

Jefferson Elementary School District
BOARD ACTIONS
Regular Governing Board Meeting
April 27, 2016, 7:00 PM
City Hall, Council Chambers
333 - 90th Street, Daly City, CA 94015
LIVE TELECAST: Comcast Channel 27 or RCN Channel 26

*If available, the video recording archive of this meeting can be found 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. Margaret Pauline Brown Elementary School
HELD
4. **Review Board Meeting Guidelines**
HELD
5. **Approval of Agenda**
APPROVED as amended
6. **PUBLIC HEARING**
 - A. **Public Hearing for 2016-2017 AFT, Local #3267 Contract Proposal**

A Public Hearing will be held to receive public input on the AFT, Local #3267, Contract Proposal for the 2016-2017 school year. AFT is proposing to open negotiations on Article II - Wages; Article III - Hours of Employment; Article VI - Health and Welfare; Article VII - Leave Provisions; and Article X - Class Size.

HELD
 - B. **Public Hearing for Jefferson Elementary School District's Counter Proposal to AFT, Local #3267**

A Public Hearing will be held to receive public input on the Jefferson Elementary School District's Counter Proposal to AFT, Local #3267, for the 2016-2017 school year. JESD is proposing to open negotiations on Article II - Wages; Article III - Hours of Employment; Article VI - Health and Welfare; Article X - Class Size; Article XIV - Early Retirement Incentives; and discussion on contract language so that it can be updated to reflect revised laws.

HELD

C. Public Hearing on Proposed Adoption of Developer Fee Study and Increase of Statutory School Facilities Fee

The Governing Board of the Jefferson Elementary School District will consider input from the public on the proposed adoption of a Developer Fee Justification Study for the District and an increase in the statutory school facilities fee established by the District against residential construction and reconstruction at \$3.48 per square foot and against new commercial or industrial construction at \$0.56 a square foot as approved by the State Allocation Board on February 24, 2016. The adoption of the study and the increase of the Level 1 Fee are necessary to fund the construction of needed school facilities to accommodate growth due to development.

HELD

7. SPECIAL PRESENTATIONS

A. Beyond Rebuilding Together with Marketo at Margaret Pauline Brown Elementary School

Students of Margaret Pauline Brown Elementary School will present on Marketo and Beyond, developing community relationships beyond a one time or once a year event, impact of school makeover and library through Rebuilding Together, Marketo field trip, and Marketo volunteers.

INFORMATION

8. COMMUNICATIONS (15 min.)

A. 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.

B. Administrator Comments

C. Board Member Acknowledgements and Commendations

D. Correspondence

E. Superintendent Comments

HELD

9. 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 Meetings February 10, 2016 and February 24, 2016.

APPROVED

C. * Resolution No. 16-04-27A to Excuse Manufou Liaiga-Anoa'i from Regular Board Meeting April 13, 2016 - ACTION

Pursuant to Education Code 35120 (9)(c), the Board will consider passage of a resolution to excuse Manufou Liaiga-Anoa'i's absence on April 13, 2016, due to hardship.

APPROVED

D. 2016-2017 School Calendar - ACTION

The Administration recommends adoption of the 2016-2017 School Calendar as presented.

ADOPTED

E. Resolution No. 16-04-27B, Day of the Teacher (5 min.) - ACTION

The Administration recommends adoption of Resolution No. 16-04-27B, designating May 3, 2016, as the Day of the Teacher.

ADOPTED

F. TBWB Strategies Contract Phase 2 - Measure Development and Information - ACTION

The Administration recommends approval of the contract with TBWB Strategies to engage with the district in activities to support the development and submission of a strong measure for a local funding initiative on the November 2016 ballot. The amount of the contract is not to exceed \$50,000 and will include direct services in addition to reimbursements for the cost of development and distribution of informational materials.

APPROVED

G. Personnel Commission's 2015 Annual Report-INFORMATION/DISCUSSION

Education Code Sec. 45266 requires an annual report be prepared and forwarded to the Governing Board outlining Personnel Commission activities. The 2015 Annual Report has been reviewed and approved by the Personnel Commission and is submitted for the Board's information.

INFORMATION

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

A. * Acceptance of Donations - ACTION

The Administration recommends approval of the following donations:

District:

\$99,500.00 grant from the Silicon Valley Community Foundation to provide intensive summer and school-year professional development to teachers and students that integrates mathematics, English-language development, and technology into the classroom in our district.

Garden Village:

Science kits from Hands on Bay Area for fourth and fifth grade students at the school.

Stuffed animals from Hands on Bay Area for the Transitional Kindergarten class at the school.

APPROVED

B. * Williams Uniform Complaints - Quarterly Report January through March 2016 - ACTION

The Administration is required to report the number of complaints and whether the complaints have been resolved. This quarter, January through March 2016, the District did not receive any complaints. The District is also required to report any teacher misassignments and teacher vacancies if a review is conducted in the quarter. The review conducted for this quarter, January through March 2016, showed there were no teacher vacancies and were no teacher misassignments.

APPROVED

C. Multi-Tiered System of Support Updates (15 min.) - INFORMATION

Jefferson Elementary School District Student Services Program Specialist, Stephanie Martinez, will share information about the district's Multi-Tiered System of Support (MTSS) implementation efforts in the 2015-16 school year. Multi-Tiered System of Support (MTSS) is an integrated, comprehensive framework that focuses on the Common Core State Standards (CCSS), core instruction, differentiated learning, student-centered learning, individualized student needs, and the alignment of systems necessary for all students' academic, behavioral, and social success.

INFORMATION

D. Local Control Accountability Plan Updates (20 min.) - INFORMATION/ACTION

The Local Control Accountability Plan (LCAP) is an accountability plan that requires districts to disclose how Local Control Funding Formula (LCFF) funds are spent to provide high-quality education programs. Jefferson Elementary School District administration will share updates on stakeholder input and recommends approval of the preliminary proposed LCAP personnel expenditures based on the stakeholder input and district needs.

APPROVED

11. BUSINESS & FINANCIAL PROCEDURES - Julie Kessler

A. * Approval of Warrants - ACTION

Warrants totaling \$1,307,653.86.

APPROVED

B. * Surplus Equipment - District Office - ACTION

The Administration recommends the Board declare the computer equipment from the District Office, having a total value of less than \$2,500, as surplus and authorize disposal of the said equipment.

APPROVED

C. * Surplus Equipment - Garden Village School - ACTION

The Administration recommends the Board declare the equipment from Garden Village School, having a total value of less than \$2,500, as surplus and authorize disposal of the said equipment.

APPROVED

D. * New Classroom Furniture for Daniel Webster Elementary School - ACTION

The Administration recommends the Governing Board approve the purchase of new classroom furniture for Daniel Webster Elementary School. The estimated cost is \$155,000. This purchase will be funded by the General Fund and part of the furniture replacement program.

APPROVED

E. Resolution No. 16-04-27, Adoption of School Facilities Fee - ACTION

The Administration recommends adoption of Board Resolution No. 16-04-27, Developer Fee Justification Study for the District and an increase in the statutory school facilities fee ("Level 1 Fee") on new residential construction and reconstruction at **\$3.48** per square foot and commercial/industrial development at **\$0.56** per square foot. The proposed fees are authorized by Education Code Section 17620 and Government Code Section 65995. The adoption of the Study and the increase of the Level 1 Fee are necessary to fund the construction of needed school facilities to accommodate growth due to development.

ADOPTED

F. Food Service Update (20 min.) - INFORMATION

Kaitlyn Busse, Sodexo Representative, will provide an update on this year's breakfast, lunch, and supper programs.

INFORMATION

G. T.R. Pollicita Phase IIB Mechanical Project - Bid Acceptance - ACTION

The bid opening for the Thomas R. Pollicita Main Campus Improvement Phase IIB Mechanical project will be held on April 25, 2016 at 2:00 p.m. at the District Office. A summary of bids received will be provided. District staff and construction manager are reviewing and evaluating the bids. District staff will make recommendation for contract award. This project will be funded by Fund 21.

APPROVED (Aire Sheet Metal, Inc., in the amount of \$ 427,708.)

12. CERTIFICATED PERSONNEL - Brent Marquez-Valenti

A. Certificated Retirements 2015-2016 - ACTION

The Administration recommends acceptance of the following Certificated retirement requests and appropriate resolutions be prepared commending those with 10 or more years of service with the District:

MICHAEL PRICE, Music teacher, T.R. Pollicita Middle School, effective June 10, 2016. Mr. Price has been employed by the District since September 10, 2007.

DEBORAH ZABEL, TIG/EL teacher, M. Pauline Brown School, effective October 3, 2016. Ms. Zabel has been employed by the District since September 27, 1984.

ACCEPTED

B. * Hire Certificated Substitute Teachers 2015-2016 - ACTION

The Administration recommends hiring the following Certificated substitute teachers for the 2015-2016 school year at the rate of \$154 per day: MARCUS GRIFFITHS, SAMANTHA CASEY, and PEGGY YANG.

APPROVED

13. CLASSIFIED PERSONNEL - Brent Marquez-Valenti

A. Retirement - Classified Personnel - ACTION

The Administration recommends approval of the retirement request from RICHARD YOUNG, Director of Maintenance & Operations/Bond Manager, effective August 31, 2016, and requests an appropriate resolution be prepared commending him for his years of service with the District. Mr. Young has been employed by the District since June 7, 1972.

APPROVED

B. * Employment - Classified Personnel - ACTION

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

(Prob.) Inst. Asst.-PE, \$16.59/hr., SBA, 3 hrs./day, 10 mos./yr., effective 4/6/16: NORMA ENCISO LOPEZ;

(Sub.) Inst. Asst., \$16.26/hr., Inst. Asst.-Bilingual, \$16.64/hr., Inst. Asst.-Preschool, \$16.26/hr., Inst. Asst.-Spec. Ed., \$17.05/hr., Office Asst. I, \$17.92/hr., as needed, effective 3/28/16: ALDA MAGDALENA Q. ESTA;

(Sub.) Custodian I, \$18.82/hr., Custodian II, \$19.75/hr., Custodian III, \$20.73/hr., as needed, effective 3/28/16: FRANCISCO IBASAN;

(Sub.) Snack Bar Operator, \$17.05/hr., as needed, effective 3/30/16: ROSA PEREZ DE DELGADO;

(Sub.) Spec. Cir. Inst. Asst., \$17.49/hr., Inst. Asst.-Spec. Ed., \$17.05/hr., as needed, effective 4/14/16: JULLIAN MCCOY;

(Sub.) Spec. Cir. Inst. Asst., \$17.49/hr., Inst. Asst.-PE, \$16.26/hr., Inst. Asst.-Spec. Ed., \$17.05/hr., Office Asst. I, \$17.92/hr., School Admin. Asst., \$21.78/hr., as needed, effective 4/14/16: ELIANA CARCAMO;

(Sub.) Inst. Asst.-PE, \$16.26/hr., as needed, effective 4/14/16: DONOVAN FERNANDEZ;

(Sub.) Custodian I, \$18.82/hr., Custodian II, \$19.75/hr., Custodian III, \$20.73/hr., as needed, effective 3/28/16: MICHAEL ABACA JARANILLA.

APPROVED

C. * Unpaid Leaves of Absence - Classified Personnel - ACTION

The Administration recommends approval of an unpaid leave of absence for: PAUL TILETILE, Warehouse Worker/Delivery Driver, CK & Maintenance, from 5/12/16 through 5/31/16;

NADIA FALLAHA, Executive Asst. II/Confidential, DO, from 5/18/16 through 5/24/16;

CESAR LUNA, Inst. Asst.-PE, GV, from 5/31/16 through 6/3/16.

APPROVED

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

The Administration recommends approval for the following classified employee to work out of class from Office Asst. I, DW to School Administrative Asst., 7.5 hrs./day, effective 3/21/-3/24/16: JENNIFER JAVIER-ALI.

APPROVED

E. Job Description Revision for Director-Maintenance and Operations/Construction Program - ACTION

The Administration recommends approval of the updated job description for Director-Maintenance and Operations/Construction Program.

APPROVED

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

HELD

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

NONE

16. Convene to Closed Session

10:10 p.m.

17. CLOSED SESSION

A. AFT Negotiations

Conference with Labor Negotiators: Agency Designated Representative, Brent Marquez-Valenti, AFT

NO ACTION

B. CSEA Negotiations

Conference with Labor Negotiators: Agency Designated Representative, Julie Kessler, CSEA

NO ACTION

18. Report Out of Closed Session

NONE

19. ADJOURN

10:23 p.m.