

**Jefferson Elementary School District
BOARD ACTIONS**

Regular Governing Board Meeting

January 18, 2017, 7:00 PM

City Hall, Council Chambers

333 - 90th Street, Daly City, CA 94015

LIVE TELECAST: Comcast Channel 27, Astound 26, AT&T U-Verse 99

If available, the video 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

7:02 p.m.

2. Members Present

Shakeel Ali

Marie Brizuela

Rebecca Douglass

Clayton Koo

Manufou Liaiga-Anoa'i

3. Pledge of Allegiance

A. Garden Village and Margaret Pauline Brown Elementary Schools

HELD

4. Review Board Meeting Guidelines

HELD

5. Approval of Agenda

APPROVED

6. SPECIAL PRESENTATIONS

A. Partnership with Hands-On Bay Area (20 min.)

Carolyn Casey, Principal of Garden Village School, and Beth Gough, Principal of Margaret Pauline Brown School, with technical support from Andrew Sparkes, Technology Integration Specialist, will present.

INFORMATION

7. COMMUNICATIONS (15 min.)

A. Board Member Acknowledgements and Commendations

B. Administrator Comments

C. Correspondence and Superintendent Comments

D. 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 Board may not discuss or comment on any items in this section.

The maximum time allowed for any speaker is usually three minutes.

HELD

8. GENERAL FUNCTIONS - Bernie Vidales

A. Consent Agenda - ACTION

The Administration recommends approval of the starred (*) items on the rest of the agenda.

APPROVED

B. * Approval of Minutes - ACTION

Minutes of Regular Governing Board Meeting December 14, 2016.

APPROVED

C. * Memorandum of Understanding Between National University and Jefferson Elementary School District Regarding Internship Credential Program - ACTION

The Administration recommends approval of the Memorandum of Understanding between National University and Jefferson Elementary School District for qualified National University students to provide intern services to Jefferson Elementary School District.

APPROVED

D. 2017-2018 School Calendar - ACTION

The Administration recommends adoption of the 2017-2018 school calendar as presented. This calendar has been determined as part of the District Calendar Committee process and is in alignment with Jefferson Union High School District calendar.

APPROVED

E. Exploring Workforce Housing Feasibility (30 min.) - ACTION

The Board will provide direction on moving forward with a feasibility study on workforce housing. A feasibility study would incorporate information on demand, site selection, legal issues and financing options for the Board to consider at a future meeting.

APPROVED (Proceeding with feasibility study to explore workforce housing.)

F. * FY 2015-16 Financial Audit Report and 2016-17 First Interim Financial Report for CAVA@San Mateo - INFORMATION/ACTION

CAVA@San Mateo's 2015-16 Financial Audit Report and 2016-17 First Interim 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

G. Resolution No. 17-01-18, Resolution Setting Forth the Jefferson Elementary School District's Principles in Support of Students and Families without Regard to Ethnicity, National Origin, Religion or Immigration Status - ACTION

The Administration recommends adoption of Resolution No. 17-01-18, Resolution Setting Forth the Jefferson Elementary School District's Principles in Support of Students and Families without Regard to Ethnicity, National Origin, Religion or Immigration Status.

ADOPTED as amended

9. CURRICULUM & INSTRUCTION/PUPIL PERSONNEL SERVICES-Sandy Mikulik

A. * Acceptance of Donations - ACTION

The Administration recommends acceptance of the following donations:

F.D. Roosevelt:

\$750.00 from the Silicon Valley Community Foundation for Ms. Harrison and Mrs. Sabahi's 3rd grade classes to go on a field trip.

George Washington:

\$750.00 from the Silicon Valley Community Foundation to be used for a class field trip.

M.H. Tobias:

\$53.93 from Nga Le Guan to be used at the school.

APPROVED

B. * Single Plan for Student Achievement 2016-2017 - ACTION

The Administration recommends approval of the Single Plan for Student Achievement Report for the following JESD schools: Garden Village, Marjorie H. Tobias, and Thomas Edison, as developed by their School Site Council and school staff.

APPROVED

10. BUSINESS & FINANCIAL PROCEDURES - Julie Kessler

A. * Approval of Warrants - ACTION

Warrants totaling \$1,769,405.16.

APPROVED

B. * Special Inspection and Materials Testing Services for T.R. Pollicita Middle School Phase 2A, 2B and 3 - ACTION

Administration recommends the approval of December 20, 2016, Amendment Letter No. 1, to the September 4, 2015 letter from BSK Associates for Special Inspections and Material Testing for the T.R. Pollicita Phase 2 project which was approved by the Board on October 14, 2015. This Amendment includes Phases 2A, 2B and Phase 3 projects for an additional amount of not more than \$143,000. This work will be funded by Bond Measure "I".

APPROVED

C. FY 2015-16 Annual Financial Audit Report for the Year Ended June 30, 2016 (20 min.) - ACTION

Ahmad Gharaibeh, audit partner with Vavrinek, Trine, Day and Co., LLP, will be in attendance to summarize the results of the annual financial audit of the District. The Administration recommends acceptance and approval of the Financial Statement for the 2015-16 fiscal year ended June 30, 2016, as submitted by the auditing firm.

APPROVED

11. CERTIFICATED PERSONNEL - Brent Marquez-Valenti

A. * Hire Certificated Personnel 2016-2017 - ACTION

The Administration recommends hiring the following Certificated Special Education Teacher: DIANA MENDEZ, SDC K-3 Intern teacher, GW School, effective December 12, 2016, CLS1A, Step 1, \$53,574 pro-rated to start date.

APPROVED

B. * Hire Certificated Substitute Teachers 2016-2017 - ACTION

The Administration recommends hiring the following Certificated Substitute Teachers for the 2016-2017 school year at the rate of \$158 per day: JUANITA CRUZ, LINDA WALSH, and PABLO GUILLEN.

APPROVED

12. CLASSIFIED PERSONNEL - Brent Marquez-Valenti

A. * Employment - Classified Personnel - ACTION

The Administration recommends approval of employment of the following classified personnel:

(Prob.) Spec. Cir. Inst. Asst., \$18.41/hr., GP, 5 hrs./day, 10 mos./yr., effective 1/03/17: IVANIA ANDRADE;

(Prob.) Spec. Cir. Inst. Asst., \$18.41/hr., FDR, 5 hrs./day, 10 mos./yr., effective 1/03/17: KATIE THI;

(Prob.) Spec. Cir. Inst. Asst., \$19.33/hr., JFK, 5 hrs./day, 10 mos./yr., effective 1/03/17: LORNA SABLAD;

(Prob.) School Admin. Asst., \$22.92/hr., SBA, 7.5 hrs./day, 11 mos./yr., effective 1/03/17: JULIE LEDDA;

(Prob.) School Admin. Asst., \$22.92/hr., WE, 7.5 hrs./day, 11 mos./yr., effective 1/09/17: MARIA PASCUA;

(Sub.) Custodian I, \$19.40/hr., Custodian II, \$20.36/hr., Custodian III, \$21.37/hr., as needed, effective 12/2/16: STEVEN HOM;

(Sub.) Noonyard Supv., \$10.00/hr., Inst. Asst.-P.E., \$16.77/hr., Office Asst., \$18.48/hr., School Admin. Asst., \$22.46/hr., as needed, effective 12/12/16: INEZ JOSETTE SANTIAGO;

(Sub.) Campus Safety Asst., \$17.58/hr., Inst. Asst.-P.E., Inst. Asst.-ASP, \$16.77/hr., as needed, effective 12/12/16: HECTOR SANTELLON;

(Sub.) Custodian I, \$19.40/hr., Custodian II, \$20.36/hr., Custodian III, \$21.37/hr., as needed, effective 12/19/16: MARIELA RAMIREZ DE BELTRAN;

Homework Center Tutor (new), JFK, \$12.00/hr., as needed, effective 1/3/17: MEGON ALLEN, VANESSA ALVAREZ;

Homework Center Tutor (returning), JFK, \$13.00/hr., as needed, effective 1/3/17: GARY J. DUMPIT, MILDRED TABIOS, MIGUEL CAMPOS.

APPROVED

13. BOARD POLICIES/ADMINISTRATIVE REGULATIONS - Bernie Vidales

A. Board Policies/Administrative Regulations: March 2016 CSBA Board Policy Revisions - First Reading (5 min.) - DISCUSSION/ACTION

The Board will review and revise Board Policies/Administrative Regulations and Minor Revisions from March 2016 CSBA Board Policy Revisions (BP/AR 1312.3 Uniform Complaint Procedures replaced with BP/AR 1312.3 from September 2016 CSBA Board Policy Revisions) as stated in a first reading.

APPROVED as amended

B. Board Policies/Administrative Regulations: April 2016 CSBA Board Policy Revisions, AR 1312.1 Complaints Concerning District Employees, and BB 9323 Meeting Conduct - First Reading (5 min.) - DISCUSSION/ACTION

The Board will review and revise Board Policies/Administrative Regulations from April 2016 CSBA Board Policy Revisions, AR 1312.1 Complaints Concerning District Employees (existing), and BB 9323 Meeting Conduct (existing) as stated in a first reading.

APPROVED

14. REPORTS FROM BOARD MEMBERS ON PROFESSIONAL DEVELOPMENT

A. Board Study Session: 2016 CSBA Conference (10 min.) - INFORMATION/DISCUSSION

Board Member Shakeel Ali will highlight some of his learnings as well as give a report about his attendance at the California School Boards Association (CSBA) 2016 Annual Education Conference and Trade Show in San Francisco from December 1-3, 2016.

INFORMATION

15. Board Member Comments, Reports and Reflection on Board Meeting Guidelines

HELD

16. ADJOURN

8:42 p.m.