

**BOARD ACTIONS**

*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**

**Manufou Liaiga-Anoa'i (absent)**

**Aaron Rashba**

**Anthony Tsujisaka**

**3. Pledge of Allegiance**

**A. Franklin D. Roosevelt K-8 School**

**HELD**

**4. Approval of Agenda**

**APPROVED**

**5. SPECIAL PRESENTATIONS**

**A. Franklin D. Roosevelt School's 8th Grade Yosemite Field Trip**

Mr. Sean Higgins, Principal of Franklin D. Roosevelt K-8 School, along with some 8th grade students, will share on their recent Outdoor Education trip with NatureBridge to Yosemite National Park, including the learning and teamwork that has resulted.

**INFORMATION**

**6. COMMUNICATIONS (15 mins.)**

**A. Board Member Acknowledgements and Commendations**

**HELD**

**B. Superintendent Comments**

**HELD**

**7. GENERAL FUNCTIONS - Bernardo 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 March 8, 2023.

**APPROVED**

**C. Resolution No. 23-03-22 to Excuse Manufou Liaiga-Anoa'i from Regular Board Meetings March 8 and 22, 2023 - ACTION**

Pursuant to Education Code 35120 (9)(c), the Board will consider a request for passage of a resolution to excuse Manufou Liaiga-Anoa'i's absences on March 8 and 22, 2023, due to illness.

**APPROVED**

**D. Master Service Agreement between Jefferson Elementary School District and Educational Housing Corporation - ACTION**

The Administration recommends approval of the Master Service Agreement between the District and the Educational Housing Corporation to fulfill requirements of 501(c)(3) status.

**APPROVED**

**8. EDUCATIONAL & STUDENT SERVICES - Pamela Scott**

**A. \*Acceptance of Donations - ACTION**

The Administration recommends acceptance of the following donations:

District:

\$100.00 from the Blackbaud Giving Program and Brandon Bondoc to be used in the district.

Garden Village:

\$717.00 from The Geballe Family, Philanthropic Ventures Foundation, to be used for a third grade field trip.

M.P. Brown:

\$112.65 from Dorian to be used for school supplies.

**APPROVED**

**B. \*Additional Contracted Services Agreement - KCE Champions, LLC - ACTION**

The Administration recommends approval of addendum contracts for an additional amount of \$69,591.11 to increase afterschool program capacity at Benjamin Franklin and Thomas R. Pollicita schools. This will be funded by the ASES program.

**APPROVED**

**C. \*Contracted Services Agreement - Boys and Girls Club of the Peninsula (BGCP) - ACTION**

The Administration recommends approval of a contract with Boys and Girls Club of the Peninsula for the Summer Program at Woodrow Wilson School for an amount not to exceed \$150,000. This program will be funded by ELOP.

**APPROVED**

**D. 2023 JESD Science, Technology, Engineering, Mathematics (STEM) Fair (15 mins.) - INFORMATION**

Mr. Jared Berk, STEM Fair Facilitator and Vice Principal at Fernando Rivera Intermediate School, will give a presentation on and acknowledge the participants and winners in the San Mateo County STEM Fair.

**INFORMATION**

**E. Contracted Services Agreement - Fit Kids Contract 23-24 School Year - ACTION**

Mr. Alex deLanda, Principal of Woodrow Wilson Elementary School, will provide an overview of the Fit Kids program. The Administration recommends Governing Board approval for the Fit Kids Contract in the amount of \$21,000 to provide equipment and support of the physical education program at six additional elementary sites for 2023-24. This contract is paid for by the General Fund.

**APPROVED**

**F. Annual Panorama Survey Results - School Climate (20 mins.) - INFORMATION**

Ms. Pamela Scott, Assistant Superintendent of Educational Services, and Ms. Stephanie Martinez, Program Director of Student Support Services, will update the Board on highlights from most recent Panorama Survey which surveys aspects of school connectedness, safety, and climate.

**INFORMATION**

**9. BUSINESS & FINANCIAL PROCEDURES - Michael Lauro**

**A. \*Approval of Warrants - ACTION**

Warrants totaling \$3,253,071.72.

**APPROVED**

**B. \*Daniel Webster Elementary School New Student Drop-Off, Parking, and Fencing - ACTION**

The Administration recommends approval of a contract with Weston Miles Architects for the architectural design services and construction documents of the Daniel Webster Elementary School new student drop-off, parking, and fencing for an amount of \$290,500 plus reimbursable expenses of not to exceed \$5,000. This is part of the District's Safety Improvement Program and will be funded by Measure J.

**APPROVED**

**C. \*Thomas Edison Elementary School Drop-Off, Parking, and Fencing - ACTION**

The Administration recommends approval of a contract with Weston Miles Architects for the architectural design services and construction documents of the Thomas Edison Elementary School drop-off, parking, and fencing for an amount of \$290,500 plus reimbursable expenses of not to exceed \$5,000. This is part of the District's Safety Improvement Program and will be funded by Measure J.

**APPROVED**

**D. \*Reimbursable Expenses of Permit Fees for JESD Faculty and Staff Housing Project - ACTION**

The Administration recommends the Governing Board approve the payment of four (4) reimbursable expenses to C. Overaa & Co. in the amount of \$2790.80. These reimbursements are related to the JESD Faculty and Staff Housing project and pertinent documents are attached. These will be funded by Measure U.

**APPROVED**

**E. Pupil Transportation Plan 2022-23 - ACTION**

The Administration recommends approval of the Pupil Transportation Plan for Jefferson Elementary School District for 2022-23.

**APPROVED**

**10. CERTIFICATED PERSONNEL - Brent Marquez-Valenti**

**A. \*Hire Certificated Substitute Teacher 2022-2023 - ACTION**

The Administration recommends hiring the following substitute teacher for the 2022-2023 school year at the rate of \$200 per day: LISA D. ROSALES.

**APPROVED**

**B. \*Certificated Leave of Absence - ACTION**

The Administration recommends approval of a request for Leave of Absence received from:

NINA HALETKY, K teacher, JFK, Unpaid Personal Leave of Absence, 3/27/23 -

3/30/23;

DENNIS KOBZA, PE teacher, FR, Paid FMLA, 4/10/23 - 6/9/23;

RHIANNON ALVARADO, 3rd grade teacher, GV, Paid FMLA, 4/10/23 - 6/9/23;

and

KATHERINE LAUTZENHEISER, Counselor, TRP, Unpaid LOA, 3/20/23 - 3/25/23.

**APPROVED**

**C. Declaration of Need for Fully Qualified Educators 2023-2024 - ACTION**

The California Commission on Teacher Credentialing requires the Governing Board to vote annually to approve the attached Declaration of Need certifying there may be an insufficient number of certificated persons.

**APPROVED**

**D. CBEST Waiver Declaration 2023-2024 - ACTION**

The Governing Board of the Jefferson Elementary School District declares the District is unable to recruit teachers and substitutes who have not had an opportunity to take and pass the California Basic Education Skills Test (CBEST). The District anticipates employing 6 substitutes and 4 teachers on Variable Term CBEST Waivers for the 2023-2024 school year.

**APPROVED**

**E. Assignment of Certificated Personnel Outside Credential Authorization for 2022-2023 School Year - ACTION**

To be in compliance with the California State Education Code, the Board of Trustees is required to approve the assignment of certificated personnel to teach outside their credential authorization period. The District presently has 25 teachers who have signed teacher consent forms and who meet the criteria to teach subject areas outside their credential authorization through the following Education Codes: 44256(b)=7; 44258.3=1; 44258.7(c&d)=3; T580005(b)=14. The Administration recommends approval of these assignments for 2022-2023 school year.

**APPROVED**

**F. Updated Job Description for School Assistant Principal, Student Supports - ACTION**

The Administration recommends approval of the updated job description for School Assistant Principal, Student Supports.

**APPROVED**

**G. New Job Description for Community School Coordinator - ACTION**

The Administration recommends that the Board approves the job description, qualifications, and salary for the Community School Coordinator.

**APPROVED**

**11. CLASSIFIED PERSONNEL - Brent Marquez-Valenti**

**A. \*Employment - Classified Personnel - ACTION**

The Administration recommends approval of the following classified employees: (Substitutes) ANDREW CORNEJO, ISAIAH MACABABBAD.

**APPROVED**

**B. Personnel Commission's 2022 Annual Report (10 mins.) - INFORMATION/DISCUSSION**

Mr. Brent Marquez-Valenti, Assistant Superintendent of Human Resources, will present the annual report and provide an overview of the Personnel Commission's function in the District.

**INFORMATION**

**12. BOARD POLICIES/ADMINISTRATIVE REGULATIONS - Bernardo Vidales**

**A. Other Board Policies/Administrative Regulations/Board Bylaws Updates - Second Reading - ACTION**

The Board will consider updating BP/AR 3350.3 Travel/Conference Guidelines, BP/AR 5141 Health Care and Emergencies, and BB 9000 Role of the Board to include provisions for district procedures, practices, or changes.

**APPROVED**

**13. Persons Wishing to Address the Board**

**NONE**

**14. Governance Team Member Comments, Reports and Board Meeting Reflection**

**HELD**

**15. ADJOURN**

**9:29 p.m.**