

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
February 5, 2018

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| CLOSED MEETING | President Hinz called the meeting to order at 6:30 p.m. at the District Office, 11019 Valley Home Avenue, Whittier. President Hinz declared the meeting recessed to closed session at 6:31 p.m. |
| CALL TO ORDER | President Hinz reconvened the meeting to open session at 7:35 p.m.

The flag salute was led by a staff member.

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

Trustees Absent: None.

Staff Present: Jim Coombs, Superintendent; Andrea Reynolds, Assistant Superintendent of Administrative Services, and Sheri McDonald, Assistant Superintendent of Instruction. |
| INTRODUCTION/
WELCOME | President Hinz welcomed CSEA President Darleene Pullen, LJEAPresident Allison Fonti, guests, and staff members present. |
| REPORTING OUT
ACTION (IF ANY)
TAKEN IN CLOSED
SESSION | This evening in closed session, the Board took action (4 – 0) to accept the resignation of Employee Identification Number FF7071692, and authorized the Superintendent or designee to execute the necessary documents. |
| ACKNOWLEDGEMENT
OF CORRESPONDENCE | None. |
| APPROVAL OF
AGENDA | It was moved, seconded, and carried by unanimous vote, (4 – 0) to approve the February 5, 2018, Board agenda. |
| APPROVAL OF
MINUTES | It was moved, seconded, and carried by unanimous vote, (4 – 0) to approve the minutes from the January 16, 2018, Board Meeting. |
| TOPICS NOT ON THE
AGENDA | None. |

TIMELY INFORMATION FROM THE BOARD AND SUPERINTENDENT Mr. Coombs introduced the Director of Technology Alan Mao. Mr. Mao comes highly recommended from the Fullerton Joint Union High School District. Mr. Mao is married to his wife, Jamie, who is a first grade teacher, and their two children, ages 10 and 8.

SCHOOL REPORTS Each Board Member shared highlights of their respective school.

RECOGNITION OF THE JOHN GREENLEAF WHITTIER CHAPTER DAUGHTERS OF THE AMERICAN REVOLUTION ESSAY CONTEST WINNER Mr. Coombs introduced Eden Reyes, fifth grade student from El Portal Elementary School. Eden won the John Greenleaf Whittier Chapter Society Daughters of the American Revolution American History Essay Contest for her grade level. Ms. Reyes was awarded a Certificate of Outstanding Achievement by President Hinz.

**** RECESS**** President Hinz declared a recess at 7:45 p.m. President Hinz reopened the meeting at 7:55 p.m.

APPROVAL OF THE ADDENDUM TO THE 2017/18 CONSOLIDATED APPLICATION Approved the Addendum to the 2017/18 Consolidated Application, and its submission to the California Department of Education, and authorized the Superintendent or designee to execute all necessary documents.

LCAP UPDATE AND LJSD DASHBOAD REVIEW Dr. Sheri McDonald shared highlights of the California School Dashboard and how the dashboard incorporates the LCAP. The presentation can be found at www.ljzd.org board meeting documents.

CONSENT CALENDAR It was moved, seconded, and carried by unanimous vote (4 – 0) to approve the consent calendar items under a consent procedure.

Approval of Memorandum of Understanding Between Lowell Joint School District and Biola University, Inc, for the 2017/18 School Year Ratified the Memorandum of Understanding between Lowell Joint School District and Biola University, Inc, with the effective dates of June 1, 2017, through May 31, 2018, at no cost to the District, and authorized the Superintendent or designee to execute the necessary documents.

Purchase Order Report 2017/18 #7 Approved Purchase Order Report 2017/18 #7, as attached, which lists all purchase orders issued December 14, 2017, through January 26, 2018.

Warrant Listing Report 2017/18 #7 Approved Warrant Listing Report 2017/18 #7, as attached, which lists all warrants issued January 2, 2018, through January 26, 2018.

Approval of Agreement with Magic Jump Rentals, Inc, to Provide Inflatables for Rancho-Starbuck Intermediate School's Boot Camp

Approved the agreement with Magic Jump Rentals, Inc, for inflatables for Rancho-Starbuck Intermediate School's Boot Camp, not to exceed \$3,990.00, and authorized the Superintendent or designee to execute the necessary documents.

Employer-Employee Relations/Personnel Report 2017/18 #7

Ratified Employer-Employee Relations/Personnel Report 2017/18 #7, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.

BOARD MEMBER/
SUPERINTENDENT
COMMENTS

Mr. Schambeck recently attended an event at Rancho-Starbuck Intermediate School and thanked the Principal, teachers, and custodial staff for a beautifully clean campus.

Mr. Coombs shared that three applicants applied for the provisional appointment to the Board of Trustees.

Mr. Coombs also shared that the Los Angeles County Office of Education (LACOE) recently sent correspondence that stated that the deadline to submit the provisional appointment to LACOE was later than anticipated. Therefore the direction of the Board was to extend the application filing by two weeks. The new deadline to submit applications would be February 16, 2018, at 5:00 p.m.

ADJOURNMENT

President Hinz declared the meeting adjourned at 8:22 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:

3/5/18

PURCHASE ORDERS FOR BOARD APPROVAL
February 5, 2018

NO#	VENDOR	DESCRIPTION	AMOUNT
83729	ORBIT EVENT RENTAL	RS-GRADUATION	\$1,721.00
83730	HANG SAFE HOOKS	MAINTENANCE-STOCK	\$2,272.13
83731	MIRACLE RECREATIONAL EQUIPMENT	OLITA-MATERIALS	\$2,418.60
83732	CINTAS FIRE PROTECTION	QTRLY MONITORING SERVICE	\$135.00
83733	ICS SERVICE CO	WALL CLOCK SERVICE REPAIR	\$356.00
83734	EAGLES SOFTWARE	ARIES CONFERENCE	\$525.00
83735	MOBY MAX	COMPUTER LICENSE	\$1,300.00
83736	US GAMES	PE EQUIPMENT	\$620.69
83737	PLAYERS BODY GEAR	T-SHIRTS CROSS COUNTRY	\$125.00
83738	ACTION TROPHY	STUDENT MEDALS	\$21.11
83739	WYNNOW GLEAN	CONSULTATION-REBRANDING THE SCHOOL	\$300.00
83740	UNIQUE LEARNING SYSTEM	1 YEAR PROGRAM/ OLITA	\$459.60
83741	RENAISSANCE	AR RENEWAL-2017/18	\$2,219.00
83742	FITNESS FINDERS	MEDALS	\$113.45
83743	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	LEGAL SERVICES FOR OCTOBER 2017	\$3,080.00
83744	ALL FOR KIDZ	STRING PACK, YO YO HOLSTER, NED YO, ETC	\$2,473.00
83745	TWO BIT CIRCUS FOUNDATION	STEAM LAB SET-UP	\$6,564.78
83746	CANINE SERVICES 11-9-17	NOVEMBER 2017	\$215.00
83747	LA HABRA MUSIC CENTER	BAND	\$88.74
83748	JW PEPPER	BAND	\$72.41
83749	IMPERIAL BAND INSTRUMENTS	BAND	\$243.25
83750	JIVE COMMUNICATIONS	DECEMBER 2017	\$3,096.16
83751	CDWG	EPSON REPLACEMENT PROJ LAMP	\$119.15
83752	FREEDOM REHABILITATION EQUIPMENT	SPECIAL ED-EQUIPMENT	\$3,814.10
83753	WESTONE	EAR PIECES	\$126.14
83754	I-SITE SOFTWARE	DIGITAL MENU DISPLAY SFTWRE LIC/HARDWRE	\$3,788.76
83755	CHEF'S TOYS	CONVECTION OVEN/JORDAN	\$12,803.89
83756	CHEF'S TOYS	CONVECTION OVEN/MACY	\$12,803.89
83757	CHEF'S TOYS	RS-KIOSK-VENDING CART	\$3,529.43
83758	LEADER SERVICES	MEDICAID SERVICES, NOVEMBER	\$130.17
83759	XCELL, INC.	IPAD DIGITIZER	\$120.00
83760	NEOPOST	INK CARTRIDGE	\$221.18
83761	AMERICAN EXPRESS	PURCHASES FOR DECEMBER 2017	\$2,909.18
83762	MOBIL SERVICE CENTER	SMOG TEST AND OIL CHANGE/N.S. TRUCK	\$132.03
83763	KRUSE SEED AND SUPPLY	CHICKEN COOP	\$700.00
83764	ROSE AND PUBLISHING	LIBRARY BOOKS	\$560.85
83765	SCHOOL FIX	PICK UP, DROP OFF SIGNS	\$69.23
83766	ACTION SALES	SERVING BUFFET	\$3,785.37
83767	LAKESHORE	CLASSROOM SUPPLIES	\$38.49
83768	SCHOLASTIC	MACY ORDER	\$491.30
83769	EDUCATIONAL DATA SYSTEMS	REPORTS 2017-18	\$200.00
83770	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	LEGAL SERVICES FOR NOVEMBER 2017	\$2,561.25
83771	SO CAL NUTRITION ASSOCIATION	WORKSHOP-VANESSA WILLIAMS	\$75.00
83772	LEARNING WITHOUT TEARS	WORKSHOP-LEARNING W/O TEARS-GUNSALUS	\$360.00
83772	PRENTICE SCHOOL	SPEECH, NOVEMBER 2017	\$301.00
			\$78,060.33

Respectfully Submitted,


 Jim Coombs
 Superintendent of Schools

"B" WARRANTS FOR BOARD APPROVAL ON:
February 5, 2018

"B" WARRANT DOCUMENTS :

187,675.28

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#		AMOUNT
926	PAR, INC. - SPECIAL ED., PSYCHOLOGIST FORMS	231.00
932	PROJECT SUPPORT SERVICES - JO/ OL, SEP. - OCT.	437.50
938	SOUTHWEST SCHOOL SUPPLIES - EP, SUPPLIES	99.53
940	JANICE JACOBSEN - CONSULTANT/ ART, NOV.	168.00
942	ATKINSON, ANDELSON, RUUD & ROMO - LEGAL SERV. OCT.	3,080.00
988	BARNES & NOBLE - RANCHO STARBUCK, BOOKS	679.25
997	IMPERIAL SPRINKLER SUPPLY - GROUNDS, MATERIALS	1,349.58
1000	LINDA TAKACS - SUPPLIES REIMBURSEMENT	603.42
1001	PDQ RENTAL CENTER - GROUNDS, RENTAL EQUIPMENT	264.00
1002	SOUTHERN CALIFORNIA GAS - NOV. - DEC.	303.08
1003	SOUTHERN CALIFORNIA EDISON - NOV. - DEC.	5,563.85
1004	IMPERIAL BAND INSTRUMENTS - RS, BAND SUPPLIES	243.25
1005	IMPERIAL BAND INSTRUMENTS - RS, BAND SUPPLIES	1,988.62
1006	LA HABRA MUSIC CENTER - BAND SUPPLIES, DEC.	88.74
1007	JW PEPPER & SONS - BAND SUPPLIES, DECEMBER	72.41
1008	MOBIL SERVICE CENTER - VEHICLE MAINTENANCE	432.96
1009	PRO-FAB CONSTRUCTION, INC. - RAMP INSTALLATION	10,500.00
1010	ORTCO, INC. - OLITA, PLAYGROUND REPAIRS	3,725.00
1011	JANICE JACOBSEN - CONSULTANT/ ART, DECEMBER	252.00
1012	SCHOLASTIC, JO, BOOK ORDER	1,557.95
1013	JACK STRADTMAN - MILEAGE REIMBURSEMENT, NOV.	235.40
1014	VICTORIA ALVAREZ - CONSULTANT/ WEB GRAPHICS	400.00
1015	UNUM LIFE INSURANCE PREMIUM- R. JONES, 1ST QTR	683.16
1016	ROBERT LAUPRECHT, JO-PURCHASE REIMBURSEMENT	130.83
1017	SCHOOL SVCS OF CA-FISCAL SERVICES, DEC 2017	260.00
1019	PRIORITY NEOPOST-SUPT., TONER	221.18
1020	XCELL INC.-EP, SUPPLIES	120.00
1021	TARA RYAN-MG, PURCHASE REIMBURSEMENT	32.00
1022	TWO BIT CURCUS FOUNDATION - OLITA, STEAM LAB	6,564.78
1023	TREMCO-M&O, SUPPLIES	2,730.00
1024	WPS-SPEC EDUC, FORMS, SUPPLIES	78.30
1025	APPLE, INC. - TECHNOLOGY, APPS/ SPEECH IPADS	69.97
1026	CDW GOVERNMENT - TECHNOLOGY SUPPLIES	1,854.94
1027	FULLERTON SCHOOL DISTRICT - BUSINESS CARDS	116.00
1028	CITY OF LA HABRA WATER DEPT. - NOV. - DEC.	1,986.83
1029	SUBURBAN WATER SYSTEMS - NOVEMBER - DECEMBER	4,589.57
1030	SOUTHERN CALIFORNIA GAS - NOVEMBER - DECEMBER	93.90
1031	SOUTHERN CALIFORNIA EDISON - NOV. - DEC.	4,181.27
1032	JIVE COMMUNICATIONS - TECHNOLOGY, DECEMBER	3,096.16

1033	VERIZON WIRELESS - NOVEMBER - DECEMBER	2,176.03
1034	LEADER SERVICES - MEDICAID REIMBURSEMENT, NOV.	130.17
1035	AMERICAN EXPRESS - DECEMBER PURCHASES	2,909.18
1036	DELTA DENTAL- CERT. RETIREE VOL. DENTAL PLAN, JAN.	1,813.62
1037	TIME WARNER CABLE, UTILITIES DEC 2017	5,352.42
1038	SUBURBAN WATER SYSTEMS -DECEMBER 2017	996.05
1039	WARE DISPOSAL, UTILITIES DEC 2017	2,600.68
1040	THE STANDARD- DEC 2017	5,245.01
1041	AMERICAN FIDELITY ASSURANCE-DEC 2017	7,868.95
1042	CSEA- DEC 2017	3,840.74
1044	SOUTHWEST SCHOOL SUPPLIES - EL, SUPPLIES	782.13
1045	SOUTHEAST CONSTRUCTION PROD-JORDAN, SUPPLIES	574.95
1046	CHRISTIAN MANGOLD - MA, PURCHASE REIMBURSEMENT	57.62
1047	MJ EVANOFF - MACY, PURCHASE REIMBURSEMENT	248.09
1048	AMY MCTEGGART - MA, PURCHASE REIMBURSEMENT	104.02
1049	MJ EVANOFF - MACY, PURCHASE REIMBURSEMENT	62.63
1050	DAVID SHUN - MA, PURCHASE REIMBURSEMENT	208.70
1051	MARIKATE WISSMAN - JORDAN, PURCHASE REIMB.	78.33
1052	YUMI YAMAMOTO - JO, PURCHASE REIMBURSEMENT	35.99
1055	ACSA- DEC 2017	800.00
1056	FITNESS FINDERS-MEADOW GREEN, SUPPLIES	113.45
1057	CDW GOVERNMENT - TECHNOLOGY SUPPLIES	1,313.90
1058	APPLE, INC. - TECHNOLOGY, SUPPLIES	86.51
1059	ELB, INC. - MACY, MOBILE BUNDLE	6,240.41
1060	AAA ELECTRIC MOTOR - MAINTENANCE/ MATERIALS	80.82
1061	BEST LAWNMOWER - GROUNDS SERVICE/ TOOLS	368.36
1062	BUG FLIP - DO/ RS, PEST CONTROL	45.00
1063	JAMES HARDWARE - JO/OL, MAINTENANCE	99.53
1064	LOWE'S-RANCHO, SUPPLIES	5.75
1065	PLUMBING WHOLESALE OUTLET - JO, MAINTENANCE	60.17
1066	THE SHERWIN WILLIAMS - MAINTENANCE MATERIALS	10.33
1067	SUPPLYWORKS - MAINTENANCE MATERIALS	807.02
1070	JANICE JACOBSEN - ART CONSULTANT, NOV. - DEC.	420.00
1071	EMI FUKUOKA - STAFF TRAINING/ CONSULTANT, DEC.	930.00
1072	WESTONE - SPECIAL ED., CUSTOM EARPIECES	106.00
1074	READY REFRESH NESTLE-DO, SUPPLIES	154.24
1075	SUBURBAN WATER SYSTEMS - DEC. - JAN.	2,372.46
1076	SOUTHERN CALIFORNIA EDISON - DEC. - JAN.	2,828.35
1077	MOBIL SERVICE CENTER - SMOG INSPECTION	49.75
1078	TIME WARNER CABLE - M&O, JANUARY - FEBRUARY	913.36
1079	FRONTIER COMMUNICATIONS - DECEMBER - JANUARY	53.03
1080	SOUTHERN CALIFORNIA GAS - DEC. - JAN.	359.29
1081	SOUTHERN CALIFORNIA EDISON - DEC. - JAN.	11,571.22
1082	N2Y, LLC - UNIQUE LEARNING SYSTEM	421.65
1083	PLAYERS BODY GEAR - CROSS COUNTRY SET UP	125.00
1084	PAR, INC - SPECIAL EDUCATION FORMS	743.04
1086	ASSOC. OF CA. SCHOOL ADMIN. - MEMBERSHIP 17-18	889.58
1087	ALL FOR KIDZ-MG, SUPPLIES	2,473.00

1088	ACTION TROPHY-JORDAN, SUPPLIES	21.11
1089	CINTAS CORP.-MAINTENANCE, SUPPLIES	858.65
1090	GLASBY MAINTENANCE-M&O, SUPPLIES	1,942.10
1091	GREEN'S SECURITY CENTERS-MG, SUPPLIES	155.72
1092	WALTERS WHOLESALE ELECTRIC-M&O, SUPPLIES	85.39
1093	TOTAL FUNDS BY HASLER - POSTAGE, DECEMBER	3,149.91
1094	RENAISSANCE LEARNING INC.-MG, RENEWAL	2,219.00
1095	WORLD POINT ECC, INC.-MAINTENANCE, SUPPLIES	52.95
	NUTRITION SERVICES	
3051	DRIFTWOOD DAIRY- NUTRITION SVCS DEC 2017	6,275.12
3052	ECOLAB-NUTRITION SVCS - SERVICES	344.28
3053	P&R PAPER SUPPLY CO.-NUTRITION SVCS	2,465.77
3054	SOUTHWEST SCHOOL SUPPLIES -NUTRITION, SUPPLIES	28.33
3055	SUNRISE PRODUCE-NUTRITION SVCS-DEC 2017	4,172.40
3056	MOBILE SERVICE CENTER, NUTRITION, SERVICES	132.03
3057	GOLD STAR FOODS, NUTRITION SVCS, SUPPLIES	14,478.66
3058	CHEF'S TOYS-NUTRITION, SUPPLIES	472.27
3059	VANESSA WILLIAMS-NUTRITION SVCS, REIMBURSEMENT	6.38
3060	BUG FLIP- NUTRITION SERVICES, SERVICE CALL	180.00
3061	SO CAL PIZZA CO-NUTRITION SVCS, SUPPLIES	5,110.20
3062	SO. CALIF. SCHOOL NUTRITION ASSOC. - MEETING	75.00
	EARLY RETIREE REIMBURSEMENTS - FEBRUARY 2018	
1043	PROJECT SUPPORT SERVICES - JO/ OL, DEC 2017	2,003.17
1053	MATTHEW GALLEGOS	100.00
1054	MIKE ORTIZ-LUIS	285.71
1069	EDDIE MIJARES-RS, DEC 2017 SERVICES	500.00
1104	DAWN AANDAHL	509.70
1105	DEBORAH ANDERSEN	923.03
1106	MARIANNE DOYLE MEDINA	509.70
1107	DONALD EVANS	1,107.78
1108	ANITA HAAG	509.70
1109	CLAUDIA HYATT	509.70
1110	JEANNE ANN JOHNSON	826.04
1111	ELIZABETH KANESHIRO	911.93
1112	KIM LIKERT	1,152.40
1113	BRAD MILLER	1,152.40
1114	CAROLINE PETERSON	1,152.40
1115	RONALD RANDOLPH	631.60
1116	GAYLE ROGERS	249.30
1117	NANCY ROGERS	1,152.40
1118	CARL ROMANO	1,152.40
1119	EILEEN RUSSELL	509.70
1120	HOLLY WOLFE	480.29
1121	EVA YESSIAN	509.70

LOWELL JOINT SCHOOL DISTRICT
EMPLOYER-EMPLOYEE RELATIONS/PERSONNEL REPORT 2017/18 #7

February 5, 2018

I. CERTIFICATED EMPLOYEES

A. CHANGE OF STATUS

	<u>NAME</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>SITE</u>	<u>COMMENTS</u>
1.	Goodwin, Dawn	12/20/17	06/01/18	OL	Medical Leave.
2.	Suzuki, Angela	01/17/18	02/06/18	EP	Medical Leave.
3.	Farmer-Kellogg, Melinda	02/02/18	05/01/18	JO	Medical Leave.

B. SUBSTITUTE CHANGE OF PAY

	<u>NAME</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>SITE</u>	<u>COMMENTS</u>
1.	Clark, Michelle	01/17/18	02/06/18	DO	To be paid at the special long term rate daily rate of \$150.00. Extension of End Date.
1.	Conforti, Tammy	02/02/18	05/01/18	DO	To be paid at the special long term rate daily rate of \$150.00.

II. CLASSIFIED EMPLOYEES

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>
1.	Blankenship, Rosemarie	01/18/18			DO	Executive Assistant to the Superintendent- Certificated Personnel/ Resignation
2.	Evanoff, Mary Jo	01/19/18	03/23/18	RN/S4	DO	Office Manager/Working out of Class
3.	FF7071692	12/19/17				Paid Administrative 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>
1.	Hutcherson, Angela	01/07/18		R15/S6	MG	Instructional Assistant/Performance Recognition Increase
2.	Jan, Sandra	03/03/18		R21/S8 +2.5%	DO	Secretary – Guidance/ Longevity Increase
3.	LeonGuerrero, Robyn	03/23/18		R20/S2	MG	Library Technician/Step Increase

C. HOURLY – CAFETERIA FUND

	<u>NAME/ EMPLOYEE ID#</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>RANGE/ STEP</u>	<u>SITE</u>	<u>COMMENTS</u>
1.	Bargas, Kerri	03/11/18		R7/S5	RS	Cafeteria Worker/Step Increase

