

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
May 5, 2014

- CLOSED MEETING** President Schambeck called the meeting to order at 6:00 p.m. at the District Office, 11019 Valley Home Avenue, Whittier. President Schambeck declared the meeting recessed to closed session at 6:01 p.m.
- CALL TO ORDER** President Schambeck reconvened the meeting to open session at 7:30 p.m.
- The flag salute was led by Mrs. Rosie Blankenship, Executive Assistant to the Superintendent.
- Trustees Present: Darin W. Barber, William A. Hinz, Brandon A. Jones, Fred W. Schambeck, and Anastasia M. Shackelford.
- Trustees Absent: None.
- Staff Present: Patricia A. Howell, Superintendent; Tiffany Rudek, Assistant Superintendent of Instruction
- REPORTING OUT ACTION (IF ANY) TAKEN IN CLOSED SESSION** The Board has deliberated regarding the complaint filed in accordance with Board Policy 1321 (a) and accepts the findings and recommendations of the investigative report, (5 – 0). The Board directs the Assistant Superintendent of Administrative Services to notify the complaining party of the outcome in accordance with Board Policy.
- Also in Closed Session, the Board took action (5 – 0) to place Employee #SN3887239 on the 39-month Medical Rehire List effective May 6, 2014.
- INTRODUCTION/WELCOME** President Schambeck 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 May 5, 2014, Board agenda.
- APPROVAL OF MINUTES** It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the April 7, 2014, Board Meeting.

TOPICS NOT ON THE  
AGENDA

None.

TIMELY INFORMATION  
FROM THE BOARD  
AND  
SUPERINTENDENT

Mr. Schambeck shared that Doris Stoltenberg passed away on Saturday, May 3, 2014. Mrs. Stoltenberg was an employee for the District and headed the DARE program many years ago.

Dr. Howell congratulated Meadow Green Elementary School for being selected as a 2014 California Distinguished School. The celebration will take place on June 5, 2014.

Dr. Howell also shared that Holly Wolfe, Instructional Materials Clerk, decorated the Bulletin Board. Mrs. Wolfe used upcoming events, such as School Nurse Day, Day of the Teacher, Classified Employee Week, and Summer Reading as the theme for the Bulletin Board.

Rancho Starbuck Intermediate School's Drum Line placed 5<sup>th</sup> in the Junior High School Division at the American Drum Line Association Finals last Saturday, April 26, 2014.

That same Saturday, the 7<sup>th</sup> and 8<sup>th</sup> grade Math teams from Rancho-Starbuck received Bronze Medals in Problem Solving at the 2014 Mathematics Field Day, sponsored by Los Angeles County Office of Education.

Dr. Howell also shared that El Portal Elementary School had their first Innovation Day. Innovation Day is part of the Project Based Learning that is taking place at all the sites. El Portal students gathered in the morning, researched an idea, and presented their projects at the end of the day.

SCHOOL REPORTS

Mrs. Shackelford shared that Meadow Green Elementary School's fourth and sixth grade classes will enjoy on-site field trips. The theme for fourth grade is *A Walk through California* on May 7 and the sixth grade is *A Walk through Ancient Times* on May 23. A Volunteer Tea Breakfast will be held on May 21 at 7:45 AM in the multi-use for all of our school volunteers. This will be followed by our Senior Friends' Day at 9:00 AM. Two more PRIDE Assemblies are scheduled for this school year. On May 23, we will recognize students in the Character Education traits of Responsibility and Friendship. PRIDE awards will be presented to students who exhibit personal responsibility in daily effort. Twelve sixth graders will also be presented with the President's Award for Outstanding Academic Excellence. A final assembly will be held on the last day of school, May 30, for a school wide PRIDE drawing assembly.

SCHOOL REPORTS  
Continued

Mr. Barber stated Jordan Elementary School's PTA is gearing up to celebrate and honor Jordan's teachers and staff members. Starting today, the PTA has planned many different surprises for the all of Jordan Jaguar staff members. Jordan's Open House and Spring Sing will be on Thursday, May 15, beginning at 5:45 p.m. Following the Spring Sing classrooms will be open for visitations. The End-of-Year Assembly will be held on Wednesday, May 28, at 9:00 a.m. Lastly, Thursday, May 29, is Jordan's sixth grade party and the PTA will host a field day for all students.

Mr. Schambeck reported that El Portal Elementary School's PTA will host a luncheon to celebrate the Day of the Teachers, Nurses' Day, and celebrate all of our classified staff on May 6. El Portal's Open House is on May 8. We will have dinner in the quad area with Cilantros, beginning at 5:00 p.m. Our Science and Book Fairs will be held from 5:30 – 7:00 p.m., along with class visitations from 5:45 – 7:00 p.m. Special thanks to Mary Brewer for all of her work with the Book Fair. El Portal will hold their Spring Sing for our Volunteer Tea on Friday, May 16, beginning at 9:30 a.m. The event will begin with refreshments in the multiuse to honor all of our volunteers and the performance will begin at 10:15 a.m. On May 22, El Portal will have the annual Talent Show. We will have two shows: 9:30 a.m. for the students and 5:30 p.m. for our parents. There are 30 acts and a lot of talent. The last week of school activities: Tuesday will be our annual Button Day. Students will receive their yearbooks and we will begin the day with our final Awards Assembly at 8:45 a.m. in the Quad. On Wednesday, we will have the Christy Lane Dance-a-thon assembly and on Thursday we will have the year-end class parties.

Mr. Hinz stated that Macy Elementary School's staff and families are looking forward to Open House on Tuesday, May 13. Families will be able to visit classrooms from 6:00 p.m. to 7:00 p.m. Macy's Volunteer Tea will be held on Friday, May 16, in the multiuse room beginning at 9:30 a.m. On Monday, May 19, 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 primary grade talent show will also begin at 9:30 a.m. in the quad on Wednesday, May 21, the upper grade talent show will begin at 9:30 a.m. in the quad on Tuesday, May 27.

SCHOOL REPORTS  
Continued

Mr. Jones shared that at Olita Elementary School's students have been working very hard on the Smarter Balanced state testing. Students have done an excellent job with taking the test on the computers, and actually seem to prefer it over the paper and pencil versions. On Thursday, April 24, 2014, Mrs. Cruz and Mrs. Wood's fourth grade class enjoyed an afternoon ice cream party for winning the PTA membership drive for the year. We have had a very successful year and our PTA has been so supportive. Through all their efforts, our entire school has enjoyed the many assemblies and field trips that PTA sponsors. On Saturday, May 17, 2014, Olita will have a carnival for all Olita families and friends. Kids will have opportunities to play many games, eat yummy carnival food, pose with silly props in a photo booth, and kick up their heels to celebrate a great year. We will have vendors selling their products, silent auctions, and door prizes given away throughout the day. Come out between 11:00 a.m. and 3:00 p.m. if you'd like to join the fun.

Mr. Schambeck stated Rancho-Starbuck Intermediate School's month of May began with a field trip to the Jet Propulsion Laboratory for our Science Olympiad participants, as well as a combined band event for our 6 – 8 grade band students and LHHS students on May 1. Open House is on Wednesday, May 7. Along with Open House class visitations, Rancho will hold a book fair and art show. The drum line will perform during Open House on the basketball courts beginning at 7:00 p.m. The band and choir will be at competitions this month including a performance at Knott's Berry Farm. The choir concert is May 13 in Legacy Hall at the Southern California University Health Sciences College and the band concert is May 21 at the same location. Drama students will be performing poetry written by our students on Monday, May 19, with a school assembly following the next day, May 20. Last, but not least, all the graduation and year-end festivities take place at the end of this month. Disneyland is on May 22, Yearbook distribution is on May 23, final Awards Assembly May 27, 8<sup>th</sup> grade party on May 28, and lots of graduation practices!

APPROVAL OF  
AMENDMENT TO THE  
SCHEDULE OF  
REGULAR MEETINGS  
OF THE BOARD OF  
TRUSTEES OF THE  
LOWELL JOINT  
SCHOOL DISTRICT,  
2014  
ORGANIZATIONAL  
YEAR

It was moved, seconded, and carried by unanimous vote (5 – 0), to approve the amendment to the Schedule of Regular Meetings of the Board of Trustees of the Lowell Joint School, 2014 Organizational Year, reflecting June 2, 2014, regular board meeting being cancelled, and the addition of the June 25, 2014, board meeting, as attached, and authorized the Superintendent or designee to execute the necessary documents.

2014/15 GOALS AND  
PRIORITIES

Dr. Howell shared that the 2014/15 Goals and Priorities were drafted by the Principals and Superintendent and provide a focus for the investment of time, energy, and resources to guide the continued improvement of the instructional programs.

It was moved, seconded, and carried by unanimous vote (5 – 0), to approve the 2014/15 Goals and Priorities, and authorized the Superintendent or designee to execute the necessary documents.

RESOLUTION 2013/14  
NO. 614 PROCLAIMING  
MAY 7, 2014, AS  
“SCHOOL NURSES  
DAY”

It was moved, seconded, and carried by unanimous roll call vote (5 – 0) to adopt Resolution 2013/14 No. 614 recognizing May 7, 2014, as “School Nurses Day,” as attached, and authorized the Superintendent or designee to execute the necessary documents.

RESOLUTION 2013/14  
NO. 615 PROCLAIMING  
MAY 14, 2014, AS “DAY  
OF THE TEACHER”

It was moved, seconded, and carried by unanimous roll call vote (5 – 0) to adopt Resolution 2013/14 No. 615 proclaiming May 14, 2014, as “Day of the Teacher,” as attached, and authorized the Superintendent or designee to execute the necessary documents.

RESOLUTION 2013/14  
NO. 616 PROCLAIMING  
MAY 19 – 23, 2014, AS  
CLASSIFIED SCHOOL  
EMPLOYEE WEEK”

It was moved, seconded, and carried by unanimous roll call vote (5 – 0) to adopt Resolution 2013/14 No. 616 proclaiming May 19 – 23, 2014, as “Classified School Employee Week,” as attached, and authorized the Superintendent or designee to execute the necessary documents.

RESOLUTION 2013/14  
NO. 617 ORDER OF  
BIENNIAL TRUSTEE  
ELECTION AND  
SPECIFICATIONS OF  
THE ELECTION ORDER  
FOR LOS ANGELES  
COUNTY

It was moved, seconded, and carried by unanimous roll call vote (5 – 0) to adopt Resolution 2013/14 No. 617 Order of Biennial Trustee Election and Specifications of the Election Order for Los Angeles County, as attached, and authorized the Superintendent or designee to execute the necessary documents.

RESOLUTION 2013/14  
NO. 618 ORDER OF  
BIENNIAL TRUSTEE  
ELECTION AND  
SPECIFICATIONS OF  
THE ELECTION ORDER  
FOR ORANGE COUNTY

It was moved, seconded, and carried by unanimous roll call vote (5 – 0) to adopt Resolution 2013/14 No. 618 Order of Biennial Trustee Election and Specifications of the Election Order for Orange County, as attached, and authorized the Superintendent or designee to execute the necessary documents.

RECOMMENDATIONS  
FROM THE REPORT  
CARD COMMITTEE

Dr. Howell stated that with the implementation of the Common Core Standards there was a need to examine the report cards for the District. The Superintendent and committee members met four times and discussed the following topics: Quarter vs. Trimester Grading Periods; Progress Reports and Parent Conference Dates; Design of Report Cards (Similarities and Differences by Grade Levels); and Drop-down Menu Items.

Mr. Barber thanked all those who were involved in the process of developing a new report card with the Common Core Standards.

Mrs. Shackelford reiterated what Mr. Barber stated and added that the report cards are a great progression. In Kindergarten parents will have a full detailed report card of what the students should be proficient in, and as you progress through the grades, parents will understand what part of literature, for example, is important.

It was moved, seconded and carried by unanimous vote (5 – 0) that all the recommendations from the Report Card Committee be approved, and that the Superintendent or designee be authorized to execute the necessary documents.

LOCAL CONTROL  
ACCOUNTABILITY  
PLAN DATA REPORT

Dr. Howell provided the Local Control Accountability Plan (LCAP) Data Report to the Board of Trustees. The data report restated the eight state goals, and highlighted the results of the District's parent and staff surveys. The parent and staff surveys were very similar on each of the eight categories as being extremely high priority or high priority. The LCAP will be discussed with the Principals, Presidents of CSEA and LJEA, and the Parent Advisory Committees/DELAC. A draft of the LCAP will be presented at the June 16, 2014, Board Meeting for first reading and public hearing, and a final draft will be presented at the June 25, 2014, Board Meeting for approval.

DECLARATION OF  
NEED FOR FULLY  
QUALIFIED  
EDUCATORS FOR THE  
2014/15 SCHOOL YEAR

It was moved, seconded, and carried by unanimous vote (5 – 0) to adopt the Declaration of Need for Fully Qualified Educators to Authorize the Employment of Teachers Holding Emergency Permits for the 2014/15 school year, and authorized the Superintendent or designee to execute the necessary documents.

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  
2013/14 #10

Approved Purchase Order Report 2013/14 #10, which lists all purchase orders issued March 10, 2014, through April 23, 2014.

Warrant Listing Report  
2013/14 #10

Approved Warrant Listing Report 2013/14 #10, which lists all warrants issued March 25, 2014, through April 25, 2014.

Authorization to Make Appropriation Transfers	Authorized, in accordance with the provisions of Education Code Section 42601, the County Superintendent of Schools to make appropriation transfers necessary at the close of the school year 2013/14 to permit payment of obligations of the District incurred during such school year, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Agreement with Reynolds Consulting Group, Inc., for Preparing and Filing State Mandated Claims	Approved the agreement with Reynolds Consulting Group, Inc., for preparing and filing state mandated claims, for the period of July 1, 2014, through June 30, 2015, for a cost not to exceed \$2,500 per year, and authorized the Superintendent or designee to execute the necessary documents.
Resolution 2013/14 No. 619 Authorizing Temporary Cash Borrowing Between Funds	Adopted Resolution 2013/14 No. 619, Authorizing Temporary Cash Borrowing Between Funds, as attached, and authorized the Superintendent or designee to execute the necessary documents.
Resolution 2013/14 No. 620 Authorizing Cash Borrowing for Temporary Transfers from the Los Angeles County Treasury	Adopted Resolution 2013/14 No. 620, 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 2013/14 No. 621 Request for Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments, and Transfers	Adopted Resolution 2013/14 No. 621, Request for Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments, and Transfers, as attached, and authorized the Superintendent or designee to execute the necessary documents.
Agreement with Orange County Superintendent of Schools for Students Transfer to the Community School Program and Special Schools Program	Ratified the agreement with Orange County Superintendent of Schools for students transfer to the Community School Program and Special Schools Program, from July 1, 2013, through June 30, 2015, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Interfund Transfer of \$138,000 in 2013/14 Fiscal Year from Fund 40 to Fund 14	Approved the Interfund Transfer of \$138,000 in the 2013/14 fiscal year from Fund 40 to Fund 14, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Award of Bus Transportation Services Bid #13/14

Approved the award of Bus Transportation Services Bid #13/14 to Whittier Christian High School, as the lowest responsive and responsible bidder for Bus Transportation Services, at an estimated cost of \$350,000, and authorized the Superintendent or designee to execute the necessary documents.

Employer-Employee Relations/Personnel Report 2013/14 #10

Ratified Employer-Employee Relations/Personnel Report 2013/14 #10, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.

Approval of Tentative Agreement of Article XX – Certificated Evaluation Procedures with the Lowell Joint Education Association for the Period July 1, 2013, through June 30, 2016

Approved the Tentative Agreement of Article XX – Certificated Evaluation Procedures, as attached, with the Lowell Joint Education Association for the Period of July 1, 2013, through June 30, 2016, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Perry Passaro, Ph.D., Clinical Psychologist, to Provide Psycho Educational Evaluation Services for the 2013/14 School Year

Ratified the consultant agreement with Perry Passaro, Ph.D., Clinical Psychologist, to provide psycho educational evaluation services for the 2013/14 school year, at an estimated cost not to exceed \$4,200.00, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Addendum to Current Contract with Speech Bananas Therapy, a Certified Non-public Agency, to Provide Additional Speech/Language Services

Ratified the addendum to the current contract with Speech Bananas Therapy, a certified non-public agency to provide additional speech/language services, to the Individual Service Agreements, as attached, to reflect an additional expenditure of \$5,000.00 for a new total cost not exceed \$33,200.00, and authorized the Superintendent or designee to execute the necessary documents.

Additional Individual Service Agreements with Mary Kay Gallagher, Gallagher Pediatric Therapy, a Nonpublic Nonsectarian Agency, to Provide Occupational and Physical Therapy Services for the 2013/14 School Year

Approved the Individual Service Agreements, as attached, to be added to the current contract with Mary Kay Gallagher, Gallagher Pediatric Therapy, a nonpublic nonsectarian agency, to provide occupational and physical therapy services for the 2013/14 school year, and authorized the Superintendent or designee to execute the necessary documents.



BOARD MEMBER/  
SUPERINTENDENT  
COMMENTS

Mrs. Shackelford shared that she was selected to be part of a research group that will try to quantify teaching strategies. It is a national study and it is a privilege to be selected. She will fly to Baltimore, Pennsylvania on July 15 to participate in the research.

Mrs. Shackelford also indicated that she intends to run for the Board of Trustees for another four-year term. Although the first day to file for reelection is July 14 and she will be out of town, she hopes to file electronically.

Mrs. Shackelford also shared that she recently read *Wade in the Water* authored by Michael Oates. Mr. Oates is a local author and a friend. His book is about the Johnstown Flood of 1889, and would be a valuable book for the Rancho-Starbuck Intermediate School library.

Mr. Hinz and Mr. Barber were able to attend the La Habra High School Combined Band Concert. The music was great. That same morning, Mr. Barber and Mr. Hinz along with Dr. Howell were able to attend the La Habra Mayor's Prayer Breakfast.

Mr. Schambeck shared that a picture and story about Ms. Angelyn Solis was in the La Habra Journal. Ms. Solis was recently recognized as Macy's sixth grade essay contest winner for the Rancho La Habra Republican Women Federated. She has just been selected as part of a local student ambassadorship program. During the summer she will be traveling to Canada.

Mr. Schambeck also shared that Elaine Olmsted, English teacher at Rancho-Starbuck Intermediate School, was awarded \$300.00 from the Chi State Learning Is For Everyone Foundation for Rancho's library. Mr. Schambeck requested the Superintendent send a thank you note to the Foundation for their donation.

## ADJOURNMENT

President Schambeck declared the meeting adjourned at 8:40 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:  
June 16, 2014