

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

MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
November 2, 2020

Call to Order	President Schambeck called the meeting to order at 6:30 p.m. using video conference via zoom meeting ID #822 0476 9238 for the Regular Board Meeting of the Board of Trustees, in compliance with Government Code 54953.
Topics Not on the Agenda	None.
Closed Meeting	President Schambeck declared the meeting recessed to closed session via video conference zoom meeting at 6:32 p.m.
Call to Order	<p>President Schambeck called the meeting to order at 7:38 p.m. via video conference zoom meeting ID # 822 0476 9238 for the Regular Board Meeting of the Board of Trustees, in compliance with Government Code 54953</p> <p>The flag salute was led by Fred Schambeck, Board of Trustees Board President.</p> <p>Trustees Present: Fred W. Schambeck, William A. Hinz, Melissa A. Salinas, Anastasia M. Shackelford, Karen L. Shaw</p> <p>Trustees Absent: None</p> <p>Staff Present: Jim Coombs, Superintendent of Schools, Andrea Reynolds, Assistant Superintendent of Administrative Services; Sheri McDonald, Assistant Superintendent of Educational Services; and David Bennett, Assistant Superintendent of Facilities and Operations</p> <p>Staff Absent: None.</p>
Reporting Out Action (if any) Taken in Closed Session	None.
Introduction / Welcome	President Schambeck welcomed guests, staff members present, LJEA President Allison Fonti, CSEA President, Darleene Pullen and LJEA lead negotiator Leslie Mangold.
Acknowledgement of Correspondence	None.
Approval of Agenda	It was moved, seconded, and carried by unanimous roll call vote, (5-0) to approve the November 2, 2020, Board agenda.

Approval of Minutes	It was moved, seconded, and carried by unanimous roll call vote, (5-0) to approve the minutes from the October 5, 2020, Regular Board Meeting.
Topics Not on the Agenda	Susie Toice, 1 st grade teacher at Meadow Green Elementary, asked about the Hybrid options for when we do return. TK/Kindergarten are given the option to do an a.m. and a p.m. setting and being told that the numbers do not warrant that in first and second grade because they have different minutes. How is that possible when doing it all asynchronous and synchronous? She would much rather give full attention to the kids in the classroom.
Timely Information from the Board and Superintendent	<p>Mr. Coombs mentioned that each school site did some sort of social distant Halloween event for the children.</p> <p>Mr. Schambeck mentioned that the first Friday of each month, Rancho Starbuck Intermediate school will continue to host the drive thru food distribution with Saddleback Church School from 9 – 11 a.m.</p>
Establishment of December 14, 2020, as Annual Organizational Meeting of the Board of Trustees	It was moved, seconded, and carried by unanimous roll call vote (5– 0) to establish Monday, December 14, 2020, at 7:30 p.m. as the Lowell Joint School District Annual Organizational meeting to be held via zoom, 11019 Valley Home Avenue, Whittier, and that the Superintendent or designee be authorized to execute the necessary documents
Approval of Agreement Numbers 50622, 50623, and 50624 with the Orange County Department of Education (OCDE) for Financial Applications	It was moved, seconded, and carried by unanimous roll call vote (5– 0) to approve the Agreement Numbers 50622, 50623, and 50624 with the Orange County Department of Education (OCDE) for Financial Applications, the District will pay the following amounts on an annual basis beginning this 2020/21 year for the conversion and use of these systems: Payroll Time and Attendance System Development and Implementation \$17,934, Human Resources Application Implementation and Software Support Services \$25,000, Business-Plus System Implementation and Software Support Services \$25,000, for a total of \$67,934, this annual fee for these systems will be in place for five years until June 30, 2025, the contracts can be cancelled with six months’ notice, and that the Superintendent or designee be authorized to execute the necessary documents.
Approval of Temporary Classified Job Description for Hybrid Instruction	<p>Ms. Reynolds said that these 20 positions were temporary and that the positions they were seeking to place these employees in would be serving TK – 3rd grade. One positions per grade level at each elementary school. The first positions would be filled by instructional aides and SESAs that are not needed in the SDC and RSP programs depending on the number of students in those classes. The tentative start date is January 4, 2021.</p> <p>It was moved, seconded, and carried by unanimous roll call vote (5– 0) to approve the Temporary Classified Job Description for Hybrid Instruction, for staff members to assist with monitoring students in both the virtual and in-person settings, as the teacher determines on a daily basis, the help will be provided 4 days per week (Monday, Tuesday, Thursday, and Friday),</p>

Wednesdays are asynchronous learning time only and this support will not be needed, and that the Superintendent or designee be authorized to execute the necessary documents.

2019/20 Capital Facilities Report – Developer Fees

Mr. Bennett 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); and refunds issued (if applicable).

Resolution 2020/21 No. 815 Finding the Proposed Olita Elementary School Project Exempt from the California Environmental Quality Act (CEQA), Approving the Filing and Recording of a Notice of Exemption and Approving the Project

It was moved, seconded, and carried by unanimous roll call vote (5– 0) to adopt Resolution 2020/21 No. 815 finding the proposed Olita Elementary School project exempt from CEQA, approving the filing and recording of a NOE, approving the Project, and authorizing the Superintendent or designee to execute the necessary documents.

Resolution 2020/21 No. 816 Finding the Proposed Macy Elementary School Project Exempt from the California Environmental Quality Act (CEQA), Approving the Filing and Recording of a Notice of Exemption and Approving the Project

It was moved, seconded, and carried by unanimous roll call vote (5– 0) to adopt Resolution 2020/21 No.816 finding the proposed Macy Elementary School project exempt from CEQA, approving the filing and recording of a NOE, approving the Project, and authorizing the Superintendent or designee to execute the necessary documents.

Resolution 2020/21 No. 817 Approving the Guaranteed Maximum Price of \$5,350,559 and the Lease-Leaseback Contract with Erickson Hall Construction Company for the HVAC, Roof Replacement, Fire Alarm, Sewer, ADA, and Related Work at Macy Elementary School

It was moved, seconded, and carried by unanimous roll call vote (5– 0) to adopt Resolution 2020/21 No. 817 approving the Guaranteed Maximum price of \$5,350,559 for the Lease-Leaseback Contract with Erickson Hall Construction Company for the HVAC, Roof Replacement, Fire Alarm, Sewer, ADA, and Related Work at Macy Elementary School, Funding Source: Measure LL General Obligation Fund – Fund 21.0, and authorizing 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.

Approval of Consultant Agreement with Paul Luna to Provide Graphic Design

Approved the consultant agreement with Paul Luna to provide graphic design work for District communication of programs and facilities for the 2020/21 school year, for an amount not to exceed \$3,000.00, Funding for this

Work for District Communication of Programs and Facilities for the 2020/21 School Year	expenditure will be covered by the Fund 40 Account, and that the Superintendent or designee be authorized to execute the necessary documents.
Acceptance of Gift/Donations	Ratified the acceptance of donations as listed: Young Kim –Candidate for Assemblywoman and Karat Packaging, Inc. & Subs - 50 cases face masks at a value of \$25,000.00, and 150 cases hand sanitizer at a value of \$7,200.00, and requested a letter of appreciation be written to the donors.
Approval of Student Teaching Experience Agreement with California State University, East Bay, Effective November 1, 2020, through June 30, 2025.	Approved the student teaching experience agreement with California State University, East Bay, effective November 1, 2020, through June 30, 2025, at no cost to the District, and that the Superintendent or designee be authorized to execute the necessary documents.
Purchase Order Report 2020/21 #4	Approved Purchase Order Report 2020-21 #4, as attached, which lists all warrants issued September 17, 2020, through October 6, 2020.
Warrant Listing Report 2020/21 #4	Approved Warrant Listing Report 2020-21 #4, as attached, which lists all warrants issued September 25, 2020, through October 16, 2020.
Employer-Employee Relations/Personnel Report 2020/21 #4 Which Includes Hiring, Resignations, Contract Adjustments, and Retirements for Certificated, Classified, and Confidential Employees	Ratified Employer-Employee Relations/Personnel Report 2020/21 #4, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.
Approval of Memorandum of Understanding (MOU) with the California School Employees Association (CSEA) and the Lowell Joint School District	Approved the Memorandum of Understanding with the California School Employees Association and the Lowell Joint School District, addressing items of working conditions such as personal protective equipment provisions, training related to COVID-19 protective measures, cleaning and disinfecting practices, and leaves related to COVID-19 medical issues, and that the Superintendent or designee be authorized to execute the necessary documents.
Approval of Consultant Agreement with Christian Penuelas to Create Reopening Videos for Hybrid Attendance during the 2020/21 School Year	Approved the consultant agreement with Christian Penuelas, to Create Reopening Videos for Hybrid Attendance for each of the Lowell Joint schools and additional video productions as needed for the District during the 2020/21 School Year, NTE \$7,000.00, which includes an amount NTE \$800 per school and the remaining amount up to \$2,200 be allocated for District use, Funding for this expenditure will be covered by Learning Loss Mitigation Funding, and that the Superintendent or designee be authorized to execute the necessary documents.

Acceptance of Notice of Completion, American Integrated Resources for Abatement and Demolition at El Portal Elementary School

Accepted a Notice of Completion, American Integrated Resources, El Portal Elementary School, \$ 241,008.00 (21.0-00000-0-00000-85000-6230-001000) PO 86008, Measure LL Bond Fund, and that the Superintendent or designee be authorized to execute the necessary documents.

Acceptance of Notice of Completion, RDM Electrical for Electrical and Low Voltage at El Portal Elementary School

Accepted a Notice of Completion, RDM Electric, El Portal Elementary School, \$393,913.00 (21.0-00000-0-00000-85000-6230-001000) PO 86012, Measure LL Bond Fund, and that the Superintendent or designee be authorized to execute the necessary documents.

Acceptance of Notice of Completion, Adkan Engineers for the Topographical Survey at Macy Elementary School

Accepted a Notice of Completion, Adkan Engineers for Topographical Survey, Macy Elementary School, \$14,920.00 (21.0-00000-0-00000-85000-6230-006000) PO 86012, Measure LL Bond Fund, and that the Superintendent or designee be authorized to execute the necessary documents.

Board Member/
Superintendent Comments

Mrs. Shackelford wanted to give a shout out to Mr. Van Deist from Rancho Starbuck for assisting her nephew with the transition he has made coming from another school. When great work is done that it needs to be recognized and that all of our teachers are doing a great job.


Mr. Coombs mentioned that Carol Shaw, a retired teacher from El Portal, and her participation in the Daughters of the American Revolution. DAR had nominated Mr. Van Diest as a Social Science Teacher of the year.

Adjournment

President Schambeck declared the meeting adjourned at 8:18 p.m. in accordance with Government Code Section 54956.9 (a, b, c) and indicated no further public action would be taken

Date Approved:

12-14-2020



Clerk/President/Secretary to the Board of Trustees



LOWELL JOINT SCHOOL DISTRICT

EDUCATIONAL ASSISTANT TEMPORARY POSITION

Classified Salary Schedule
Range 14

JOB SUMMARY:

Under direction of the classroom teacher, and the supervision of school principal or designee, serves as an assistant in the provision of instructional and paraprofessional support for students including intensified learning experiences, ingress and egress on campus, and performs other related routine clerical and non-instructional duties as required.

ESSENTIAL FUNCTIONS:

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the classification.

- Assists in providing intensified learning experiences for individual students in identified academic areas.
- Performs support to teachers with the presentation of learning materials through tutoring individual or small groups of students.
- Assists the teacher in a virtual or hybrid setting by monitoring student activity online and redirecting wayward students, providing virtual small group instruction as directed by the teacher.
- Attends in-service training as directed.
- Supervises students on school grounds.
- Organizes materials and supplies for student activities.
- Maintains open communication, monitors progress, collects student data and reports to principal and classroom teachers.
- Observes student behavior and interaction with learning process for reporting to the teacher.
- Provides positive feedback and tips to reinforce student learning.
- Ensures that student safety rules are obeyed.
- Reports unauthorized activities and unauthorized persons on school grounds and unsafe conditions to appropriate site administrator.
- Assists in supervision of students, both at play and during ingress and egress at the school campus.
- Functions as an appropriate role model for students, providing proper examples, emotional support and a friendly attitude and general guidance.
- Adhere to the appropriate code of ethics and student confidentiality.
- Performs other related duties as assigned.

QUALIFICATION GUIDELINES:

Knowledge of:

- Basic methods of instruction, including arithmetic, grammar, spelling, language and reading.
- General classroom procedures, rules of conduct and appropriate student guidance; safe practices in classroom and playground activities.
- Instructional principles of administering, scoring and interpreting examinations.
- Operation of standard office and classroom equipment.
- Interpersonal skills, using tact, patience, and courtesy.
- Effective written and oral communication skills.

Ability to:

- Provide instruction, supervise and discipline students according to approved policies and procedures.
- Communicate clearly and concisely, both orally and in writing.
- Work confidentially with discretion and independently with little supervision.
- Operate a variety of standard office and classroom equipment.

Ability to (continued):

- Participate in student activities.
- Maintain confidentiality of records and information.
- Implement and give oral direction and deal with problems firmly and fairly as soon as they arise.
- Establish and maintain cooperative and effective working relationships with students, staff and parents.
- Perform clerical duties; establish and maintain effective record keeping procedures.
- Lift and move items weighing up to 50 pounds.

Education/Training/Experience:

Completion of high school or General Education Diploma (GED). Must meet one of the following qualifications as defined by the NCLB Act (SB1405): (1) AA degree or higher; (2) completion of at least 48 units of course work at an institution of higher education; (3) successfully pass the District's local assessment test. Volunteer or paid experience working with children is preferred.

PHYSICAL STANDARDS AND WORKING CONDITIONS:

The physical and mental demands and work environment described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. These physical demands are generic in nature and tasks may vary dependent on specific trade and or specialized work assignment.

Physical Demands:

Physical demands of this position include walking, walking briskly, sitting and/or standing for extended periods of time. Frequent to occasional bending at the waist is required. Employees may reach overhead as well as above the shoulders and horizontally.

Mental Demands:

Employee must be able to comprehend and follow written and oral instructions; interpret policies and procedures; and interact cooperatively with District staff, students, and parents.

Work Environment:

While performing the duties of this job, the employee works in several environments including classroom, indoor and outdoor environments and on or near student playground equipment. There is frequent contact with staff. The noise level is moderate.

The information contained in the physical standards description is for compliance with ADA and is not an exhaustive list of duties performed. Individuals who hold this position may perform additional duties and additional duties may be assigned.

WORK PERIOD:

During Hybrid school model, 4 days per week, up to 3.25 hours per day

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2020/21 NO. 815

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT OF LOS ANGELES
AND ORANGE COUNTIES, CALIFORNIA,
ADOPTING A NOTICE OF EXEMPTION FOR
THE OLITA ELEMENTARY SCHOOL PROJECT**

WHEREAS, the Lowell Joint School District (“District”) operates Olita Elementary School at 950 S. Briercliff Drive, La Habra, California; and

WHEREAS, the District proposes a project at Olita Elementary School (“Project”); and

WHEREAS, the proposed project consists primarily of re-roofing existing buildings, and replacing existing HVAC units with rooftop units;

WHEREAS, prior to commencement of the Project, the District must comply with the California Environmental Quality Act (“CEQA”); and

WHEREAS, categorical exemptions to CEQA are set forth in Article 19 of Title 14 of the California Code of Regulations (“CEQA Guidelines”); and

WHEREAS, the Project is exempt under CEQA Guidelines Section 15301; and

WHEREAS, CEQA Guidelines Section 15301, Existing Facilities, sets forth an exemption from CEQA for the operation, repair, permitting, leasing, or minor alterations of existing public structures, mechanical equipment or topographical features, involving little or no expansion of use; and

WHEREAS, the Project meets the criteria set by CEQA Guidelines Section 15301; and

WHEREAS, the District has determined that the project is not subject to the exceptions to categorical exemptions set forth in CEQA Guidelines Section 15300.2; and

WHEREAS, the Site is not in a sensitive environment of hazardous or critical concern; and

WHEREAS, the Project’s environmental effects of known successive projects of the same type, and the environmental effects caused by other District projects including Maybrook, and El Portal Elementary Schools, over time, are not environmentally significant and cumulatively considerable; and

WHEREAS, the District is unaware of any unusual circumstances that would result in a reasonable possibility that the project will have significant effect on the environment; and

WHEREAS, the Project will not damage scenic resources within a highway officially designated as a State scenic highway; and

WHEREAS, the Site does not appear on a list compiled pursuant to Government Code Section 65962.5 due to historic contamination; and

WHEREAS, the Project will not cause a substantial adverse change in the significance of a historical resource.

NOW, THEREFORE, the Board of Education of the Lowell Joint School District

hereby resolves as follows:

1. That the above recitals are all true and correct.
2. That the District has considered whether the Project may have a significant effect on the environment.
3. That the District has concluded that the Project will not have a significant effect on the environment.
4. The District adopts the Notice of Exemption (NOE) and incorporates the NOE by reference as fully set forth herein.
5. That the Project is subject to CEQA Guidelines Section 15301 and is not subject to any exemptions found in CEQA Guidelines Section 15300.2 and is therefore exempt from CEQA.
6. That the District approves the project.
7. That the District Superintendent, or Designee, is instructed to file and/or record a Notice of Exemption from the California Environmental Quality Act, consistent with this Resolution with any and all appropriate public agencies or entities, subject only to minor, non-substantive revisions, if necessary.
8. That this Resolution shall take effect immediately upon its adoption.

APPROVED AND ADOPTED this 2nd day of November, 2020, by the following vote:

AYES: Fred Schambeck, William Hinz, Melissa Salinas, Anastasia Shackelford, Karen Shaw

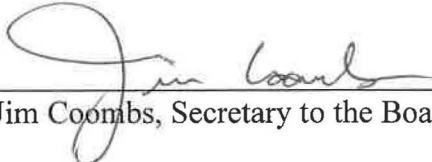
NOES: None

ABSTAIN: None

ABSENT: None

I, Jim Coombs, Secretary to the Board of Trustees of the Lowell Joint School District of Los Angeles and Orange Counties, California, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on the 2nd day of November, 2020, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 2nd day of November, 2020



Jim Coombs, Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2020/21 NO. 816

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT OF LOS ANGELES AND ORANGE COUNTIES,
CALIFORNIA, ADOPTING A NOTICE OF EXEMPTION FOR THE
MACY ELEMENTARY SCHOOL PROJECT**

WHEREAS, the Lowell Joint School District (“District”) operates Macy Elementary School at 2301 West Russell Street, La Habra, California; and

WHEREAS, the District proposes a project at Macy Elementary School (“Project”); and

WHEREAS, the proposed project consists primarily of re-roofing existing buildings, replacing existing HVAC units with rooftop units, and upgrades to the current fire alarm system;

WHEREAS, prior to commencement of the Project, the District must comply with the California Environmental Quality Act (“CEQA”); and

WHEREAS, categorical exemptions to CEQA are set forth in Article 19 of Title 14 of the California Code of Regulations (“CEQA Guidelines”); and

WHEREAS, the Project is exempt under CEQA Guidelines Section 15301; and

WHEREAS, CEQA Guidelines Section 15301, Existing Facilities, sets forth an exemption from CEQA for the operation, repair, permitting, leasing, or minor alterations of existing public structures, mechanical equipment or topographical features, involving little or no expansion of use; and

WHEREAS, the Project meets the criteria set by CEQA Guidelines Section 15301; and

WHEREAS, the District has determined that the project is not subject to the exceptions to categorical exemptions set forth in CEQA Guidelines Section 15300.2; and

WHEREAS, the Site is not in a sensitive environment of hazardous or critical concern; and

WHEREAS, the Project’s environmental effects of known successive projects of the same type, and the environmental effects caused by other District projects including Maybrook, El Portal, and Olita Elementary Schools, over time, are not environmentally significant and cumulatively considerable; and

WHEREAS, the District is unaware of any unusual circumstances that would result in a reasonable possibility that the project will have significant effect on the environment; and

WHEREAS, the Project will not damage scenic resources within a highway officially designated as a State scenic highway; and

WHEREAS, the Site does not appear on a list compiled pursuant to Government Code Section 65962.5 due to historic contamination; and

WHEREAS, the Project will not cause a substantial adverse change in the significance of a historical resource.

NOW, THEREFORE, the Board of Education of the Lowell Joint School District hereby resolves as follows:

1. That the above recitals are all true and correct.
2. That the District has considered whether the Project may have a significant effect on the environment.
3. That the District has concluded that the Project will not have a significant effect on the environment.
4. The District adopts the Notice of Exemption (NOE) and incorporates the NOE by reference as fully set forth herein.
5. That the Project is subject to CEQA Guidelines Section 15301 and is not subject to any exemptions found in CEQA Guidelines Section 15300.2 and is therefore exempt from CEQA.
6. That the District approves the project.
7. That the District Superintendent, or Designee, is instructed to file and/or record a Notice of Exemption from the California Environmental Quality Act, consistent with this Resolution with any and all appropriate public agencies or entities, subject only to minor, non-substantive revisions, if necessary.
8. That this Resolution shall take effect immediately upon its adoption.

APPROVED AND ADOPTED this 2nd day of November, 2020, by the following vote:

AYES: Fred Schambeck, William Hinz, Melissa Salinas, Anastasia Shackelford, Karen Shaw

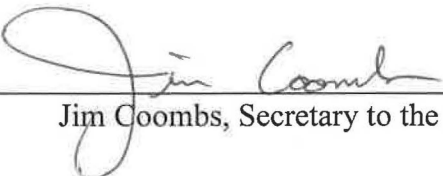
NOES: None

ABSTAIN: None

ABSENT: None

I, Jim Coombs, Secretary to the Board of Trustees of the Lowell Joint School District of Los Angeles and Orange Counties, California, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on the 2nd day of November, 2020, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 2nd day of November, 2020



Jim Coombs, Secretary to the Board of Trustees

LOWELL JOINT SCHOOL DISTRICT

RESOLUTION 2020/21 NO. 817

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT OF LOS ANGELES
AND ORANGE COUNTIES, CALIFORNIA, APPROVING THE AWARD OF PRE-CONSTRUCTION
AND LEASE-LEASEBACK SERVICES FOR THE MACY ELEMENTARY SCHOOL PROJECT TO
ERICKSON-HALL CONSTRUCTION**

WHEREAS, the Lowell Joint School District (“District”) plans to perform HVAC, roof replacement, fire alarm, sewer, ADA, and related work at Macy Elementary School (“Project”) utilizing the lease-leaseback construction delivery method, whereby the District will lease the site that it owns to a contractor who will construct improvements thereon and lease the Project and the underlying site back to the District;

WHEREAS, Education Code Section 17406 authorizes the governing board of a school district to let to any person, firm or corporation any real property belonging to the District if the instrument by which the property is let requires the lessee therein to construct on the demised premises, or provide for the construction thereon of, a building or buildings for the use of the school district during the term of the lease, and provides that title to that building shall vest in the school district at the expiration of that term;

WHEREAS, the selection of any lease-leaseback proposer pursuant to Education Code section 17406 shall be based on a competitive solicitation process and a contract shall be awarded to the proposer providing the “best value” to the school district, taking into consideration the proposer’s demonstrated competence and professional qualifications necessary for the satisfactory performance of the services required;

WHEREAS, pursuant to Education Code section 17400(b)(1), “best value” means a competitive procurement process whereby the selected proposer is selected on the basis of objective criteria for evaluating the qualifications of proposers with the resulting selection representing the best combination of price and qualifications;

WHEREAS, on September 9, 2019, the District’s Board of Education adopted the Resolution approving the Pre-construction Services Agreement and the Request for Proposals (“RFP”) for the Projects setting forth the criteria and scoring of the proposals, including relevant experience, safety record, price proposal, and other criteria specified by the District;

WHEREAS, the RFP previously approved by the Board included the form Lease-Leaseback Agreement;

WHEREAS, a Proposal Evaluation Committee evaluated the qualifications of the proposals based upon the criteria and evaluation methodology set forth in the RFP, assigned scores to each proposal, and once the evaluation process was complete, the District determined the proposer with the best value score;

WHEREAS, based on the Proposal Evaluation Committee’s assessment of proposals, Erickson-Hall construction (“Contractor”) achieved the highest best value score;

WHEREAS, the District desires the Contractor to perform Pre-construction Services at Macy Elementary School; and

WHEREAS, in order to construct the Project using the lease-leaseback construction delivery method, it is necessary that the District enter into a site lease, in which the site will be leased to the Contractor; which

provides for the sublease of the site and the lease of the Project by the Contractor back to the District; and a construction services agreement that contains construction provisions with which Contractor shall comply with respect to the construction of the Project (collectively, "Lease-Leaseback Agreement").

NOW, THEREFORE, THE BOARD OF EDUCATION OF THE LOWELL JOINT SCHOOL DISTRICT DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. Recitals. All of the recitals herein contained are true and correct.

Section 2. Determination of Best Value Contractor. The Lowell Joint School District implemented a RFP process and in accordance with Education Code section 17406, determined that Contractor was responsive and received the best value score based on the evaluation of objective criteria contained in the RFP.

Section 3. Award of Pre-construction Services Agreement. The District's Board of Education hereby awards Pre-construction Services Agreements included in the RFP to Contractor for Macy Elementary School, for an amount not to exceed \$16,500.

Section 4. Award of Lease-Leaseback Agreement. The District's Board of Education hereby awards lease-leaseback contract to Contractor for the Project. The Lease-Leaseback Agreement which includes the Sublease, Site Lease and Construction Services Agreement were included in the RFP.

Section 5. Guaranteed Maximum Price. After pre-construction services are completed, and subcontractors are selected by Contractor for the Projects, the guaranteed maximum price shall be negotiated and finalized for the Projects. The District's Board of Education must approve the final guaranteed maximum price prior to the start of any construction work on any Project. Pre-construction services shall be provided pursuant to a Pre-construction Services Agreement approved by the District's Board of Education.

Section 6. Other Acts; Delegation. The District's Board of Education hereby approves a delegation of authority and appoints its Superintendent, or his or her designee, who is hereby authorized and directed to negotiate and finalize the Pre-construction Services Agreements and Lease-Leaseback Agreements, and to carry out the intent of this Resolution. All actions taken pursuant to this delegation of authority shall be subject to ratification of the Board. Said delegation shall be valid until otherwise rescinded by the Board.

Section 7. Effective Date. This Resolution shall take effect upon adoption.

APPROVED, PASSED AND ADOPTED by the Board of Education of the Lowell Joint School District this 2nd day of November, 2020, by the following vote:


AYES: Fred Schambeck, William Hinz, Melissa Salinas, Anastasia Shackelford, Karen Shaw

NOES: None

ABSENT: None

ABSTAINED: None

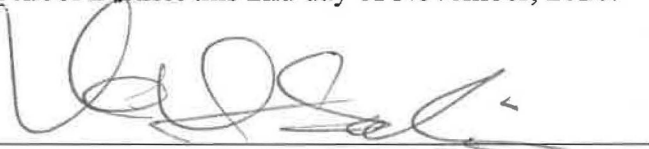
I, Fred Schambeck, President of the Lowell Joint School District Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of the resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which resolution is on file in office of said Board.



President of the Board of Education
Lowell Joint School District

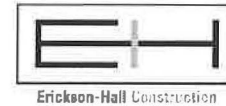
I, Melissa Salinas, Clerk of the Board of Education of the Lowell Joint School District, do hereby certify that the foregoing Resolution was introduced and adopted by the Board of Education of the Lowell Joint School District at a regular meeting thereof held on the 2nd day of November, 2020, by the following forgoing vote.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Lowell Joint School District this 2nd day of November, 2020.



Clerk of the Board of Education
Lowell Joint School District

Erickson Hall Construction Co.
Guaranteed Maximum Price
October 15th, 2020 (Revised October 20th, 2020)



	Macy ES HVAC, Roof & Fire Alarm Modernization	Budget
1	Survey	14,616
2	Erosion Control	24,363
3	Final Clean	24,685
4	Demolition & Abatement	514,953
5	Concrete	72,226
6	Rough Carpentry	494,798
7	Insulation	23,123
8	Roofing & Sheet Metal	941,123
8A	Delete Metal Roofing & Framing	(45,787)
9	Gypsum Board & Plaster	78,855
10	Acoustic Ceilings	129,581
11	Flooring	30,529
12	Painting	133,690
13	Window Coverings	63,824
13A	Delete All Window Coverings	(63,824)
14	Plumbing & Site Utilities	624,410
14A	Delete All Site Storm Drainage	(176,610)
14B	Surface Mounted Condensate Piping In Lieu Of Concealed	(33,435)
15	HVAC	405,105
16	Electrical & Fire Alarm	732,741
17	Site Specific Conditions	103,061
18	General Conditions	428,710
19	Preconstruction	30,000
19A	Reduction In Preconstruction Fee	(13,500)
	SUBTOTAL	4,537,237
	Fee at 5%	226,862
	SUBTOTAL	4,764,099
	Insurance at 1.05%	50,023
	Bond at 1.05%	50,023
	SUBTOTAL	4,864,145
	Project Contingency at 5%	243,207
	E&O Contingency at 5%	243,207
	Macy ES Guaranteed Maximum Price	5,350,559

Subject to the detailed clarification list dated 10/20/2020

Lowell Joint School District
Macy ES HVAC, Roof & Fire Alarm Modernization
GMP Clarifications
Dated 10/20/2020

The attached GMP Summary dated 10/20/2020 reflects the Erickson-Hall Construction Co. (EHCC) GMP for the Construction of Macy ES HVAC, Roof & Fire Alarm Modernization as designed by Ghataode Bannon Architects LLP.

This GMP is based on the following documents:

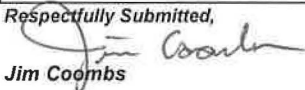
Macy Elementary School HVAC + Roof Upgrades Plans dated 12/19/19
Macy Elementary School HVAC + Roof Upgrades Project Manual dated 12/19/19
Macy Elementary School Fire Alarm Upgrades Plans dated 4/1/20
Macy Elementary School Fire Alarm Upgrades Project Manual dated 4/1/20
Addendum 1 dated 8/24/20
Addendum 2 dated 9/4/2020
Addendum 3 dated 9/14/2020
Limited Asbestors & XRF-Lead Assessment dated 8/28/2020
A-Tech Consulting, Inc. Procedure 5 Work Plan dated 8/28/2020

This GMP is based on the following Clarifications:

- 1 This GMP is based on a Notice to Proceed (NTP) issued on or before November 3, 2020, a construction start date of January 1, 2020 and a substantial completion date of July 30, 2020.
- 2 All utility company, city (easement, right of way, etc.), and health permits are not included.
- 3 Design costs, concrete and soils testing and inspection costs, IOR cost, permit costs, and hazardous material 3rd party inspections will be paid by the district.
- 4 Earthquake and Flood Insurance is excluded.
- 5 We have accounted for the Procedure 5 abatement inside the Kitchen attic area but we have not accounted for replacing any pipe or any plumbing rework. This work does not appear on the plans and there is not sufficient information in the hazmat report to know what is required.
- 6 We have not accounted for any transite sewer pipe removal.
- 7 Pavement Repair spec section 32 01 17 contains general statements to repair areas damaged by tree roots. The only pavement repair that we have accounted for, in addition to what is shown on the plans, is restoration of our laydown areas.
- 8 Actual roof dimensions and structural components are not consistent with the drawings and has been communicated to the architect. We have included a budget for the additional wood structural members as well as the additional demolition and abatement that is required.
- 9 Insulation has been included at wall and ceiling patch areas and at the mechanical roof curbs only. No new roof insulation is shown at the buildings or canopies.

- 10 Painting of the exterior walls of the buildings are limited to plaster patch areas.
- 11 Window covering replacement is included for Buildings 1-4 only as indicated on the drawings.
- 12 We assume that the campus will not have kids present during construction. We have not accounted for phasing.
- 13 We assume that classroom furniture will be removed prior to the start of construction.
- 14 GMP assumes that alternates would take place at the same time as the rest of the work.
- 15 If new metal roofing scope is deleted, we have accounted for painting the underside of the existing metal roofing.

PURCHASE ORDERS FOR BOARD APPROVAL
November 2, 2020

NO#	VENDOR	DESCRIPTION	AMOUNT
86162	HOTSY	ELECTRIC STATIC SPRAYER	\$929.66
86163	TURF STAR	REPAIR-BIG MOWER	\$700.00
86164	COVENANT AIR SYSTEMS	A/C SERVICE REPAIR-EL PORTAL & JORDAN	\$490.00
86165	NEW MANAGEMENT	LOCK BLOCKS	\$505.89
86166	COVENANT AIR SYSTEMS	A/C REPAIR-MEADOW GREEN	\$518.75
86167	SENTRY SIGNS AND PRINTING	BANNER	\$140.16
86168	ATKINSON, ANDELSON, LOYA, RUUD AND ROMO	MANAGING LEAVES WORKSHOP	\$149.00
86169	TURNITIN	ONLINE TRAINING SESSIONS	\$2,175.00
86170	EDUCATION ADMIN WEB ADVISOR	COVID TRAINING PACKAGES FOR K-12 SCHOOLS	\$3,936.00
86171	READING WAREHOUSE	SPEC ED. CURRICULUM-BOOK ORDER	\$1,314.00
86172	MAKEMUSIC	ADDITIONAL TEACHERS ON SUBSCRIPTION	\$80.00
86173	CPEN MEDIA/CHRISTIAN PENUELOS	VIDEO FOR RANCHO STAFF DATED 7/21/20	\$570.00
86174	N2Y	SUBSCRIPTION RENEWALS	\$1,953.61
86175	EHP SOLUTIONS	DOCUMENT CAMERAS-SLPS	\$1,678.64
86176	BEARCOM	WALKIE TALKIE ANTENNA REPLACEMENTS	\$21.00
86177	PQ BIDS	PREQUALIFICATION FOR PROSPECTIVE BIDDERS SERVICES-3 YR	\$30,000.00
86178	BUG FLIP	OPEN PURCHASES 2020-21, MOSQUITO AND FLEA TREATMENTS	\$5,000.00
86179	CINTAS	MOBIL THERMOMETERS, ANTIMICROBIAL WIPES	\$16,000.00
86180	SOUTHWEST SCHOOL SUPPLY	ADDITIONAL STUDENT DESK TRIFOLD GUARDS	\$5,601.31
86181	FLOCABULARY	ONE YEAR SUBSCRIPTION -EP	\$2,500.00
86182	JONES AWARDS	MEDALS	\$437.85
86183	WPS	PEP BOOKLETS-PSYCHS	\$222.27
86184	HAUFFE CO	DSA INSPECTOR OF RECORDS-MACY 9/15/20-9/14/2021	\$104,160.00
86185	VOID	VOID	\$0.00
86186	MIND RESEARCH INSTITUTE	ST MATH RENEWAL 2020-21	\$4,000.00
86187	MIND RESEARCH INSTITUTE	ST MATH RENEWAL 2020-21	\$4,000.00
86188	MIND RESEARCH INSTITUTE	ST MATH RENEWAL 2020-21	\$4,000.00
86189	MFASCO.COM	PLASTIC STORAGE BOXES	\$115.60
		<i>Respectfully Submitted,</i> 	\$ 191,198.74
		Jim Coombs	Superintendent of Schools

"B" WARRANTS FOR BOARD APPROVAL ON:
November 2, 2020

"B" WARRANT DOCUMENTS : 333 - 578, 3020 - 3026

1,009,920.20

THE FOLLOWING "B" WARRANT VOUCHERS ARE INCLUDED IN THE ABOVE SEQUENCE OF NUMBERS SUBMITTED FOR APPROVAL. ANY INTERRUPTIONS IN THE SEQUENCE ARE DUE TO THE VOUCHER BEING HELD FOR AUDIT BY LACOE AND RELEASED AT A LATER DATE. THE 3000s INDICATE A NUTRITION SERVICES PAYABLE.

NO.	VENDOR	AMOUNT
333	IMPERIAL SPRINKLER-GROUNDS-SUPPLIES	550.82
426	SOUTHWEST SCHOOL SUPPLY-ALL SITES, SUPPLIES	14,232.42
428	SOUTHWEST SCHOOL SUPPLY-RS, SUPPLIES	731.87
430	GHATODE BANNON ARCHITECTS-BOND, CONTRACT SVCS	21,860.93
439	WILLIAM MCGILL-SPEC ED, HEALTH ROOM SUPPLIES	472.92
440	SCHOLASTIC INC-MACY, SUPPLIES	111.22
441	YOVANNA RIVERA-JORDAN, PURCHASE REIMBURSEMENT	29.65
446	CINTAS FIRE PROTECTION-MAINTENANCE, SERVICES	730.56
447	EAST WHITTIER GLASS & MIRROR-EP, SUPPLIES	584.25
448	FRONTIER COMM-DISTRICT, UTILITIES	1,079.92
449	PEST OPTIONS INC.-EP, MACY-SERVICES	555.00
450	SO CAL GAS-MGUTILITIES	66.64
451	SO CAL EDISON-EP, UTILITIES	4,514.56
452	SO CAL GAS-UTILITIES	15.46
454	TIME WARNER CABLE-COMM, UTILITIES	5,143.08
455	TIME WARNER CABLE-COMM, UTILITIES	650.89
456	TIME WARNER CABLE-COMM, UTILITIES	791.34
457	TIME WARNER CABLE-COMM, UTILITIES	878.74
	EARLY RETIREE REIMBURSEMENTS	
458	DAWN AANDAHL	525.39
459	BRENT ALLSMAN	506.24
460	ELIZABETH KANESHIRO	948.67
461	SHELLEY MARKER	525.39
462	PENNY MAYERCHECK	1,189.78
463	BRUCE PATTILLO	506.24
464	RONALD RANDOLPH	630.56
465	GAYLE ROGERS	245.78
466	CLAUDIA SCHALCHLIN	525.39
467	REBECCA STEPHENSON	525.39
468	EMILY WAKEFIELD	525.39
469	HOLLY WOLFE	525.39
470	IMPERIAL SPRINKLER-GROUNDS-SUPPLIES	1,825.27
471	AMERICAN FIDELITY-VOLUNTARY DEDUCTIONS	17,737.69
472	AMERICAN FIDELITY-VOLUNTARY DEDUCTIONS	6,524.60
473	CREDIT UNION OF SO CAL-VOLUNTARY DEDUCTIONS	2,887.80
474	SCHOOLS FIRST FED CREDIT UNION-VOLUNTARY DEDUCTIONS	22,875.00
475	BEE GONE BEE REMOVAL-MAINTENANCE, SVC CALL	100.00
476	BUG FLIP-DISTRICT-CONTRACT SERVICES	165.00

477	CITY OF LA HABRA-EP, UTILITIES	975.52
478	EAST WHITTIER GLASS & MIRROR-MAYBROOK, SUPPLIES	4,086.00
479	MCI VERIZON-DISTRICT, UTILITIES	15.07
480	SO CAL GAS-JOR, DISTRICT-UTILITIES	111.44
481	SO CAL EDISON-RS, UTILITIES	9,953.08
482	VERIZON WIRELESS-DISTRICT-CELLULAR SVCS	4,382.30
483	TMOBILE-DISTRICT UTILITIES	1,786.49
484	UNITED REFRIGERATION-MG, MO, MAYBROOK	1,245.12
485	SO CAL EDISON-JOR, DO, MO-UTILITIES	9,660.97
486	CITY OF LA HABRA-EP, UTILITIES	1,706.04
487	BUENA PARK PLAQUE & TROPHY - SUPPLIES	64.11
488	CRISTIAN BOGDAN-TECH, MILEAGE REIMBURSEMENT	64.19
489	EMERGENCY MED PRODUCTS-BOND, FACILITIES	249.24
490	EHP SOLUTIONS-LLM-SUPPLIES	48,967.54
492	ADKAN ENGINEERS - BOND/ CONTRACT	5,371.20
493	GHATODE BANNON ARCHITECTS-BOND, CONTRACT	6,380.43
494	GHATODE BANNON ARCHITECTS-BOND, CONTRACT	139,541.33
495	GHATODE BANNON ARCHITECTS-BOND, CONTRACT	32,300.00
496	HAUFFE CO.-MAINTENANCE, CONTRACT SVCS	10,416.00
497	CF ENVIRONMENTAL - BOND/ CONTRACT	27,147.35
498	ICS SERVICE CO.-EP,JO, OLITA-SERVICES	1,117.59
499	ICS SERVICE CO.- BOND/ CONTRACT SERVICE	18,895.50
500	KOURY ENGINEERING & TESTING - BOND/ CONTRACT	38,637.25
501	INTRADO INTERACTIVE SVCS-TECH, SUPPLIES	5,029.64
502	KRISTEN GOBER-PURCHASE REIMBURSEMENT	200.00
503	NCS PEARSON-SPEC ED, SUPPLIES	121.28
504	WHITTIER AREA COOPERATIVE - SPECIAL ED. SERVICE	26,579.35
505	CORE CONTRACTING, INC - BOND/ CONTRACT	186,399.00
506	CITY OF LA HABRA-NUTRITION SVCS, MAINTENANCE	1,486.08
507	LEARNING CITY-EP ANNUAL SUBSCRIPTION	675.00
508	SPARKLETTS-RS, SUPPLIES	82.20
509	WILLIAM MCGILL-SPEC ED, HEALTH ROOM SUPPLIES	1,345.09
511	WPS-SPEC ED-FORMS	393.21
514	MIND RESEARCH INSTITUTE-EP, MG-ANNUAL RENEWAL	8,000.00
515	SOUTHWEST SCHOOL SUPPLY-ALL SITES, SUPPLIES	604.43
516	YUMI YAMAMOTO-JO, LIBRARY SUPPLIES REIMB.	114.83
518	LECIA GUNSALUS-JORDAN, PURCHASE REIMBURSEMENT	23.30
519	DEBRA LEES- CONTRACT SERVICES	1,400.00
520	CRISTIAN PENUELAS-RS, CONTRACT SVCS	1,820.00
521	HOME DEPOT PRO-MAINTENANCE, MATERIALS/SUPPLIES	3,455.43
522	PLUMBING WHOLESALE OUTLET-MACY	304.88
523	AAA ELECTRICT MOTOR SALES/SVC-M&O	47.78
524	PEST OPTIONS INC.-RS-SERVICES	112.56
525	PDQ EQUIPMENT RENTAL - CONTRACT SERVICE	2,473.02
526	SO CAL EDISON- MG-UTILITIES	4,796.67
527	SO CAL GAS-MACY, UTILITIES	59.57
528	SUBURBAN WATER-MG, RS, DO-UTILITIES	13,813.04
530	SOUTHWEST SCHOOL SUPPLY- SCHOOL SUPPLIES	84,025.92

531	DELTA DENTAL- CERT. RETIREE VOLUNTARY PLAN	876.86
532	THE STANDARD- EMPLOYEE VOLUNTARY DEDUCTIONS	5,050.62
535	HUNTINGTON HARDWARE - MAINTENANCE SUPPLIES	4,925.80
536	MCI A VERIZON CO. - UTILITITES/ SERVICES	6.77
537	SUBURBAN WATER SYSTEMS - WATER/ UTILITIES	8,133.13
538	AMERICAN EXPRESS - CREDIT CARD PURCHASES	6,820.03
539	DIVISION OF THE STATE ARCHITECT	75,087.60
540	CANNINGS HARDWARE LA HABRA - SUPPLIES	109.17
541	LOGMEIN COMMUNICATIONS - TECHNOLOGY SERVICE	4,168.90
542	SOUTHERN CALIFORNIA EDISON - UTILITIES/ SERVICES	53.72
543	WARE DISPOSAL - MONTHLY TRASH SERVICES	1,714.50
544	CALIF. TEACHERS ASSOC./ EMPLOYEE DEDUCTIONS	14,951.83
545	ASSOC. OF CA. SCHOOL ADMIN./ EMP. DEDUCTIONS	337.37
546	CA. ASSOC. OF SCHOOL PSYCHOLOGY/ EMP.DEDUCTIONS	15.50
547	CALIF. SCHOOL EMPLOYEES ASSOC./EMP. DEDUCTIONS	3,314.82
548	PACIFIC EDUCATORS, INC./ EMPLOYEE DEDUCTIONS	77.00
549	UNITED WAY OF GREATER L.A. - EMPLOYEE DEDUCTIONS	10.00
550	ABES PLUMBING INC. - MAINTENANCE SERVICE	700.00
551	ALPHABET SIGNS - BOND/ SUPPLIES	110.49
553	CDW GOVERNMENT, INC. - SUPPLIES	637.20
554	DASH MEDICAL GLOVES - SUPPLIES	222.49
555	DATA IMPRESSIONS - SUPPLIES	25,981.84
556	EHP SOLUTIONS - SUPPLIES	1,690.13
558	FLOCABULARY - CONTRACT SERVICES	2,500.00
559	F.M. THOMAS AIR CONDITIONING - SERVICES	1,727.00
561	CHRISTIAN BOGDAN - MILEAGE REIMBURSEMENT	28.13
564	DIXIE LORD - SUPPLIES REIMBURSEMENT	102.77
565	RANDI VASQUEZ - MILEAGE REIMBURSEMENT	11.28
566	JOHN ZAPPULLA -MILEAGE REIMBURSEMENT	39.51
567	GLASBY MAINTENANCE - MAINTENANCE SUPPLIES	4,443.16
568	BEST LAWNMOWER - MAINTENANCE SUPPLIES	62.74
569	HOLLY BRANDER - SUPPLIES REIMBURSEMENT	408.27
573	THE HARTFORD - EMPLOYEE PREMIUM	142.32
574	MARIKATE WISSMAN - SUPPLIES REIMBURSEMENT	9.40
575	CALIFORNIA DEPT. OF TAX & FEE - TAXES	228.00
577	YUMI YAMAMOTO - SUPPLIES REIMBURSEMENT	42.32
578	ADRIANA PONCE - SUPPLIES REIMBURSEMENT	56.10
3020	BOBBI JOHNSON-NUTRITION SVCS-PREPD MEAL REFUND	23.75
3021	BUG FLIP-NUTRITION SVCS-CONTRACT SERVICES	180.00
3022	LADY BUGS ENVIRONMENTAL TERMITE - NUTRITION/ SERVICE	55.00
3023	GOLD STAR FOODS - NUTRTIION SERVICES/ SUPPLIES	10,565.97
3024	P & R PAPER SUPPLY CO. - NUTRITION/ SUPPLIES	890.66
3025	DRIFTWOOD DAIRY - NUTRITION SERVICES/ SUPPLIES	9,514.03
3026	VALPRO, INC. - NUTRITION SERVICES/ SUPPLIES	5,162.74

LOWELL JOINT SCHOOL DISTRICT
EMPLOYER-EMPLOYEE RELATIONS PERSONNEL REPORT 2020/2021 #4

November 2, 2020

I. CERTIFICATED EMPLOYEES

A. CHANGE OF STATUS

NAME	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	SITE	COMMENTS
Lavin, Lindsey	10/12/2020	01/27/2021	RS	(AB375) FMLA Baby Bonding Leave

*It is further recommended that these individuals be approved for substitute teaching at the rate of \$131.00 per day and/or \$35.00 an hour rate (not to exceed six hours) as applicable and to include: Professional Development, Saturday School, Site Support Duties and Intervention

**It is further recommended that the individuals listed in Certificated Salaries for 2020-2021 is approved to instruct in the Intervention Programs. The rate of pay is \$35.00/hour and will be paid from Title I or LCFE Supplemental Grant Funds.

**It is further recommended that individuals listed in Certificated Salaries for 2020-2021 serve as home school teachers, if needed, for the 2020-2021 school year at a rate of \$35.00/hour, not to exceed five hours per week, per student. Mileage will be paid at the IRS Standard Mileage Rate for the 2020-2021 school year.

E. SUBSTITUTE CHANGE OF PAY

NAME	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	SITE	COMMENT
Sober, Jessica	10/21/2020	01/27/2021	DO	To be paid special long term rate of \$170.00 for Rancho Starbuck Math position.

*It is further recommended that these individuals be approved for substitute teaching at the rate of \$131.00 per day and/or \$35.00 an hour rate (not to exceed six hours) as applicable and to include: Professional Development, Saturday School, Site Support Duties and Intervention

**It is further recommended that the individuals listed in Certificated Salaries for 2020-2021 is approved to instruct in the Intervention Programs. The rate of pay is \$35.00/hour and will be paid from Title I or LCFE Supplemental Grant Funds.

**It is further recommended that individuals listed in Certificated Salaries for 2020-2021 serve as home school teachers, if needed, for the 2020-2021 school year at a rate of \$35.00/hour, not to exceed five hours per week, per student. Mileage will be paid at the IRS Standard Mileage Rate for the 2020-2021 school year.

Dominic Gonzales

II. CLASSIFIED EMPLOYEES 10/05/20

A. MONTHLY – GENERAL FUND

<u>NAME/ EMPLOYEE ID#</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>RANGE/ STEP</u>	<u>SITE</u>	<u>COMMENTS</u>
Aguyao, Leo	10/19/20	11/22/20	R21/S5	EP	Night Custodian/Working out of Class
Brown, Matthew	10/19/20	11/22/20		EP	Day Custodian/Extended Illness Leave

B. HOURLY – GENERAL FUND

<u>NAME/ EMPLOYEE ID#</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>RANGE/ STEP</u>	<u>SITE</u>	<u>COMMENTS</u>
Ayers, Becca	10/13/20	12/17/20		OL	Instructional Assistant/ Temporary Increase of Hours
Garcia, Olivia	10/13/20	12/17/20		OL	Instructional Assistant/ Temporary Increase of Hours
Goodman, Jennifer	09/21/20	11/05/20		RS	Instructional Assistant/ Medical Leave
Hanenburg, Cynthia	08/13/20	12/17/20		MG	Instructional Aide/Temporary Increase of Hours
Hendrickson, Jill	08/13/20	12/17/20		MG	Instructional Aide/Temporary Increase of Hours
Herman, Kathleen	10/13/20	12/17/20		MA	Instructional Assistant/ Temporary Increase of Hours
Jan, Sarah	10/16/20			MA	Instructional Assistant-RSP/ Resignation
Lickfelt, Rebecca	08/11/20	05/28/21		MG	Instructional Assistant/ Temporary Increase of Hours
Marquez, Francisco	08/13/20	12/17/20	R14/S1	DO	Instructional Assistant/ Substitute/Temporary Assignment
Mehta, Katheryn	10/05/20		R15/S1	OL	Special Education Support Aide/Replacement for Vacancy
Miller, Shelli	11/02/20	12/15/20		RS	Noon Duty Assistant/Extended Illness Leave
Mitchikoff, Nadine	08/13/20	12/17/20		MG	Instructional Aide/Temporary Increase of Hours
Morgan, Diane	10/13/20	12/17/20		OL	Instructional Assistant/ Temporary Increase of Hours
Price, Sarah	08/24/20	05/28/21		MG	Special Education Support Aide/ Temporary Increase of Hours
Sanford-Williams, Carol	10/19/20	12/17/20		OL	Instructional Assistant/ Temporary Increase of Hours
Smith, Grady	12/17/20			JO	Instructional Assistant-ABA/ Resignation
Valdez, Faith	10/26/20	11/20/20	R14/S1	MA	Instructional Assistant/ Substitute/ Temporary Assignment
Villarino, Pilar	10/13/20	12/17/20		MA	Instructional Assistant/ Temporary Increase of Hours

MEMORANDUM OF UNDERSTANDING
BETWEEN THE
LOWELL JOINT SCHOOL DISTRICT
AND THE
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND IT'S LOWELL JOINT CHAPTER 294
COVID-19 PANDEMIC

September 16, 2020

This Memorandum of Understanding is entered into between the Lowell Joint School (District) and the California School Employees Association and its Lowell Joint Chapter 294 (CSEA) concerning the impacts and effects of resumed District operations during the COVID-19 environment.

The District and CSEA recognize the importance of maintaining safe facilities and operations, for the benefit of the students and communities served by the District and its teachers and staff. We recognize the importance of prudent measures to prevent District employees, students, their families, or other people using District facilities from being exposed to or infected with COVID-19. We agree that reasonable continuity of District operations should be maintained, and reasonable accommodation should be made for District employees who are impacted by the pandemic.

The District and CSEA recognize that depending upon changes in the public health situation and governmental directives, during part or all of the 2020-21 school year the District might utilize distance learning, or in-person instruction, or different combinations of distance learning and in-person instruction. To facilitate the District's implementing either distance learning, in-person instruction, or an appropriate hybrid model, this MOU addresses some commitments that would only apply if students are coming to school sites for instruction.

To these ends, for the duration of this Agreement, the District and CSEA agree as follows:

- 1) The District will inform CSEA as soon as practicable should it learn of confirmed or likely COVID-19 infection of District employees or students utilizing District facilities. It is understood that individuals' privacy rights under HIPAA and CMIA will be maintained.
- 2) The District shall follow all federal, state, and local health orders including but not limited to the California Department of Education (CDE), California Department of Public Health (CDPH), and Los Angeles and Orange County Department of Public Health (LAC DPH). The District will provide CSEA with copies of any health order related postings.
- 3) The District will provide information required by orders from public health officials on public hygiene and sanitation. The District will ensure to the extent reasonably possible that its facilities have the required supplies for preventive sanitation measures (such as soap and water, disposable towels or tissues, and hand sanitizer), and personal protective equipment (PPE) required by public health officials including, but not limited to, gloves and face masks, The District recognizes its responsibility to ensure mask or face-shield use consistent with applicable orders to protect the health of students, employees, and the community. CSEA will cooperate with the District in any necessary public health actions including, but not limited to, those actions required by federal, state, and local departments of public health.

- a. The District will train unit members on health and safety protocols related to COVID-19, including worksite-specific plans and prevention.
 - b. The District will provide additional PPE for specific job duties, such as face shields for working in classrooms with students or engaging in symptom screening of students and staff.
- 4) The District shall make reasonable workplace adjustments to food preparation and service areas to achieve physical distancing between unit members and between unit members and students. Additionally, the District will implement reasonable operational changes in food distribution to attempt to limit the number of students in the cafeterias to best ensure physical distancing.
- 5) The District shall screen unit members for COVID-19 before entering the workplace and as part of the standard workday. Screening shall include visual symptom and wellness checks, COVID-19 symptom questionnaire, and temperature checks. Records of staff screenings shall be kept by the employee and be produced if the District or a health inspector requests.
- 6) Unit members shall report an unsafe working condition to their immediate supervisor. If the unit member is not satisfied with the supervisor's response, they may report the issue to CSEA. The unit member may be directed to complete alternate work or work under modified conditions.
- 7) In the event a CSEA unit member is exposed to a confirmed case of COVID-19 or is taken ill with COVID-19 as confirmed by a health practitioner, the unit member may use available leaves without fear of reprisal. Unit members who have exhausted their leaves may use applicable Education Code benefits. Unit members belonging to populations identified by federal or state authorities as uniquely vulnerable to the effects of the virus, including, but not necessarily limited to, persons age 65 or older, persons who are pregnant, and persons with chronic health conditions, shall be allowed to self-quarantine and use available leaves. Similarly, those unit members with medical proof of susceptibility to the virus should it be detected and confirmed by the local health department among students or staff at a facility will be granted leave as liberally as lawfully possible when consistent with the school's operational needs. CSEA will notify its members of the District's commitments but shall not encourage its members to take leave unless there is actually a medical reason. These situations shall be discussed with the employee through the interactive process to determine whether accommodations are possible.
- 8) The District will follow the Families First Coronavirus Response Act (FFCRA) in the implementation of all leaves related to COVID-19. FFCRA is in effect, by law, from April 1, 2020 – December 31, 2020. If available, unit members may use applicable leave balances to fill any gap in pay resulting from the 2/3 formula.
- 9) The District shall process workers' compensation claims consistent with the law, and with guidance from its workers' compensation claim administrator.
- 10) The parties agree that the District shall have the sole and exclusive right to determine whether a school is closed, maintained as open, or reopened after closure. During any District closure or curtailment of operations, the District may require unit members, including those determined to be essential to its continued operations, to remain onsite and perform their regular work assignment or work outside of their regular work assignment, including but not limited to pursuant to Government Code § 3100. The District agrees no unit member will be laid off with an effective