

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

MINUTES OF THE REORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES
December 12, 2016

- CLOSED MEETING** President Jones called the meeting to order at 6:00 p.m. at the District Office, 11019 Valley Home Avenue, Whittier. President Jones declared the meeting recessed to closed session at 6:01 p.m.
- CALL TO ORDER** President Jones reconvened the meeting to open session at 7:30 p.m.
- The flag salute was led by Mr. Fred Schambeck, Board Member.
- Trustees Present: Darin W. Barber, William A. Hinz, Brandon R. Jones, Fred W. Schambeck, and Anastasia M. Shackelford.
- Trustees Absent: None.
- Staff Present: Sheri McDonald, Assistant Superintendent of Instruction; and Andrea Reynolds, Administrative Assistant of Administrative Services.
- INTRODUCTION/
WELCOME** President Jones welcomed guests and staff members present.
- REPORTING OUT
ACTION (IF ANY)
TAKEN IN CLOSED
SESSION** This evening in closed session, the Board took action (5 – 0) to accept the resignation of Employee #ZN9265295, and authorized the Assistant Superintendent of Administrative Services to sign the Settlement Agreement and Release of All Claims.
- The Board took action (5 – 0) to accept the Settlement Agreement and Mutual General Release of Employee #JX2099512, and authorized the Assistant Superintendent of Curriculum to execute the necessary documents.
- ACKNOWLEDGEMENT
OF CORRESPONDENCE** None.
- APPROVAL OF
AGENDA** It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the December 12, 2016, Organizational Board agenda, as amended.
- APPROVAL OF
MINUTES** It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the November 7, 2016, Board Meeting.

CEREMONIAL OATH
OF OFFICE FOR BOARD
OF TRUSTEES
MEMBERS

Mr. Brandon Jones and Mr. Fred Schambeck are appointed to office of Governing Board Member of the school district in lieu of election with a term ending on December 7, 2020.

Mr. Barber administered the Ceremonial Oath of Office to Mr. Brandon Jones and Mr. Fred Schambeck.

ORGANIZATION OF
THE BOARD OF
TRUSTEES

Every December an organization meeting is held to establish the upcoming year.

Election of President

It was moved, seconded, and carried by unanimous vote, (5 – 0), for Mr. Darin Barber to serve as President of the Board of Trustees for the 2017 organizational year.

Mr. Barber accepted the gavel from Mr. Jones.

Election of Vice-
President

It was moved, seconded, and carried by unanimous vote, (5 – 0), for Mr. William Hinz to serve as Vice-President of the Board of Trustees for the 2017 organizational year.

Election of Clerk

It was moved, seconded, and carried by unanimous vote, (5 – 0) for Mr. Fred Schambeck to serve as Clerk of the Board of Trustees for the 2017 organizational year.

Adoption of Schedule
of Regular Meetings of
the Board of Trustees
of the Lowell Joint
School District, 2017
Organizational Year

It was moved, seconded, and carried by unanimous vote, (5 – 0), to adopt the schedule of regular meetings of the Board of Trustees for the 2017 organizational year, as attached.

Election of Member to
Serve on the
Nominating
Committee for the
Los Angeles County
Committee on School
District Organization
for One Year

It was moved, seconded, and carried by unanimous vote, (5 – 0), for Mr. Darin W. Barber to serve on the Nominating Committee for the Los Angeles County Committee on School District Organization for one year.

Election of Member to Serve as an Alternate Member on the Nominating Committee for the Los Angeles County Committee on School District Organization for One Year

It was moved, seconded, and carried by unanimous vote, (5 – 0), for Mrs. Anastasia Shackelford to serve as an alternate on the Nominating Committee for the Los Angeles County Committee on School District Organization for one year.

Election of Two Members to Serve on the Board of Directors of the Lowell Joint Education Foundation

It was moved, seconded, and carried by unanimous vote, (5 – 0), for Mr. Brandon Jones and Mrs. Anastasia Shackelford to serve as the two members on the Board of Directors of the Lowell Joint Education Foundation.

Election of a Member to Serve on the Whittier Area School Trustees Association

It was moved, seconded, and carried by unanimous vote, (5 – 0), for Mr. William Hinz to serve on the Whittier Area School Trustees Association for the 2017 organizational year.

Approval of “Certification of Signatures”

In accordance with the provisions of Education Code Sections 35143, 42632, and 42633, it was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the “Certification of Signatures.”

RECESS

Mr. Barber declared a recess at 7:47 p.m. Mr. Jones reopened the meeting at 7:50 p.m.

TOPICS NOT ON THE AGENDA

None.

TIMELY INFORMATION FROM THE BOARD AND SUPERINTENDENT

Ms. Reynolds recognized Cheri Sandoval, fifth-grade teacher at Olita Elementary School, for decorating the bulletin boards at the District Office.

SCHOOL REPORTS

Mr. Barber reported that Meadow Green Elementary School held its PRIDE Assembly on Friday, December 2, to recognize the Citizens of the Month and PRIDE recipients. The next PRIDE Assembly will take place on Friday, January 6, 2017. Meadow Green second graders enjoyed a field trip to the Heritage Museum on Friday, December 9. Thank you to Meadow Green’s PTA for funding this and many other fieldtrips. Meadow Green sixth grade students will present a holiday play, “It’s a Wonderful Star Wars Christmas”, on December 15, beginning at 6:00 p.m.

SCHOOL REPORTS

Continued

Mr. Jones stated that on December 8, Color Me Mine paint sessions were offered to families at Olita Elementary School. Families were able to choose and purchase an ornament or dish to paint. Color Me Mine brought the paint and the brushes for the students to use and then took the pieces to fire them. The pieces were then returned and students could take their treasure home to keep for years to come. On Wednesday, December 14, at 6:00 p.m. Olita Owls will be performing their holiday program. Dress rehearsal will be at 10:45 a.m. with the night performance starting at 6:00 p.m. Olita's PTA will be selling hot cocoa to keep the audience warm. Olita will hold its next monthly Citizenship Assembly on Friday, January 6. Students who earned the Student of the Month or Citizen of the Month will be recognized.

Mr. Hinz shared that Macy Elementary School is hosting its annual outreach and this year the school will be collecting blankets for homeless children, families, and adults in order to keep them warm through these chilly winter nights. Initially founded by Madison Schoonmaker, (a current high school student), Project Dream has expanded over the years and since its inception, over 3,000 blankets have been collected and distributed to numerous shelters throughout Los Angeles County. Collections of slightly used and new blankets have begun and will continue through the last week of school and at both holiday performances. On Tuesday, December 6th the fifth grade celebrated its annual Colonial Christmas. Parents were invited to participate with their students in making homemade ornaments and decorations for the classroom to celebrate the upcoming Christmas season. Popcorn & cranberry stringing, walnut painting, heart-in-hand ornaments, snowflake creations, pretzel stringing, and handmade garlands were a few of the items produced along with fun and laughter. Fourth and sixth grade students were also included in the festivities. Macy families will enjoy holiday song performances and skits from grades 4 – 6, on December 14 at 6:00 p.m. and grades K-3 will perform on Thursday, December 15th at the same start time. Every class will enjoy small holiday parties in their room; as the students await their time to go out and sing for families, friends, and loved ones.

Mrs. Shackelford reported that Rancho-Starbuck Intermediate School's choir was honored to sing at the La Habra Council PTA luncheon on Wednesday, December 7. Choir will again perform at their holiday concert on December 15. Also, on Friday, December 9 the band will perform their wonderful holiday concert at Whittier High School Auditorium. Reach Circle met again in December and did a wonderful holiday project, filling 150 Christmas bags with needed items for the homeless in Whittier. As Mrs. Schambeck says, "You can't do something for everyone but you can do something for someone in Whittier." Rancho participated in a *Schools to Watch* visit on December 7. The criteria to becoming a *Schools to Watch* school is that a high performing middle-level school embodies the intersection of academic excellence, developmental responsiveness, social equity, and organizational structure.

SCHOOL REPORTS

Continued

Mr. Schambeck shared that in November El Portal Elementary School took part in making the holiday season great for all. Our students and staff participated in “Quarters for Caring”. We collected change for one week to help children in the foster care system. We are excited to report that El Portal collected over \$1,200 and donated it to our local agency. Costco has been partnering with El Portal in a before school Volunteer Reading Program during this first trimester of school. Costco Volunteers have read and worked on comprehension weekly with our students. Costco has invited all students that participated and their parents to tour various departments, including the bakery, and will be treated to a pizza party at the conclusion of the visit on December 15th. It has been a wonderful experience for the students. The Holiday Program is going to be held on December 8th. This year our Drama Club will be visiting Who-Ville with “How the Grinch Stole Christmas.” They had a dress rehearsal at 9:00 a.m. and then had an evening performance beginning at 6:00 p.m. last Thursday. A special thank you to Mrs. Brimmage and Mrs. Ilinsky for their dedication to the Drama Club that works hard to make this happen. It is always the perfect way to begin the holiday season.

Finally, Mr. Barber reported that on Friday, December 2nd, Jordan Elementary School held its monthly Citizenship Assembly recognizing students who demonstrated gratitude during the month of November. Jordan’s annual Holiday program took place on Thursday, December 8th. The upper grade students, led by Mrs. Trina Dunford, performed a variety of new and traditional holiday songs for family and friends. Jordan would like to recognize Mr. Javier Hernandez and the Jordan Cross Country team. This is the second year Mr. Hernandez has organized and coached our cross country team. The motto of the cross country team is “Fit minds and fit bodies”. The goals of the team are to have fun, build camaraderie, be role models for others and increase student fitness. Mr. Hernandez has taken the team to several local 5K events in the community, in which students have done quite well. We are very proud of the team and very much appreciate Mr. Hernandez’s dedication to the well-being of children.

PRESENTATION OF
FIRST INTERIM REPORT
2016/17

Andrea Reynolds, Assistant Superintendent of Administrative Services, presented the First Interim Financial Report. Ms. Reynolds shared that in accordance with Education Code Sections 35035(g), 42130, and 42131 require Board approval of the District First Interim Report 2016/17 as to whether or not the District will maintain positive cash and fund balances for the current and subsequent two fiscal years. The Interim Report is due to the Los Angeles County Office of Education by December 15, 2016.

It was moved, seconded, and carried by unanimous vote (5 – 0), to submit a “Positive Certification” to the Los Angeles County Office of Education, and authorized the Superintendent or designee to execute the necessary documents.

CAPITAL FACILITIES
REPORT

Mr. Tony Collaso shared that pursuant to Government Code Section 66006(b), for Capital Facility fees collected, it is required to report a description of the fee and use; amount of current fees; beginning and ending balances; fees, interest and other income; date project will be completed (if applicable); description of inter-fund transfer loan (if applicable); refunds issued (if applicable).

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
2016/17 #5

Approved Purchase Order Report 2015/16 #5, which lists all purchase orders issued October 13, 2016, through November 7, 2016.

Warrant Listing Report
2016/17 #5

Approved Warrant Listing Report 2015/16 #5, which lists all warrants issued October 27, 2016, through November 29, 2016.

Approval of Resolution
2016/17 FI 001 – FI006 for
Budget Adjustments

Adopted Resolution 2016/17 FI001 – FI006 for Budget Adjustment, as attached, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Amended
Agreement with All
American Sports to Provide
Referee Services for After-
School Sports Program

Ratified the amended agreement with All American Sports for referee services at the rate not to exceed \$6,000.00 and is funded by the Lowell Joint Education Foundation, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Agreement
with EZA Studios, Inc.,
DBA: Education Art Store,
to Paint a Mural in the
Olita Elementary School
Meal Serving Area

Approved the agreement with EZA Studios, Inc., DBA: Education Art Store, to paint a mural in the meal serving area at Olita Elementary School, for an amount not to exceed \$4,715.00, to be paid from the Nutrition Services Fund, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Nutrition
Services Contract
Agreement with Heartland
Payment Systems for
Upgrade of Current
Nutrition Services Software
Program and Purchase of
Replacement Point of Sale
Systems

Approved the Nutrition Services Contract Agreement with Heartland Payment Systems for Upgrade of Current Nutrition Services Software Program and Purchase of Replacement Point of Sale Systems, at a total cost of \$30,471.11 to be paid from the Nutrition Services Fund, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Application for Planned Unit Development by Lowell Joint School District to be Submitted to the City of La Habra on Behalf of Whittier Christian High School

Ratified the approval of the Application for Planned Unit Development by Lowell Joint School District to be submitted to the City of La Habra on behalf of Whittier Christian High School, and authorized the Superintendent or designee to execute the necessary documents.

Employer-Employee Relations/Personnel Report 2016/17 #5

Ratified Employer-Employee Relations/Personnel Report 2016/17 #5, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.

Resolution 2016/17 No. 683 Regarding Layoff and Reduction of Hours of Classified Personnel

Adopted Resolution 2016/17 No. 683 Regarding Layoff and Reduction of Hours of Classified Personnel, which will allow the elimination of up to two (2) Instructional Assistant and two (2) Special Education Support Aide positions due to a lack of work and/or lack of funds, authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Mr. Christian Penuelas to Provide Drumline Instruction at Rancho-Starbuck Intermediate School for the 2016/17 School Year

Ratified the consultant agreement with Mr. Christian Penuelas to provide drumline instruction for the 2016/17 school year at Rancho-Starbuck Intermediate School at an amount not to exceed \$300.00 to be paid from the Rancho-Starbuck Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Mr. Edward Mijares to Provide Drumline Instruction at Rancho-Starbuck Intermediate School for the 2016/17 School Year

Ratified the consultant agreement with Mr. Edward Mijares to provide drumline instruction for the 2016/17 school year at Rancho-Starbuck Intermediate School at an amount not to exceed \$700.00 to be paid from the Rancho-Starbuck Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Mr. Josh Pier to Provide Drumline Instruction at Rancho-Starbuck Intermediate School for the 2016/17 School Year

Ratified the consultant agreement with Mr. Josh Pier to provide drumline instruction for the 2016/17 school year at Rancho-Starbuck Intermediate School at an amount not to exceed \$400.00 to be paid from the Rancho-Starbuck Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Mr. Matthew Gallegos to Provide Drumline Instruction at Rancho-Starbuck Intermediate School for the 2016/17 School Year

Ratified the consultant agreement with Mr. Matthew Gallegos to provide drumline instruction for the 2016/17 school year at Rancho-Starbuck Intermediate School at an amount not to exceed \$300.00 to be paid from the Rancho-Starbuck Band Funds, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Mr. Mike Ortiz-Luis to Provide Drumline Instruction at Rancho-Starbuck Intermediate School for the 2016/17 School Year

Ratified the consultant agreement with Mr. Mike Ortiz-Luis to provide drumline instruction for the 2016/17 school year at Rancho-Starbuck Intermediate School at an amount not to exceed \$1,200.00 to be paid from the Rancho-Starbuck Band Funds, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Sarah Lawson to Provide Piano Accompaniment for the Rancho-Starbuck Intermediate School Choir for the 2016/17 School Year

Ratified the consultant agreement with Mr. Sarah Lawson to provide piano accompaniment for Rancho-Starbuck Intermediate School for the 2016/17 school year at Rancho-Starbuck Intermediate School at an amount not to exceed \$300.00 to be paid from the Rancho-Starbuck Intermediate School's Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Abby M. Rozenberg to Provide Speech and Language Evaluations

Ratified the consultant agreement with Abby M. Rozenberg, to provide a Speech and Language Evaluation (IEE) for the 2016/17 school year, at an estimated cost not to exceed \$1,800.00, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Contract and Individual Service Agreements with Beach Cities Consultants Learning Center, LLC, a Nonpublic Nonsectarian Agency, to Provide Educationally Related Mental Health Services for the 2016/17 School Year

Ratified the contract and Individual Service Agreements with Beach Cities Consultants Learning Center, LLC, a Nonpublic Nonsectarian Agency, to provide counseling and guidance, parent counseling and training, and case management services for two district students for the 2016/17 school year, for an estimated cost not to exceed \$15,300.00 and authorized the Superintendent or designee to execute the necessary documents.

BOARD MEMBER/
SUPERINTENDENT
COMMENTS

Mrs. Shackelford shared that she had the privilege of attending the Rancho-Starbuck Intermediate School's holiday performance at Whittier High School. Mr. Fletcher does an amazing job with these musicians.

Mr. Barber stated that Rancho-Starbuck had a visit from the "Schools to Watch" team and wished them the best of luck and thanked them for their hard work to ensure the visit was a success.

Mrs. Shackelford stated she was able to attend the La Habra Rotary Meeting in December and was awarded a grant for the Lowell Joint Education Foundation Excellence Day.

Mr. Barber also stated that Rancho-Starbuck Intermediate School received a grant from the La Habra Rotary for the Top 100. Thank you to Mrs. Montes, Mrs. Takacs, and Mrs. Blankenship for all their hard work to secure the Rotary grant.

The Board of Trustees wished everyone a Merry Christmas.

ADJOURNMENT

President Barber 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:
