

BOARD ACTIONS

No Physical Location

Due to COVID-19 Shelter in Place Order

LIVE TELECAST:

<https://www.youtube.com/channel/UC1c4RxFGnzPe7JGYG9IObrw/>

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

7:02 p.m.

2. Members Present

Shakeel Ali

Clayton Koo

Manufou Liaiga-Anoa'i

Maybelle Manio

3. Pledge of Allegiance

HELD

4. Governance Team Meeting Guidelines

Governance team members will review the Governance Team Meeting Guidelines.

HELD

5. Approval of Agenda

APPROVED as amended

6. COMMUNICATIONS (20 min.)

- A. Board Member Acknowledgements and Commendations

- B. Superintendent Comments

- 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.

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 Meetings February 12, 2020, February 26, 2020, March 11, 2020, and Special Governing Board Meeting February 27, 2020.
APPROVED
- C. *Resolution No. 20-04-22 to Excuse Marie Brizuela from Board Meetings February 12, 26, 27, and March 11, 2020 - ACTION
Pursuant to Education Code 35120 (9)(c), the Board will consider a request for passage of a resolution to excuse Marie Brizuela's absences on February 12, 2020, February 26, 2020, February 27, 2020, and March 11, 2020, due to illness.
APPROVED
- D. *Resolution No. 20-04-22A to Excuse Manufou Liaiga-Anoa'i from Regular Board Meeting March 11, 2020 - 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 absence on March 11, 2020, due to illness.
APPROVED
- E. *Contracted Services - Rise Institute - ACTION
The Administration recommends acceptance of a contract in the amount of \$74,416.00 with Rise Institute to provide educational services to a Jefferson Elementary School District student for FY 2019-2020. The Board has already approved \$51,128.00 at its regular meeting on May 22, 2019. The increase of \$23,288.00 is due to additional educational services provided to student. This will be funded through the Special Education budget.
APPROVED
- F. *Contracted Services - Rockstar Recruiting LLC, dba Staff Rehab - ACTION
The Administration recommends acceptance of a contract in the amount of \$97,359.50 with Rockstar Recruiting LLC, dba Staff Rehab to provide physical therapy services and Educationally Related Mental Health Services (ERMHS) to Jefferson Elementary School District students. The Board has already approved \$91,185.50 at its regular meeting on October 9, 2019. The increase of \$6,174.00 is due to additional physical therapy services provided to students and is to be funded through the Special Education budget.
APPROVED
- G. *Contracted Services - Zum Services, Inc. - ACTION
The Administration recommends approval of an additional agreement with Zum Services, Inc., for a total amount of \$3,930.40 to provide transportation services from 2/10/20-3/13/20. This will be funded through the Special Education budget.
APPROVED
- H. Citizens' Bond Oversight Committee Report to Board (10 min.) - INFORMATION
Rosie Tejada, Chair of the Citizens' Bond Oversight Committee, will present their annual report to the Board.
INFORMATION
- I. Resolution No. 20-04-22B, Classified Administrative Professionals Day (5 min.) - ACTION
The Administration recommends adoption of Resolution No. 20-04-22B, designating April 22, 2020 as Classified Administrative Professionals Day.
ADOPTED

- J. Resolution No. 20-04-22C, National and California Day of the Teacher (5 min.) - ACTION
The Administration recommends adoption of Resolution No. 20-04-22C, recognizing May 5, 2020 as National Teacher Appreciation Day and May 13, 2020 as California Day of the Teacher.
ADOPTED
 - K. Resolution No. 20-04-22D, National School Nurse Day (5 min.) - ACTION
The Administration recommends adoption of Resolution No. 20-04-22D, designating May 6, 2020 as National School Nurse Day.
ADOPTED
 - L. Resolution No. 20-04-22E, Resolution of Emergency Relating to Coronavirus (COVID-19) - ACTION
The Governing Board will consider adoption of Resolution No. 20-04-22E, Resolution of Emergency Relating to Coronavirus (COVID-19).
ADOPTED
 - M. *Comprehensive School Safety Plans and Security of School Facilities (Education Code Section 32281(f) and Government Code Section 54957(a)) - ACTION
The Administration recommends the Comprehensive School Safety Plans and Security of School Facilities for District schools: Ben Franklin, Fernando Rivera, Franklin D. Roosevelt, Margaret P. Brown, Marjorie H. Tobias, Thomas Edison, and Thomas R. Pollicita.
APPROVED
8. EDUCATIONAL & STUDENT SERVICES - Heidi Joyner
- A. *Acceptance of Donations - ACTION
The Administration recommends approval of the following donations:
Jefferson Elementary School District:
\$250.00 from Jefferson Council of PTA's to be used for families in need of assistance.
Daniel Webster:
\$3,920.00 from Clark Bloom to be used for the school sound system.
\$500.00 from Kent Bloom to be used for the school sound system.
\$150.00 from Pike and Company to be used for the school sound system.
\$100.00 from Mignon Offel to be used for the school sound system.
George Washington:
\$1,000.00 from The Geballe Family, Philanthropic Ventures Foundation to be used for a 5th grade field trip.
M.P. Brown:
\$294.80 from Dorian Artistry in Photography to be used at the school.
Susan B. Anthony:
\$1,000.00 from Friends of Palo Alto Children's theater to be used for a Kindergarten field trip.
Thomas Edison:
\$592.73 from the Computer History Museum to be used for a 4th grade field trip.
Westlake:
\$538.44 from David Hung through Your Cause LLC for PG&E to be used at the school.
School supplies from Jennifer Miln to be used at the school.
Toys from Jane Ng to be used at the school.
APPROVED

- B. *Williams Uniform Complaints - Quarterly Report for January 1, 2020 through March 31, 2020 - ACTION

The Administration is required to report the number of complaints and whether the complaints have been resolved. For the quarter of January 1, 2020 through March 31, 2020, 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. LCAP and At-Home Learning Update (20 min.) - INFORMATION

Dr. Heidi Joyner, Assistant Superintendent of Educational Services, will provide an update on At-Home Learning Phases 1 and 2 and planning for Phase 3 and also on the status of the writing of the new Local Control Accountability Plan. The new plan is a 3-year plan that will guide JESD from 2020-2023.

INFORMATION

- D. Report and Update on Student Services for 2019-20 School Year and During Modified School Operations (20 min.) - INFORMATION

Ms. Stephanie Martinez, Student Services Program Director, along with some school counselors, will present on major initiatives of the Student Services Department for the 2019-20 school year as well as the adjustments made to support students during the modified school operations period.

INFORMATION

9. BUSINESS & FINANCIAL PROCEDURES - Julie Kessler

- A. *Approval of Warrants - ACTION

Warrants totaling \$3,259,518.18.

APPROVED

- B. *Awarding of Contract to AAA Network Solutions, Inc., for Uninterruptible Power Supply (UPS) Upgrade Project - ACTION

The Administration recommends the UPS Upgrade project be awarded to AAA Network Solutions, Inc., in the amount of \$68,249.84. Funding for this project will come through the E-Rate Program.

APPROVED

- C. *Jefferson Elementary School District - MOT/Central Kitchen Freezer Replacement - ACTION

The Administration recommends approval of an additional payment for the architectural services of Weston Miles Architects for the Health Department submittal for the MOT Freezer approval for an amount not to exceed \$2,325. This will be funded by Fund 21.

APPROVED

- D. *Garden Village Elementary School Grounds - Revised Construction Documents - ACTION

The Administration recommends approval of an additional payment for the architectural services of Weston Miles Architects for the Garden Village School Re-Bid; conforming the drawings and specs with the addenda from the first bid as well as attend the pre-bid site walk on a time and material basis, not to exceed 24 hours for an amount not to exceed \$3,775. This will be funded by Fund 21.

APPROVED

- E. *Jefferson Elementary School District Mechanical Upgrade at Ten (10) School Sites - ACTION

The Administration recommends approval of change orders 2 through 6 for the Mechanical Upgrades (Heating and Ventilation) at ten (10) Sites and an additional \$23,705.86 to be paid to Kinetics Mechanical Services for additional work performed in excess of contingency amount.

APPROVED

- F. *Resolution No. 20-04-22F, Designating Public Works Projects as Essential Governmental Functions - ACTION

The Administration recommends adoption of Resolution No. 20-04-22F, specifically designating certain District public work projects as essential governmental functions, needed to support the essential functions of the school district as described in the March 31, 2020, San Mateo County Health Order, thus allowing contractors and consultants to leave their home or residence to perform their services on such projects under the State and County shelter-in-place orders while complying with all applicable social distancing requirements and protocols.

ADOPTED

- G. *Contracted Services Agreement - City of Daly City for Crossing Guards Services - ACTION

The Administration recommends approval of a contract with the City of Daly City for the Crossing Guards Services in the amount not to exceed \$69,320.

APPROVED

10. CERTIFICATED PERSONNEL - Brent Marquez-Valenti

- A. *Certificated Resignation 2019-2020 - ACTION

The Administration recommends acceptance of the following certificated resignation:

JULES DIZON, 5th grade teacher, JFK, resignation effective 6/12/20. Mr. Dizon has been employed in the District since 8/16/18.

APPROVED

- B. *Hire Certificated Personnel 2019-2020 - ACTION

The Administration recommends hiring the following certificated personnel for the 2019-2020 school year: STANLEY CHANG, Temporary Status, BF, 6-8 RSP teacher, effective 3/9/20, CLS1A, Step 1 pro-rated to start date.

APPROVED

- C. *Hire Certificated Substitute Teachers 2019-2020 - ACTION

The Administration recommends hiring the following certificated substitute teachers for the 2019-2020 school year at the rate of \$170 per day: JOSEPH FERNICOLA, SHARVIL GUPTA, and MALIK EVANGELATOS.

APPROVED

- D. *Certificated Leave of Absence 2019-2020 - ACTION

The Administration recommends approval of a request for paid Family Leave of Absence received from JARED BERK, VP, FDR, 4/13/2020-5/1/2020.

REMOVED

- E. Declaration of Need for Fully Qualified Educators 2020-2021 - ACTION

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

APPROVED

F. CBEST Waiver Declaration 2020-2021 - 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 Skills Test (CBEST). The District anticipates employing 6 substitutes and 4 teachers on variable term CBEST waivers.

APPROVED

G. Education Specialist Provisional Internship Permit Request 2019-2020 - ACTION

The Administration recommends approval of the request for a Provisional Internship Permit - Education Specialist, Mild/Moderate for WHITNEY M. BULMER, Special Education teacher, Fernando Rivera School for 2019-2020 school year. The Waiver is required while Ms. Bulmer completes her Master's/Specialist Education Program at SFSU and has had the opportunity to take and pass the CSET exams and enroll in SFSU Internship Program in Fall 2020.

APPROVED

11. CLASSIFIED PERSONNEL - Brent Marquez-Valenti

A. Retirement - Classified Personnel - ACTION

The Administration recommends approval of the retirement request from the following classified employee and requests an appropriate resolution be prepared commending her for her years of service at the District: JEANETTE AHERN, Inst. Asst.-SPED, TRP, effective 6/13/2020, date of hire 8/28/2002.

APPROVED

B. *Resignations - Classified Personnel - ACTION

The Administration recommends approval of the resignations from the following classified employees:

KIMBERLY TORRES, Office Asst. I, GW, effective 3/25/2020, date of hire 9/10/2018;

WHITNEY BULMER, SCIA, FR, effective 3/11/2020, date of hire 5/29/2015;

ELYSIA BREWSTER, Inst. Asst.-P.E., FDR/MHT, effective 2/26/2020, date of hire 1/07/2019.

APPROVED

C. *Employment - Classified Personnel - ACTION

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

(Substitute) RAFONCEL MANSUETO, Inst. Asst.-Preschool, \$17.80/hr., as needed, effective 2/04/2020;

(Substitute) ALAINA ERICKSON, Spec. Cir. Inst. Asst., \$21.63/hr., as needed, effective 2/03/2020;

(Substitute) ISRAA MIHYAR, Inst. Asst.-P.E., \$17.80/hr., as needed, effective 1/06/2020.

APPROVED

D. *Family Medical Leave of Absence - Classified Personnel - ACTION

The Administration recommends the approval of the Family Medical Leave of Absence request from:

YUE E. YE, Payroll Technician, DO, effective 3/31/2020 thru 6/30/2020.

APPROVED

E. *Working Out of Class - Classified Personnel - ACTION

The Administration recommends approval for the following classified employee to work out of class as needed: MONICA MARTINEZ, Office Asst. I, GP, \$22.07/hr., to School Admin. Asst., GP, \$24.34/hr., effective 2/24/2020-3/06/2020.

APPROVED

12. BOARD POLICIES/ADMINISTRATIVE REGULATIONS - Bernardo Vidales

A. Board Policies/Administrative Regulations: December 2019 CSBA Board Policy Revisions - First Reading (10 min.) - DISCUSSION/ACTION

The Board will review and revise Board Policies/Administrative Regulations from December 2019 CSBA Board Policy Revisions as stated in a first reading.

APPROVED

B. Administrative Regulation 5121 Grades/Evaluation of Student Achievement - First Reading - ACTION

The Board will consider updating Administrative Regulation 5121 regarding Grading to reflect policies during "modified school operation" or other alternative mode of instruction during a Local, State or Federal emergency.

APPROVED

13. REPORTS FROM BOARD MEMBERS ON PROFESSIONAL DEVELOPMENT

A. Board Study Session: CSBA 2019 Annual Education Conference (10 min.) - INFORMATION/DISCUSSION

Board Member Marie Brizuela will highlight some of her learnings as well as give a report about her attendance at the California School Boards Association (CSBA) 2019 Annual Education Conference and Trade Show in San Diego from December 5-7, 2019.

TABLED

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

HELD

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

NONE

16. Convene to Closed Session

9:20 p.m.

17. CLOSED SESSION

A. Superintendent Evaluation

NO ACTION

18. Report Out of Closed Session

NONE

19. ADJOURN

9:54 p.m.