only him but for our country. He appreciates the camaraderie, the great strides the District has made in the past years, and the great administrative leader in Dr. Howell. He thanked all the support staff and teachers for their part in making this District run.

SCHOOL REPORTS

Mr. Barber shared that Jordan Elementary School on Friday, November 2, held its monthly Citizenship Assembly for the month of October. For all the students hardwork on the CST, Jordan gained a 50 point increase in their API. Because of this 50 point increase, the students are being treated to an assembly called *Freestyle* on Wednesday, November 7. *Freestyle* is a BMX Stunt Show. Jordan students on Thursday, November 8, will learn how to conserve water and the impacts of water on the environment with a Water Assembly.

Mrs. Shackelford stated that Olita Elementary School on Thursday, November 1, students received the message that they can “Soar to the Sky” with an assembly focused on kites. This assembly is a culmination to our Red Ribbon Activities held last week. Students constructed their own kites to take home. On Friday, November 2, Olita held their monthly Citizenship Assembly and honored those students who made good choices. The character education theme for October was “Making Good Choices.” Olita teachers are working very hard to prepare report cards and anticipating parent conferences the week of November 13. The Kindergarten and first grade teachers have been working very hard with their new report cards to coincide with the Common Core Standards.

Mr. Najera reported El Portal Elementary School had a wonderful interactive performance of *Alice in Wonderland* by Rio Hondo College students on Friday, November 2. On that same day, the La Habra High School Football team returned to El Portal to tutor, read books, help in the computer lab and teach PE with the teachers to the students. El Portal will host a parent night, in the computer lab, on November 13, at 6:00 p.m. This informational meeting will show parents the different programs that their children use on campus and teach them how to download these software programs at home. On November 14, Kindergarten through second grade 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. The next awards ceremony for this month will be held on November 15, at 10:30 a.m. It will be El Portal’s first quarterly assembly for the school year. The students will participate in the world record for speed stacking to kick the assembly off. Speed stacking is an individual and team sport that involves stacking specialized plastic cups in specific sequences in as little time as possible.

SCHOOL REPORTS
Continued

Mr. Schambeck reported that Meadow Green Elementary School celebrated Red Ribbon Week with a variety of activities. There was a very creative potato patch full of decorated 'Spuds Who Don't Do Drugs'. Also, during that week students sported crazy hair, hats, socks, and ties. The PTA decorated the campus and morning announcements reinforced the 'Say No to Drugs' theme. Meadow Green had its first quarterly PRIDE Assembly on November 2, 2012, to recognize the Citizen's of the Month and PRIDE recipients for September and October. Parents and family members were invited to attend. Meadow Green is participating in a canned food drive for the holiday season from October 29 through November 14. A local food bank will be the beneficiary of the donated food. The week of November 12 - 16 will be minimum days. Parent teacher conferences will be held this week before and after school.

Mr Hinz expressed Macy Elementary School held their monthly awards assembly on Friday, November 2, for its October Character Education theme of "Making Good Choices." The fifth grade students will travel to Riley's Farm on Wednesday, November 7. This is a hand's on trip for the students which allows them to participate in activities that recreate Colonial America by making candles, visiting a blacksmith shop, make butter, smashing apples for cider, practicing family manners as seen in colonial times (i.e. the proper way to ask a girl to dance), doing calligraphy, learning to weave, and observing barn yard animals. On Friday, November 16, Kindergarten students will dress up as Pilgrims and Native American Indians and Kindergarten families will bring in Thanksgiving cheeses, fruits, pies, and cider for their enjoyment.

Mr. Barber shared Rancho-Starbuck Intermediate School's flex classes are in progress as Cycle 3 begins. Students are enjoying the enrichment time and grateful for the chance to have more time on concepts that need review. The next REACH assembly will take place on Thursday, November 15. Seventh grade students will receive their first REACH cards. Rancho is excited to again be participating in Junior Achievement. The first class session will take place after school on Friday, November 30. Students will learn how to save money and not just spend it, and what it takes to pay the monthly bills. This month, choir will visit a local college to listen to a variety of college choirs and sing for the college students! The college visit is scheduled for November 16. The drama students have the opportunity to attend the current La Habra High School production at Plummer Auditorium this month.

ESTABLISHMENT OF
DECEMBER 3, 2012, AS
THE ANNUAL
ORGANIZATIONAL
MEETING OF THE
BOARD OF TRUSTEES

Education Code Sections 35143 and 72000 require the Board of Trustees to hold an annual organizational meeting each year within a prescribed fifteen-day period. For 2012, this fifteen-day period is December 3 through December 14.

It was moved, seconded, and carried by unanimous vote (5 – 0), establishing Monday, December 3, 2012, at 7:30 p.m. 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.

PRESENTATION AND
APPROVAL OF SINGLE
PLANS FOR STUDENT
ACHIEVEMENT

Mrs. Tiffany Rudek, Assistant Superintendent of Instruction, presented highlights 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. The SPSA consolidates programs with the single target of improving academic achievement of all students with emphasis on those students most at risk of not meeting academic standards. Although State and Federal entitlements may limit how and for whom certain funds can be used, the intent is for school staff members to examine all funding sources and develop a single coordinated plan.

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.

ILLUMINATE PROGRAM
PRESENTATION

Mrs. Rudek shared highlights of the *Illuminate* Program. Mrs. Rudek explained teachers can use *Illuminate* to quickly gather data to ensure that the students understand what is being taught and re-teach to ensure proficiency. The *Illuminate* program is completely web-based and easy-to-use. *Illuminate* can run class and student reports, display assessment results, and scan student assessment data into the system for immediate analysis.

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.

Purchase Order Report
2012/13 #4

Approved Purchase Order Report 2012/13 #4, which lists all purchase orders issued October 1, 2012, through October 25, 2012.

Warrant Listing Report
2012/13 #4

Approved Warrant Listing Report 2012/13 #4, which lists all warrants issued October 9, 2012, through October 23, 2012.

Approval of Independent Contractor Agreement with Gerald J. Vincent, to Provide Special Services and Advice in the Areas of Maintenance, Operations, and Facilities Services	Ratified the independent contractor agreement with Gerald J. Vincent to provide special services and advice in the areas of maintenance, operations and facilities services at the rate of \$55 per hour, for a total amount not to exceed \$35,200, beginning October 1, 2012, and ending no later than June 30, 2012, and the Superintendent or designee be authorized to execute the necessary documents.
Employer-Employee Relations/Personnel Report 2012/13 #4	Ratified Employer-Employee Relations/Personnel Report 2012/13 #4, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.
Resolution 2012/13 No. 587 Regarding Layoffs and Reduction of Hours of Classified Personnel	Adopted Resolution 2012/13 No. 587, allowing the elimination of one (1) Special Education Support Aide (SESA) position due to lack of work and/or lack of funds, regarding layoff and reduction of hours of classified personnel, as attached, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Consultant/Service Agreement with Los Angeles County Sheriff's Department to Provide a Program "Success Through Awareness and Resistance (STAR)" Unit to Rancho-Starbuck Intermediate School for the 2012/13 School Year	Approved the consultant/service agreement with the Los Angeles County Sheriff's Department to provide a program "Success Through Awareness and Resistance (STAR)" unit to Rancho-Starbuck Intermediate School, for seventh grade students, at a total cost of \$2,609.51 to be paid through Rancho-Starbuck Intermediate School's Site Allocation Funds, and authorized the Superintendent or designee be authorized to execute the necessary documents.
Approval of Consultant Agreement with Wheels of Freestyle, Inc., to Provide a Celebratory Assembly at Jordan Elementary School on November 7, 2012	Approved the consultant agreement with Wheels of Freestyle, Inc., to provide an assembly to celebrate and recognize achievement in STAR test scores at Jordan Elementary School on November 7, 2012, at a total cost of \$950.00, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Memorandum of Understanding Between the Walnut Valley Consortium BTSA Induction Program and Lowell Joint School District for the 2012/13 School Year	Ratified the Memorandum of Understanding between Walnut Valley Consortium BTSA Induction Program and Lowell Joint School District for the 2012/13 school year, and authorized the Superintendent or designee to execute the necessary documents.

November 5, 2012

Approval of Consultant Agreement with Sarah Lawson to Provide Piano Accompaniment for Rancho-Starbuck Intermediate School Choir for September and October Only During the 2012/13 School Year

Ratified the consultant agreement with Sarah Lawson to provide piano accompaniment for Rancho-Starbuck Intermediate School choir for September and October only during the 2012/13 school year, at an hourly rate of \$20.00, and did not exceed \$170.00, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Melvin Lee Massie to Provide Piano Accompaniment for Rancho-Starbuck Intermediate School Choir for the 2012/13 School Year

Ratified the consultant agreement with Melvin Lee Massie to provide piano accompaniment for Rancho-Starbuck Intermediate School choir for the 2012/13 school year, at an hourly rate of \$50.00 and a total amount not to exceed \$500.00, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Independent Consultant Agreement with Rossier Educational and Mental Health Enterprises, Lowell Joint School District, and the Orange County Department of Education for the Provision of School-based Mental Health Services for the Period of November 5, 2012, through June 14, 2013

Ratified the independent consultant agreement with Rossier Educational and Mental Health Enterprises, Lowell Joint School District, and the Orange County Department of Education to provide school-based mental health services for the period of November 5, 2012, through June 14, 2013, for an hourly rate of \$80.00 per hour and a total amount not to exceed \$48,000, and authorized the Superintendent or designee to execute the necessary documents.

**BOARD MEMBER/
SUPERINTENDENT
COMMENTS**

Dr. Howell stated that Friday, November 9, is a District furlough day and Monday, November 12, is a holiday for the observance of Veterans' Day.

Mr. Hinz shared that tomorrow, Tuesday, November 6, is election day. Please take a moment to go out and vote, there are a lot of important issues on this ballot.

Mr. Barber apologized for not being able to attend the Turkey Trot.

Mr. Najera commented that tomorrow at least one new board member will be voted onto the Board of Trustees. He expressed his sincere appreciation and support from the Board over the last four years.

ADJOURNMENT

President Barber 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.

Clerk/President/Secretary to the Board of Trustees

Date Approved:

_____, 2012