

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
September 11, 2017

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.

Mr. Coombs shared a 9/11 Tribute and shared how remarkable it was at Rancho-Starbuck Intermediate School with all students taking a moment of silence to remember those affected on this day.

Mr. Barber stated “from the time of the Revolutionary War to the September 11 terrorist attacks to today and tomorrow, there have been and will continue to be thoughts of men and women who dedicate their lives to protect the freedoms and liberties we enjoy today. As American political leader Adlai E. Stevenson once said, ‘Patriotism is not, short frenzied outbursts of emotion, but the tranquil and steady dedication of a lifetime.’ The Lowell District family would like to honor the tireless efforts and timeless commitment that the men and women of our armed forces and first responders have put forth on our behalf. We would like to ask anyone who has or is serving in our Armed Services and/or is a first responder to please stand so that we can thank you for your service.”

Mr. Barber further stated “we would like to now ask everyone to please stand and join me for a moment of silence in honor of national heroes who have given their greatest sacrifice for our freedom.”

The flag salute was led by Mr. Barber, President of the Board of Trustees.

Trustees Present: Darin W. Barber, William A. Hinz, Fred W. Schambeck, Anastasia M. Shackelford, and Martin E. Tourville.

Trustees Absent: None.

Staff Present: Jim Coombs, Superintendent; Sheri McDonald, Assistant Superintendent of Instruction, and Andrea Reynolds, Assistant Superintendent of Administrative Services

**REPORTING OUT
ACTION (IF ANY)
TAKEN IN CLOSED
SESSION** None.

INTRODUCTION/ WELCOME	President Barber welcomed LJEA President Allison Fonti, CSEA President Darleene Pullen, 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 September 11, 2017, Board agenda.
APPROVAL OF MINUTES	It was moved, seconded, and carried by unanimous vote, (5 – 0) to approve the minutes from the August 14, 2017, Board Meeting.
TOPICS NOT ON THE AGENDA	None.
TIMELY INFORMATION FROM THE BOARD AND SUPERINTENDENT	Ms. Reynolds introduced Vanessa Williams as the new Director of Nutrition Services. Mr. Coombs shared that the bulletin board was done by our Special Education Department. A thank you goes out to Kerry Ospital and Annie Russel, Special Day Class teachers and Sam Blacker and Darcie Hultberg, Speech and Language Pathologists.
SCHOOL REPORTS	Each Board Member shared highlights of their respective school.
RESOLUTION 2017/18 NO. 704 PROCLAIMING SEPTEMBER 17 – 23, 2017, AS “CONSTITUTION WEEK”	It was moved, seconded, and carried by unanimous roll call vote (5 – 0) to adopt Resolution 2017/18 No. 704 proclaiming September 17 – 23, 2017 as “Constitution Week,” as attached, and authorized the Superintendent or designee to execute the necessary documents.
RESOLUTION 2017/18 NO. 705 DESIGNATING OCTOBER 2017, AS “CHARACTER EDUCATION MONTH”	It was moved, seconded, and carried by unanimous roll call vote (5 – 0) to adopt Resolution 2017/18 No. 705 designating October 2017 as “Character Education Month,” as attached, and authorized the Superintendent or designee to execute the necessary documents.
LOWELL JOINT SCHOOL DISTRICT CORE VALUES	It was moved, seconded, and carried by unanimous vote (5 – 0) to adopt the Lowell Joint School District Core Values, as attached, and authorized the Superintendent or designee to execute the necessary documents.
PARENT SURVEY RESULTS	Mr. Coombs presented the Parent Survey Results to the Board of Trustees. The survey is submitted each spring and tallied over the summer. The survey is categorized into the following five categories: academic preparation, parent communication, school environment, student behavior, and perception of the school. The results of the survey are shared with the principals and their respective schools to develop strategies to address any areas of concern.

CALIFORNIA VOTING RIGHTS ACT –
TRANSITIONING TO A BY-TRUSTEE AREA ELECTION

Mr. Coombs updated the Board of Trustees with an overview of transitioning from an At-Large to By-Trustee area elections. Mr. Coombs highlighted the following: public hearings will be held at every Board meeting for 2017; there is no immediate impact on the term of any current member; and there is no impact on school attendance boundaries.

APPROVAL OF 2016/17 UNAUDITED ACTUALS AND CONCURRENT APPROVAL OF THE FUND BALANCE CHANGES TO THE DISTRICT'S 2017/18 BEGINNING BUDGETED BALANCES

It was moved, seconded, and carried by unanimous vote (5 – 0) to approve the 2016/17 unaudited actuals and fund balance changes as the District's 2017/18 beginning budgeted balances, and authorized the Superintendent or designee to execute the necessary documents.

UPDATE: BREACH OF LEASE CONTRACT BY CALVARY BAPTIST/WHITTIER CHRISTIAN ELEMENTARY SCHOOL (PreK – 6) – MAYBROOK CAMPUS

Mr. Coombs provided the Board of Trustees with an update and a summary of the breach of lease contract by Calvary Baptist/Whittier Christian Elementary School – Maybrook Campus. Mr. Coombs stated the following information:

- March/April 2017 – Carnegie (on behalf of Calvary-Whittier Christian) publishes they will be moving 7th-12th grade students to the Maybrook campus and building a gym on the Maybrook campus.
- March/April 2017 – Carnegie (on behalf of Calvary-Whittier Christian) makes public statements at a staff meeting that such actions will probably bring law suit from Lowell JSD, but it will take 3-4 years and by that time it will be too late.
- May 2017 – Breach of Lease due to cancelled check and failure to make lease payment(s) by Carnegie (on behalf of Calvary-Whittier Christian)
- June 12th, 2017 – Breach of Lease discussed at public Board meeting
- June 26th, 2017 – Breach of Lease and related issues discussed at public Board meeting
- July 2017 – Lease payments brought current, including penalties
- July 31st, 2017 – 2nd Breach of Lease discussed and direction given at Special Board meeting
- August 1, 2017 – 2nd Breach of Lease due to assignment of lease by Calvary to Carnegie and Termination of Lease notice

UPDATE: BREACH OF
LEASE CONTRACT BY
CALVARY BAPTIST/
WHITTIER CHRISTIAN
ELEMENTARY SCHOOL
(PreK – 6) – MAYBROOK
CAMPUS Continued

- August 8, 2017 – Carnegie asserts that the company “...intends to remain at the Maybrook campus for the foreseeable future.”
- August 9, 2017 – Calvary declares that they cannot cure the breach and that they are not prepared to operate a school at the Maybrook Campus.
- August 11, 2017 – Lowell serves notice to terminate lease and take control of our campus by August 14th, 2017 by 5:00pm
- August 14th, 2017 – Ongoing Maybrook lease discussed at Board meeting
- August 14th, 2017 – Heights Christian School states that they would be interested in discussing the possibility of operating a private school at the Maybrook Campus for 17/18
- August 17th, 2017 (9:18am) – Carnegie notifies parents of Calvary’s decision and states that they will help “...make sure that every student has a smooth transition from this point.”
- August 17th, 2017 (11:30am) – Lowell is called to the Maybrook campus to resolve conflict between Carnegie representative, current instructional staff and LA County Sherriff
- August 19th, 2017 – Lowell posts legal notice of ownership at Maybrook campus
- August 22nd, 2017 – Carnegie publishes letter to all Whittier Christian families stating that Lowell JSD has appointed Mr. Stovall to handle all matters; therefore, they should contact Lowell JSD to receive information related to their accounts; Carnegie is no longer able to assist.
- August 23rd, 2017 – Lowell takes full possession of the Maybrook campus; changes locks
- August 24th, 2017 – Lowell drafts new 2 year MOU with Heights Christian School and Calvary Baptist Church, which we hope leads to a long term lease with Heights Christian Schools
- August 29th, 2017 – Heights Christian School opens the 2017/18 school at the Maybrook Campus

UPDATE: BREACH OF
LEASE CONTRACT BY
CALVARY BAPTIST/
WHITTIER CHRISTIAN
ELEMENTARY SCHOOL
(PreK – 6) – MAYBROOK
CAMPUS Continued

- August 2017 – Former Whittier Christian School families are still working to obtain refunds from Carnegie for registration and multiple months of pre-paid tuition, which would support Heights Christian School and Calvary Baptist Church to meet their deferred lease payments in a timelier manner.
- September 1, 2017 – Former Whittier Christian School families have retained legal counsel to help facilitate refunds.

Mr. Coombs also shared that the next steps for Lowell Joint School District is to work in collaboration with Heights Christian School throughout the two year Memorandum of Understanding; continue to work in collaboration with Calvary Baptist Church (former owner of Whittier Christian School) to complete their remaining lease obligations; and work to develop a proposed long term lease with Heights Christian Schools.

APPROVAL OF THE
MEMORANDUM OF
UNDERSTANDING
WITH HEIGHTS
CHRISTIAN SCHOOLS,
INC., AND CALVARY
BAPTIST CHURCH OF
WHITTIER,
REGARDING THE
MAYBROOK CAMPUS

Over the past several months the District has worked with Calvary Baptist Church of Whittier to clarify if it was honoring the terms of the lease entered into with the District in 1994. Board updates have been provided since March 2017 regarding several areas of concern. On August 1, 2017, Calvary Baptist indicated it could not operate their school on the Maybrook Campus for the 2017/18 school year. The District discussed operation of a private Christian school with Heights Christian Schools, Inc. (Heights Christian) to replace Calvary Baptist beginning with the 2017/18 school year.

In order for the District to ensure it has not foregone lease income due on this property while a private school is operating on campus, a Memorandum of Understanding (MOU) between Heights Christian and Calvary Baptist is necessary. The terms of this MOU allow for Heights Christian to operate on the Maybrook campus for a two year term at a monthly lease amount of \$20,000.00. The monthly payments for the first six months, and half of the monthly payments for the following six months are deferred. This deferral totals \$180,000.00. The District will negotiate with Calvary Baptist and Heights Christian to determine how much each agency will pay of this deferred amount (subject to conditions in the MOU) in October 2018. This allows time for all three participants to gather information that assists in determining the financial viability of amounts owed and ongoing commitments that can be agreed to.

Heights Christian will inform the District by October 1, 2018, if they will allow the lease to expire on June 30, 2019 or negotiate a longer term with the District.

It was moved, seconded, and carried by unanimous vote (5 – 0) to adopt the Memorandum of Understanding with Heights Christian Schools, Inc., and Calvary Baptist Church of Whittier regarding the Maybrook Campus, and authorized the Superintendent or designee to execute the necessary documents.

RESOLUTION 2017/18
NO. 708 REGARDING
THE CALIFORNIA
ENERGY
COMMISSION'S
BRIGHT SCHOOLS
PROGRAM

It was moved, seconded, and carried by unanimous roll call vote (5 – 0) to adopt Resolution 2017/18 No. 708 regarding the California Energy Commission's Bright Schools Program, as attached, and authorized the Superintendent or designee to execute the necessary documents.

CHARACTER
EDUCATION/DIGITAL
CITIZENSHIP AND
PATRIOTIC GUIDE

Mrs. Stacey Stewart, Director of Curriculum, presented the Character Education/Digital Citizenship and Patriotic Guide to the Board of Trustees. Mrs. Stewart shared that the District's Core Values, Guiding Goals, and Character Education Guide have been expanded to include Digital Citizenship and Rights, Respect, Responsibility.

UPDATE BOARD
POLICY

It was moved, seconded, and carried by unanimous vote (5 – 0) to adopt the updated Board Policy and accompanying Administrative Regulations regarding Suicide Prevention (BP 5141.52) and authorized the Superintendent or designee to execute the necessary documents.

CONSENT CALENDAR

It was moved, seconded, and carried by unanimous vote, (5 – 0), to approve/ratify the following items, under a consent procedure.

Approval of Consultant Agreement with Ms. Jennifer Church to Provide After-School Coaching Services for the 2017/18 School Year

Ratified the consultant agreement with Ms. Jennifer Church to provide after-school coaching services for the 2017/18 school year, at the amount of \$700.00, not to exceed \$700.00, to be paid from the monies secured by the Lowell Joint Education Foundation donation, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Ms. Kimberly Gamez to Provide After-School Coaching Services for the 2017/18 School Year

Ratified the consultant agreement with Ms. Kimberly Gamez to provide after-school coaching services for the 2017/18 school year, at the amount of \$700.00, not to exceed \$700.00, to be paid from the monies secured by the Lowell Joint Education Foundation donation, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Contract with Arts & Learning Conservatory to Provide After-School String Orchestra for the 2017/18 School Year

Ratified the consultant agreement with Arts & Learning Conservatory to provide string orchestra to the Lowell Joint School District for the 2017/18 school year, the cost for the District will be \$50.00 per hour per instructor for Saturday School and will be paid from the Saturday School Program, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Gifts/Donations

Ratified the acceptance of donations as listed: Fred Schambeck, \$20.00 to Board Donation Account and Rhonda Esparza, \$8.00 to District Donation Account, and requested a letter of appreciation be written to the donors.

Approval of Revisions to the Agreement with Behavior and Education Inc., a Nonpublic Nonsectarian Agency, to Provide Additional Direct Behavioral Intervention Services for the 2017/18 School Year	Ratified the agreement with Behavior and Education Inc., a nonpublic nonsectarian agency, to provide additional direct Behavioral Intervention Services for a District student for the 2017/18 school year, at a rate of \$55.00 per hour, not to exceed \$67,980.00 to be funded through the SELPA Out of Home Care Resource, and authorized the Superintendent or designee to execute the necessary documents.
Warrant Listing Report 2017/18 #2	Approved Warrant Listing Report 2017/18 #2, as attached, which lists all warrants issued July 1, 2017, through August 11, 2017.
Purchase Order Report 2017/18 #2	Approved Purchase Order Report 2017/18 #2, which lists all purchase orders issued July 6, 2017, through August 25, 2017.
Resolution 2017/18 No. 707 Gann Amendment Appropriations Limit	Adopted Resolution 2017/18 No. 707 Gann Amendment Appropriations Limit, as attached, and authorized the Superintendent or designee to execute the necessary documents.
Approval of the Lowell Joint School District Consultant Services Contract with AMN Key Solutions	Approved the Lowell Joint School District Consultant Service Contract with AMN Key Solutions, and authorized the Superintendent or designee to execute the necessary documents.
Employer-Employee Relations/Personnel Report 2017/18 #2	Ratified Employer-Employee Relations/Personnel Report 2017/18 #2, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.
Resolution 2017/18 No. 706 Regarding Layoff and Reduction of Classified Personnel	Adopted Resolution 2017/18 No. 706 regarding layoff and reduction of classified personnel, as attached, and authorized the Superintendent or designee to execute the necessary documents.
Approval of Services Agreement with Cod Ed Leg Godt, LLC, to Provide Daily Support of Coding Classes	Ratified the services agreement with Cod Ed Leg Godt, LLC, to provide support of coding classes for all of the elementary school for a total cost not to exceed \$5,000.00, to be paid from the Supplemental Funds, Gola 1, Action 11 (page 57), and authorized the Superintendent or designee to execute the necessary documents.

Approval of Services Agreement with Dude, Be Nice, LLC, to Provide Motivational Assemblies Presentation at Rancho-Starbuck Intermediate School on October 2 – 6, 2017

Ratified the services agreement with Dude, Be Nice, LLC, to provide motivational assemblies presentation at Rancho-Starbuck Intermediate School on October 2 – 6, 2017, for a total cost of \$3,500.00 to be paid from Rancho-Starbuck’s donation budget, and authorized the Superintendent or designee to execute the necessary documents.

Approval of Consultant Agreement with Jan Jacobsen to Provide Art Instruction at Olita Elementary School for the 2017/18 School Year

Approved the consultant agreement with Jan Jacobsen to provide art instruction at Olita Elementary School for the 2017/18 school year, at an hourly rate of \$21.00 and not to exceed \$3,000 and to be paid from Olita Elementary School Site Allocation Funds, and authorized the Superintendent or designee to execute the necessary documents.

BOARD MEMBER/
SUPERINTENDENT
COMMENTS

Mr. Barber thanked all the individuals who stayed until the end of the Board Meeting.

Mr. Barber shared that today is his mother’s birthday and tomorrow is his wife’s birthday.

Mrs. Shackelford shared that her birthday is on October 2.

Mr. Schambeck stated that he was able to attend Rancho-Starbuck’s Back-to-School Night. It was very well attended. The multi-purpose room was packed from wall to wall.

Mrs. Shackelford shared that the Lowell Joint Education Foundation Turkey Trot is on Saturday, November 4.

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:
