

Jefferson Elementary School District
BOARD ACTIONS

Regular Governing Board Meeting
01/21/2026 07:00 PM
Jefferson Elementary School District
101 Lincoln Avenue, Daly City, CA 94015
Watch meeting live stream on YouTube:
<https://youtube.com/live/MagRIV1SLqY?feature=share>

If available, the video/audio recording archive of this meeting can be found within two days of the meeting at: <http://www.jsd.k12.ca.us/District/147214-Board-Actions.html>.

1. 7:00 p.m. Call to Order
7:00 p.m.

2. Members Present
Shakeel Ali
Andrea Jordan
Eileen Policarpio
Aaron Rashba
Anthony Tsujisaka

3. Pledge of Allegiance
A. Garden Village Elementary School
HELD

4. Approval of Agenda
The Administration recommends approval of the agenda.
APPROVED as amended

5. SPECIAL PRESENTATIONS

A. Garden Village School Art in Action (10 mins.) - INFORMATION

Ms. Nuala O'Sullivan-Haley, Principal, and representatives from Garden Village School, will present highlights from their Art in Action Program. [Goals 1,2,3,4 - Equity BP 0415 #1,3,4,9]
INFORMATION

6. COMMUNICATIONS (15 mins.)

A. Board Member Acknowledgements and Commendations

HELD

B. Superintendent Comments

HELD

C. Persons Wishing to Address the Board

This portion of the agenda is available for individuals to comment on or address the Board on any issue that is under the Board's jurisdiction and not on the agenda. The maximum time allowed for any speaker is usually two minutes.

NONE

7. CONSENT AGENDA

The Administration recommends approval of the following consent (*) agenda items.

APPROVED as amended

A. General Functions

a. *Approval of Minutes - ACTION

Minutes of Regular Governing Board Meeting December 10, 2025.

APPROVED

B. Educational & Student Services

a. *Acceptance of Donations - ACTION

The Administration recommends acceptance of the following donations:

District Office:

\$250.00 from the Blackbaud Giving Fund to be used in the district.

Garden Village:

\$1,851.00 from Philanthropic Ventures Foundation to be used for a Kindergarten Field Trip.

George Washington:

\$5,000.00 from Phi Sigma Sigma Foundation, Vanessa Freeman Zerhusen to be used for the garden program.

\$2,000.00 from Silicon Valley Community Foundation to be used for a field trip.

\$1,000.00 from Silicon Valley Community Foundation to be used for art supplies at the school.

\$231.01 from Dorian to be used at the school.

M.P. Brown:

\$196.59 from Dorian to be used at the school.

Thomas Edison:

\$56.00 from the Blackbaud Giving Fund to be used at the school.

APPROVED

b. *Williams Uniform Complaints - Quarterly Report for October 2025 through December 2025 - ACTION

The Administration is required to report the number of complaints and whether the complaints have been resolved. For the quarter of October 1, 2025 through December 31, 2025, the District received zero complaints. The District is also required to report any teacher misassignments and teacher vacancies, and there were zero teacher misassignments for this quarter.

APPROVED

c. *Contracted Services - EMIT Learning, LLC - ACTION

The Administration recommends acceptance of a contract in the amount of \$69,160 with EMIT Learning, LLC, to provide a credentialed Special Education teacher for the 2025-26 school year. The contract is to be funded through the Special Education budget. *[Goal 1]*

APPROVED

d. *Contracted Services - Esther B. Clark - ACTION

The Administration recommends acceptance of a contract in the amount of \$93,380.40 with Esther B. Clark for the full academic year 2025-26. The contract is to be funded through the Special Education budget. *[Goal 1]*

APPROVED

e. *Contracted Services - Soliant Healthcare, LLC - ACTION

The Administration recommends acceptance of a contract in the amount of \$73,768.50 with Soliant Healthcare, LLC, to provide a licensed Speech Language Pathologist for the 2025-26 school year. The contract is to be funded through the Special Education budget. *[Goal 1]*

APPROVED

f. *Contracted Services - SPG Therapy & Education, PC - ACTION

The Administration recommends acceptance of a contract in the amount of \$105,448 with SPG Therapy & Education, PC to provide a licensed Speech Language Pathologist for the 2025-26 school year. The contract is to be funded through the Special Education budget. *[Goal 1]*

APPROVED

g. *Contracted Services - The Stepping Stones Group - ACTION

The Administration recommends acceptance of a contract in the amount of \$51,360 with The Stepping Stones Group to provide a licensed part-time Occupational Therapist for the 2025-26 school year. The contract is to be funded through the Special Education budget. *[Goal 1]*

APPROVED

h. *School Plan for Student Achievement 2025-2026 - ACTION

The Administration recommends approval of the School Plan for Student Achievement for the following JESD school: M.P. Brown, as developed by their School Site Council and site staff members. *[Goals 1,2,3,4]*

APPROVED

C. Business & Financial Procedures

a. *Approval of Warrants - ACTION

Warrants totaling \$6,923,583.95. *[Goal 4]*

APPROVED

b. *Surplus Equipment - Maintenance Department - ACTION

The Administration recommends the Board declare a vehicle and old woodshop classroom equipment, each having a value of less than \$2,500, as surplus and authorize disposal of these items.

APPROVED

c. *2024-25 Financial Audit Report and 2025-26 First Interim Report for CAVA@San Mateo - INFORMATION/ACTION

CAVA@San Mateo's 2024-25 Financial Audit Report and 2025-26 First Interim Financial Report are being provided to the Board for information. All reports are reviewed by the JESD Business Department and are approved by the CAVA Board of Trustees and submitted to the SMCOE for review and approval. The Administration recommends the Governing Board acknowledge receipt of these reports.

APPROVED

d. *AB 1200 - Disclosure of Collective Bargaining with AFT Chapter #3267 and CSEA Chapter #233 for 2025-26 School Year - ACTION

As required by AB 1200, the District is providing public disclosure of the costs of the Collective Bargaining Agreement, regarding the increase in the cost of employee salaries and associated benefits, with AFT Chapter #3267 and CSEA Chapter #233 for the 2025-26 school year. Agreement costs are also available to the public. *[Equity BP 0415]*

#2,7]

APPROVED

- e. ***Assignment-and-Assumption Agreement between Merat Ayalew dba Star Academy Preschool, Star Academy Preschool, LLC, and Jefferson Elementary School District - ACTION**

The Administration recommends approval of an Assignment-and-Assumption of License Agreement between Merat Ayalew dba Star Academy Preschool and Star Academy Preschool, LLC, and Jefferson Elementary School District.

APPROVED

- f. ***Contracted Services - AVF Systems, Inc. - ACTION**

The Administration recommends approval of a contract with AVF Systems, Inc., to upgrade the intrusion system to Bosch at Susan B. Anthony Elementary School for an amount of \$21,375. An additional 10% contingency will be included to cover unforeseen conditions to be preapproved by the District Administration. This will be funded by Routine Restricted Maintenance funds (RRMA). *[Goal 2]*

APPROVED

- g. ***Amendment #2 Budget Increase for Construction Testing and Inspection Services - ACTION**

The Administration recommends approval of Amendment #2 to BSK Associates contract amount from \$94,641.20 to \$114,641.20 to provide more services on a time and material basis for geotechnical observation, material testing, and special inspections of the Westlake Elementary School Office Addition and Site Improvements project. This increase is necessary due to the extended project duration, which requires additional inspections to be performed throughout the construction period. The original contract of \$62,201 was approved by the Board on June 25, 2025. This will be funded by Fund 40. *[Goals 2,4]*

APPROVED

- h. ***Open Purchase Order for DRYCO Construction for Paving, Striping, Sealcoat, Concrete, or Fencing Services and Repair - ACTION**

The Administration recommends the Board approve the funding of a total amount of \$86,695 for Dryco Construction, Inc., for the following: (1) PO #26-00587 Fernando Rivera School playground striping in the amount of \$11,025, (2) PO #26-00609 for Westlake School playground seal and stripe in the amount of \$22,300, (3) PO #26-00708 to repair the damaged post at Thomas R. Pollicita School in the amount of \$3,370, and (4) to generate an open PO in the amount of \$50,000 to

provide asphalt paving and repair, concrete work, sealcoating, striping, and fencing as needed. This will be funded by Routine Restricted Maintenance. The three aforementioned projects have already been completed. *[Goals 2,4]*

APPROVED

i. *Change Order #2 for Herc Rentals, Inc., Purchase Order - ACTION

The Administration recommends approval of Change Order #2 to the Open Purchase Order #26-00262 of Herc Rentals, Inc., from \$49,000 to \$100,000 for equipment rental for the ongoing landscaping projects and repairs. This will be funded by the Maintenance fund. *[Goal 2]*

APPROVED

j. *Change Order #2 for Republic Services Purchase Order - ACTION

The Administration recommends approval of Change Order #2 to the Open Purchase Order #26-00261 of Republic Services from \$49,000 to \$100,000 for the District-wide clean-up of classrooms, removing excess materials and curriculum that need to be disposed of to accommodate requests for classroom standardization. This will be funded by the Maintenance fund. *[Goals 1,2]*

APPROVED

D. Certificated Personnel

a. *Hire Certificated Personnel 2025-2026 - ACTION

The Administration recommends hiring the following certificated personnel: VANNESSA NGUYEN, Temporary Status, GV, 2nd Grade Teacher, CLS1B, Step 1, effective 1/5/2026.

APPROVED

b. *Hire Certificated Substitute Teachers 2025-2026 - ACTION

The Administration recommends hiring the following substitute teachers for the 2025-2026 school year at the current daily rate: LOI MURILLO, MAY DENG, CAROLINE CEPEDA, NANCY SANCHEZ, GABRIEL KUPELIAN.

APPROVED

c. *Certificated Leaves of Absence - ACTION

The Administration recommends approval of the following requests for a Leave of Absence received from:

ANN DANG, School Psychologist, Family Leave of Absence, FDR/GV/SPED, January 6, 2026 - April 13, 2026;

LORNA RODRIGUEZ, 4/5 Teacher, Family Leave of Absence, WE, November 12, 2025 - April 23, 2026;

SASHA SAIBI, 6-8 SDC Teacher, Family Leave of Absence, TRP,
November 17, 2025 - January 16, 2026;
DEBBIE WHITE, Kindergarten Teacher, Family Leave of Absence, WE,
December 5, 2025 - January 2, 2026.

APPROVED

E. Classified Personnel

a. *Employment - Classified Personnel - ACTION

The Administration recommends approval of employment of the following employees as detailed in the attached documentation: (Probationary:) ASHLEY ROSE ROLIZ; (Substitutes:) HASSAN ALMOU, EDGAR ARIAS, CHUNYU CHEN, SHIENA MAE GUZMAN, WIN PA PA, KRISTOFFER PRAZXEDES, BRIDGET REYES, and MARTHA SOTO.

APPROVED

b. *Promotion - Classified Personnel - ACTION

The Administration recommends approval of the following promotion: ALAN CARBAJAL, from Instructional Assistant, FR, to Special Circumstance Instructional Assistant (SCIA), WE, effective 1/05/2026.

APPROVED

c. *Leaves of Absence - Classified Personnel - ACTION

The Administration recommends approval of the Leave of Absence requests from:

OLIVIA LIM, School Admin. Asst., DW, from 12/08/2025 through 01/13/2026;

ZENAIDA CORONEL, SCIA, BF, from 12/05/2025 through 01/06/2026;
MIUKY L. CHAN, School Admin. Asst., GW, from 12/08/2025 through 12/19/2025.

APPROVED

8. GENERAL FUNCTIONS

A. Resolution No. 26-01-21, National School Counseling Week (2 mins.) - ACTION

The Administration recommends adoption of Resolution No. 26-01-21, designating the week of February 2-6, 2026, as National School Counseling Week and celebrating across the Jefferson Elementary School District. *[Goals 1,2 - Equity BP 0415 #1,4,6]*

APPROVED

B. District Calendar 2026-2027 - ACTION

The Administration recommends approval of the District Calendar for the 2026-2027 School Year.

APPROVED

C. Tentative Agreement Between Jefferson Elementary School District and AFT #3267 for 2025-2026 - ACTION

The Administration recommends approval of the Tentative Agreement for the 2025-2026 school year between AFT, Local #3267, and the Jefferson Elementary School District, pending AB 1200 approval by the San Mateo County Office of Education and ratification by the bargaining unit. The agreement includes a two percent (2%) wage increase on the salary schedule to the unit effective July 1, 2025, a one percent (1%) wage increase on the salary schedule to the unit effective January 1, 2026, a one point one percent (1.1%) wage increase on the salary schedule to the unit effective July 1, 2026, and other agreements for Article 2: Wages, Article 6: Health and Welfare, Article 9: Safety, and Article 10: Class Size, as specified in the attached Tentative Agreement. These agreements represent the conclusion of the 2025-2026 negotiations between AFT, Local #3267, and Jefferson Elementary School District.

APPROVED

D. Tentative Agreement Between Jefferson Elementary School District and CSEA #233 for 2025-2028 - ACTION

The Administration recommends approval of the Tentative Agreement for the 2025-2028 school years between CSEA, Chapter #233, and the Jefferson Elementary School District, pending AB 1200 approval by the San Mateo County Office of Education. The agreement includes a two percent (2%) wage increase on the salary schedule to the unit effective July 1, 2025, a one percent (1%) wage increase on the salary schedule to the unit effective January 1, 2026, a one point zero-four percent (1.04%) increase to the longevity scale effective July 1, 2026, and agreement on Article 7: Holidays, Article 8: Hours and Overtime, Article 11: Leaves of Absence, Article 15: Vacation, and Article 16: Evaluations as specified in the attached Tentative Agreement. These agreements represent the conclusion of the 2025-2026 negotiations between CSEA #233 and Jefferson Elementary School District.

APPROVED

9. BUSINESS & FINANCIAL PROCEDURES

A. FY 2024-25 Annual Financial Audit Report for Year Ended June 30, 2025 (15 mins.) - ACTION

The Administration recommends acceptance and approval of the audited Annual Financial Reports for fiscal year 2024-25 ended June 30, 2025, as submitted by the auditing firm. *[Goal 4]*

APPROVED

10. BOARD GOVERNANCE MATTERS

A. CSBA-ACSA 2026 Coast2Coast Federal Advocacy Trip (5 mins.) - DISCUSSION/ACTION

The Board will discuss sending Board members to attend the CSBA-ACSA Coast2Coast Federal Advocacy Trip, April 13-15, 2026. *[Goal 3 - Equity BP 0415 #6]*

APPROVED (Up to three members to attend.)

11. BOARD PROFESSIONAL DEVELOPMENT

A. Board Study Session: CSBA 2025 Annual Education Conference (10 mins.) - INFORMATION/DISCUSSION

Board Member Aaron Rashba will highlight some of his learnings as well as give a report about his attendance at the California School Boards Association (CSBA) 2025 Annual Education Conference in Sacramento from December 3-5, 2025.

INFORMATION

12. Governance Team Member Comments, Reports, Future Agenda Items and Board Meeting Reflection

HELD

13. Persons Wishing to Address the Board on Closed Session Items

This portion of the agenda is available for individuals to comment on or address the Board on an item addressed in Closed Session. The maximum time allowed for any speaker is usually two minutes.

NONE

14. Recess

8:12 p.m.

15. Convene to Closed Session

8:20 p.m.

16. CLOSED SESSION

A. Student Interdistrict Transfer Appeal

The Board will hear an appeal of an interdistrict transfer denial for student #IDT112025.

APPROVED (Denial of appeal.)

B. Conference with Legal Counsel – Anticipated Litigation – Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2)

One case (construction contract claim by C. Overaa & Co. related to the Workforce Housing Project).

APPROVED (Common Interest Materials Agreement with Lowney, Inc.)

17. Reconvene to Open Session

8:51 p.m.

18. Report Out of Closed Session

HELD

19. ADJOURN

8:52 p.m.