

**Jefferson Elementary School District  
BOARD ACTIONS**

**Regular Governing Board Meeting**

May 09, 2018, 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/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**

**2. Members Present**

**Shakeel Ali**

**Rebecca Douglass**

**Clayton Koo**

**3. Pledge of Allegiance**

**A. Westlake Elementary School**

**HELD**

**4. Board Meeting Guidelines**

Board members will review the Board Meeting Guidelines and report how well they adhered to the meeting guidelines at the end of the meeting.

**HELD**

**5. Approval of Agenda**

**APPROVED**

**6. SPECIAL PRESENTATIONS**

**A. Girls on the Run Team at Westlake Elementary School (20 min.)**

Girls on the Run is an after school program for students designed to allow every participant to recognize their inner strength. Lessons encourage positive emotional, social, mental, and physical development. Students will share their experiences and the final culminating 5K run in Golden Gate Park.

**INFORMATION**

**7. PUBLIC HEARING**

**A. Public Hearing for 2018-2019 AFT, Local #3267 Contract Proposal**

A Public Hearing will be held to receive public input on the AFT, Local #3267, Contract Proposal for the 2018-2019 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; Article X - Class Size; Article XII - Deductions; and update language to MOU on Avoiding Split Classes.

**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 2018-2019 school year. JESD is proposing to re-open negotiations on Article II - Wages; Article III - Hours of Employment; Article VI - Health and Welfare; Article XIV - Early Retirement Incentives; and revising outdated language and terms throughout existing contract.

**HELD**

**8. COMMUNICATIONS (20 min.)**

**A. Board Member Acknowledgements and Commendations**

**B. Correspondence and Superintendent Comments**

**C. Administrator 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 maximum time allowed for any speaker is usually two minutes.

**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 Meeting February 28, 2018 and Special Governing Board Meeting March 7, 2018.

**APPROVED**

**C. Workforce Housing Project and Construction Management Proposals (40 min.) - INFORMATION/DISCUSSION**

The Governing Board will receive proposal presentations from district finalists for the selection of a Project Management and Construction Management firm for the JESD Workforce Housing Project.

**INFORMATION**

**D. \* Resolution No. 18-05-09A to Excuse Marie Brizuela from Special Board Meeting March 7, 2018 and Regular Board Meeting May 9, 2018 - ACTION**

Pursuant to Education Code 35120 (9)(c), the Board will consider passage of a request for a resolution to excuse Marie Brizuela's absences on March 7, 2018 and May 9, 2018, due to hardship.

**APPROVED**

**E. Resolution No. 18-05-09B, Classified Employees Week - ACTION**

The Administration recommends adoption of Resolution No. 18-05-09B, designating the week of May 20-26, 2018, as Classified Employees Week.

**ADOPTED**

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

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

The Administration recommends approval of the following donations:  
Westlake:

\$384.40 from DonorsChoose.org for Linda McCusker's "Alternative Seating for Reading Groups" project and the purchase of Hokki stools for her students at the school.

**APPROVED**

**B. After School Sports Program Updates (20 min.) - INFORMATION**

After School Sports Coordinator, Nicholas Wolf, will share updates on the 2017-18 programs that have served middle school students across JESD schools.

**INFORMATION**

**11. BUSINESS & FINANCIAL PROCEDURES - Julie Kessler**

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

Warrants totaling \$2,898,729.94.

**APPROVED**

**B. Board Resolution No. 18-05-09, Education Protection Account - ACTION**

The Administration recommends the annual adoption of Board Resolution No. 18-05-09, Education Protection Account, identifying manner in which Proposition 30 funds have been expended.

**ADOPTED**

**C. Food Service Update (15 min.) - INFORMATION**

Kaitlyn Busse and Martha O'Rourke, Sodexo Representatives, will provide an update on this year's breakfast, lunch, and supper programs.

**INFORMATION**

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

**A. Certificated Retirements 2017-2018 - 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:

EUGENIA ELLIOTT, 3rd grade teacher, MPB, effective June 16, 2018. Ms. Elliott has been employed by the District since August 29, 1997.

MICHAEL GANNON, PE teacher, TRP, effective April 18, 2018. Mr. Gannon has been employed by the District since August 29, 2001.

TERRY HORWITZ, 7th grade R/LA teacher, FR, effective June 16, 2018. Ms. Horwitz has been employed by the District since September 3, 1998.

ANNABELLE KLOEZEMAN, Principal, WE, effective June 27, 2018. Ms. Kloeze-man has been employed by the District since August 4, 2011.

**APPROVED**

**B. \* Certificated Resignations 2017-2018 - ACTION**

The Administration recommends acceptance of the following Certificated resignations:

SARA JOHNSON, Kindergarten teacher, DW, effective April 19, 2018. Ms. Johnson has been employed by the District since October 30, 2017.

MICHELLE-ANH YANG, 3rd grade teacher, MPB, effective June 15, 2018. Ms. Yang has been employed by the District since August 13, 2015.

**APPROVED**

**C. \* Certificated Leave of Absence 2018-2019 School Year - ACTION**

The Administration recommends approval of a request for a Personal Leave of Absence for the 2018-2019 school year received from:

GRATIA DEVON CERRETA, 5th grade teacher, Garden Village School; and  
SHIKHA SHARMA, 5TH grade teacher, Garden Village School.

**APPROVED**

**D. Administrative Appointments 2018-2019 - ACTION**

The Administration recommends approval of the following appointments due to the restructuring of the Educational Services Department:

STEPHANIE MARTINEZ - Program Director, Student Support Services, effective July 17, 2018, 219 work days, Salary Schedule 1MI211, Step 3, \$128,185 plus \$1100 for MA.

JESSICA PACE - Program Director, Teaching and Learning, effective July 17, 2018, 219 work days, Salary Schedule 1MI211, Step 15, \$146,584 plus \$1100 for MA.

**APPROVED**

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

**A. Retirement - Classified Personnel - ACTION**

The Administration recommends approval of the retirement request for the following classified employee and requests an appropriate resolution be prepared commending him for his years of service with the District: JON E. FROESCHLE, Maintenance Tech., MAINTENANCE DEPT., effective 6/9/18. Mr. Froeschle has been employed by the District since 9/25/1980.

**APPROVED**

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

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

(Sub.) Inst. Asst.-BIL, \$17.50/hr., as needed, effective 4/05/18: HEIDI GUADALUP SARRAIL;

(Sub.) Noonyard Supv., \$11.00/hr., Office Asst. I, \$18.86/hr., School Admin. Asst., \$22.91/hr., Inst. Asst.-P.E., \$17.10/hr., as needed, effective 4/05/18: LIWAYWAY CABANOS MALIBIRAN;

(Sub.) Inst. Asst.-After School Program, \$17.10/hr., as needed, effective 4/05/18: MYLEEN SANDICO RENEGADO.

**APPROVED**

**C. \* Working Out of Class - Classified Personnel - ACTION**

The Administration recommends approval for the following classified employees to work out of class:

From Office Asst. I, FDR, \$22.25/hr., to School Admin. Asst., FDR, \$23.38/hr., effective 4/16/18 thru 4/25/18: LORRACE ANG;

From Food Services Asst., TRP, \$20.70/hr., to Snack Bar Operator, TRP, \$22.25/hr., effective 2/26/18 thru 3/02/18, and from 3/14/18 thru 3/23/18: MEI-CHU YANG.

**APPROVED**

14. **BOARD POLICIES/ADMINISTRATIVE REGULATIONS - Bernie Vidales**
  - A. **Board Policies/Administrative Regulations: October 2017 CSBA Board Policy Revisions - Second Reading (5 min.) - DISCUSSION/ACTION**

The Board will review and revise Board Policies/Administrative Regulations from October 2017 CSBA Board Policy Revisions as stated in a second reading.

**APPROVED**
15. **Governance Team Member Comments, Reports and Reflection on Board Meeting Guidelines**

**HELD**
16. **Selection of Firm to Conduct Workforce Housing Project and Construction Management on Behalf of JESD (15 min.) - DISCUSSION/ACTION**

The Governance Team will discuss proposals and make a selection of a firm to represent the District in the project and construction management phases of the Workforce Housing development. A final contract with the selected firm authorizing work will be presented for board approval at a future meeting.

**TABLED**
17. **Board of Trustees Vacancy (15 min.) - DISCUSSION/ACTION**

The Administration seeks direction on the process the Board wishes to use to fill the Board vacancy. If pursuing a provisional appointment, the Board shall select two members to serve on an ad hoc committee to determine whether applicants meet eligibility criteria.

**TABLED**
18. **Persons Wishing to Address the Board on Closed Session Items**

**HELD**
19. **Convene to Closed Session**

**9:08 p.m.**
20. **CLOSED SESSION**
  - A. **AFT Negotiations**

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

**NO ACTION**
  - B. **Superintendent Contract**

Conference with Labor Negotiators: Agency Designated Representatives, Manufou Liaiga-Anoa'i and Clayton Koo

**NO ACTION**
  - C. **Public Employee Discipline/Dismissal/Release**

**NO ACTION**
21. **Report Out of Closed Session**

**NO ACTION**
22. **ADJOURN**

**10:02 p.m.**