

**Jefferson Elementary School District
BOARD ACTIONS**

Regular Governing Board Meeting

May 22, 2019, 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,

www.youtube.com/user/JESDDalyCityCA

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

7:07 p.m.

2. Members Present

Shakeel Ali

Marie Brizuela

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. Correspondence and 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 as amended

B. * Approval of Minutes - ACTION

Minutes of Regular Governing Board Meeting April 24, 2019 and Special Governing Board Meeting April 29, 2019.

APPROVED

C. * Contracted Services - Wings Learning Center - ACTION

The Administration recommends acceptance of a contract in the amount of \$108,340.50 with Wings Learning Center to provide educational services to two Jefferson Elementary School District students. The Board has already approved \$68,803.00 at its regular meeting on June 13, 2018. The increase of an additional \$39,537.50 is due to the additional student. The educational services will be funded through the Special Education Department budget.

APPROVED

D. * Contract Between San Mateo County Office of Education (SMCOE) and Jefferson Elementary School District Regarding Participation in the SMCOE Beginning Teacher Support and Assessment (BTSA) Induction Program 2019-2020 - ACTION

The Administration recommends approval of the agreement between SMCOE and JESD for District participation in the SMCOE Teacher Induction Program for the 2019-2020 school year. This contract is funded through local funding initiative (Measure T) and cost shall not exceed \$75,000.

APPROVED

E. Certificate of Recognition for Lou Lucca, Crossing Guard at Benjamin Franklin Intermediate School - ACTION

The Board will consider extending Mr. Lou Lucca, Crossing Guard at Benjamin Franklin Intermediate School, a Certificate of Recognition for his exceptional service and dedication to the children and community. Mr. Lucca was recently selected as "Crossing Guard of the Year" from among 23 crossing guards.

APPROVED

F. Local Control Accountability Plan Updates (20 min.) - INFORMATION

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 of the current draft of the 2019-20 plan based on stakeholder input including the LCAP draft approval from the Parent Involvement Advisory Committee (PIAC) and District English Language Advisory Committee (DELAC).

INFORMATION

G. * Denial of Claim #2019-0411 - ACTION

The Administration recommends the denial of Claim #2019-0411, as per the recommendation of our insurance carrier, San Mateo County Schools Insurance Group.

APPROVED

8. EDUCATIONAL & STUDENT SERVICES - Sandy Mikulik

A. * Acceptance of Donations - ACTION

The Administration recommends approval of the following donations:

F.D. Roosevelt:

\$200.00 from YourCause, LLC for Pacific Gas and Electric to be used at the school.

George Washington:

\$520.00 from Philanthropic Ventures Foundation for a field trip for ten fifth graders to the San Francisco Zoo.

\$500.00 from Philanthropic Ventures Foundation for a 9x12 foot carpet with a large number grid for Amy Truong-Vargas's classroom.

Susan B. Anthony:

\$1,000.00 from Silicon Valley Community Foundation for a kindergarten field trip.

\$448.00 from Philanthropic Ventures Foundation to be used for kindergarten math manipulatives.

\$420.00 from Philanthropic Ventures Foundation to be used for third grade materials to create number racks.

Woodrow Wilson:

\$5,000.00 from The Thomas L. Family Foundation for the Woodrow Wilson Food Bank.

\$2,500.00 from the Police Athletic League of Daly City for Outdoor Education.

\$2,500.00 from an Anonymous donor to be used at the school.

Thirty-eight iPads from the Hamlin School to be used at the school.

APPROVED

9. BUSINESS & FINANCIAL PROCEDURES - Julie Kessler

A. * Approval of Warrants - ACTION

Warrants totaling \$1,515,477.73.

APPROVED

B. * Surplus Equipment - Franklin D. Roosevelt K-8 School - ACTION

The Administration recommends the Board declare the equipment from Franklin D. Roosevelt K-8 School, having a total value of less than \$2,500, as surplus and authorize disposal of the said equipment.

APPROVED

C. * License Agreement - Daly City Public Library Associates at Colma ES Site - ACTION

The Administration recommends approval of the renewal of the license agreement between the Daly City Public Library Associates and Jefferson Elementary School District for the use of a staff room at Colma ES site from July 1, 2019 to June 30, 2022.

APPROVED

D. * License Agreement - Josephine Chetty dba Star Academy Preschool at Colma Elementary School - ACTION

The Administration recommends approval of the renewal of the license agreement between Josephine Chetty and Jefferson Elementary School District for the use of two (2) K-classrooms at Colma ES site from July 1, 2019 through June 30, 2022.

APPROVED

E. * License Agreement - Silver Dragon Kung Fu - ACTION

The Administration recommends approval of the renewal of the license agreement between Jefferson Elementary School District and Silver Dragon Kung Fu for the use of the parking lot at the Maintenance site from July 1, 2019 to June 30, 2022.

APPROVED

F. * Benjamin Franklin Intermediate - Asphalt, Seal Coat and Stripe 2019 - ACTION

The Administration recommends the approval of a contract with DRYCO Construction, Inc., for Asphalt, Seal Coat and Stripe Project at Benjamin Franklin Intermediate School for an amount not to exceed \$75,445. This will be funded by Fund 21 (Measure I).

APPROVED

G. * Provide and Install High Definition Security Camera System at Franklin D. Roosevelt, Westlake, and Woodrow Wilson Elementary Schools - ACTION

The Administration recommends the approval of three (3) contracts with AVF Systems, Inc., for installation of high definition camera systems at the following sites: Franklin D. Roosevelt Elementary School for an amount not to exceed \$48,000, Westlake Elementary School for an amount not to exceed \$58,000, and Woodrow Wilson Elementary School for an amount not to exceed \$40,000. The total price for an amount not to exceed \$136,000.00. This will be funded by Fund 21 (Measure I) and is part of the District's Safety Improvement Program.

APPROVED

H. Board Resolution No. 19-05-22, Education Protection Account - ACTION

The Administration recommends the annual adoption of Board Resolution No. 19-05-22, Education Protection Account, identifying manner in which Proposition 30 funds have been expended.

ADOPTED

I. Resolution No. 19-05-22A, Resolution to Remove Constraints on Committed Funds and Interfund Transfer - ACTION

The Administration recommends adoption of Resolution No. 19-05-22A, Resolution to Remove Constraints on Committed Funds and Interfund Transfer from Fund 17 (Textbook Reserves) to Fund 01 to cover textbook adoption expenses.

REMOVED

J. * Addendum to Zum Services, Inc. Contract - ACTION

The Administration recommends approval of a contract addendum with Zum Services, Inc., for an additional amount of \$25,000 to provide transportation services for Special Education, Homeless and Foster Youth Students. The previous contract amount of \$55,000 was approved on August 15, 2018. The total contract amount of \$80,000 will be funded by Special Education and Title I funds.

APPROVED

K. Update on the State May 2019 Revision Budget (20 min.) - INFORMATION

The Administration will present an update on the May Revision of the State Budget for fiscal year 2019-20.

INFORMATION

10. CERTIFICATED PERSONNEL - Brent Marquez-Valenti

A. Certificated Retirements 2018-2019 - ACTION

The Administration recommends approval of the retirement requests from the following certificated employees and requests appropriate resolutions be prepared commending them for their years of service with the District:

KRISTINE ACQUISTI, Math Coach, JFK, effective June 15, 2019. Ms. Acquisti has been employed by the District since October 11, 1979.

BARBARA BARILE, 2nd grade teacher, WE, effective June 15, 2019. Ms. Barile has been employed by the District since March 23, 1988.

JANE BRETTHAUER, 3rd grade teacher, SBA, effective June 15, 2019. Ms. Bretthauer has been employed by the District since September 3, 1999.

SUSAN RAY-LEWIS, Kindergarten teacher, JFK, effective August 1, 2019. Ms. Ray-Lewis has been employed by the District since September 23, 1988.

CYNTHIA SIMS, 1st grade teacher, WE, effective June 15, 2019. Ms. Sims has been employed by the District since August 26, 2002.

APPROVED

B. * Certificated Resignations 2018-2019 - ACTION

The Administration recommends acceptance of the following resignations:

DANIELLE MARTY, K-2 SDC teacher, MPB, resignation effective June 14, 2019. Ms. Marty has been employed by the District since August 17, 2017.

WINFIELD ATHERTON, 8th LA/SS, FDR, resignation effective June 14, 2019. Mr. Atherton has been employed by the District since August 17, 2017.

APPROVED

C. Assignment of Certificated Personnel Outside of Credential Authorization 2018-2019 - ACTION

To be in compliance with the California State Education Code, the Board of Trustees is required to annually approve the assignment of Certificated Personnel to teach outside their credential authorization. The District presently has 19 teachers who meet the criteria to teach subject areas outside of their credential authorization through the following Education Codes: #44256 (b) = 1 teacher; 44258.1 = 4 teachers; 44258.3 = 5 teachers; 44258.7 = 8 teachers; 44263 = 1 teacher. The Administration recommends retrospective approval of these assignments for the 2018-2019 school year.

APPROVED

11. CLASSIFIED PERSONNEL - Brent Marquez-Valenti

A. Retirement - Classified Personnel - ACTION

The Administration recommends approval of the retirement request from the following classified employees and requests an appropriate resolution be prepared commending them for their years of service with the District:

MARILYN LUCAS, Inst. Asst.-SPED, GW, effective 6/15/19, date of hire: 11/15/2005;

DENISE KOTOFF, School Admin. Asst., DW, effective 8/4/19, date of hire: 10/11/1979.

APPROVED

B. * Resignations - Classified Personnel - ACTION

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

JODI GOTELLI, Library Tech., TRP, effective 6/14/19, date of hire: 5/19/2015;

BRANDEN QUAN, Inst. Asst.-ASP, MPB, effective 4/22/19, date of hire: 10/03/2016.

APPROVED

C. * Employment - Classified Personnel - ACTION

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

(Prob.) Custodian I, \$20.40/hr., JFK/TRP, 8 hrs./day, 12 mos./yr., effective 5/6/19: LEONARDO VALENCIA;

(Prob.) Office Asst. I, \$19.43/hr., SBA, 3 hrs./day, 10 mos./yr., effective 4/23/19: LESTER MELGAREJO;

(Sub.) Noonyard Supv., \$12.00/hr., as needed, effective 4/29/19: BLANCA CENTENO;

(Sub.) Inst. Asst.-ASP, \$17.27/hr., as needed, effective 4/23/19: HANAN FUAD MOUSA ZARZAR;

(Sub.) Inst. Asst.-SPED, \$18.11/hr., SCIA, \$20.98/hr., as needed, effective 4/22/19: CRYSTAL ROTH-SEPEZ;

(Sub.) Inst. Asst.-ASP, \$19.43/hr., as needed, effective 4/16/19: CINDY ROTH.

APPROVED

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

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

CARL JOHN GASCON, Inst. Asst.-P.E., JFK, effective April 15, 2019 through May 31, 2019.

APPROVED

12. BOARD POLICIES/ADMINISTRATIVE REGULATIONS - Bernie Vidales

A. Board Policies/Administrative Regulations: December 2018 CSBA Board Policy Revisions - First Reading (10 min.) - DISCUSSION/ACTION

The Board will review and revise Board Policies/Administrative Regulations from December 2018 CSBA Board Policy Revisions as stated in a first reading.

APPROVED

13. BOARD GOVERNANCE MATTERS

**A. District Programs, Services, and Commitments Reduction (60 min.) -
DISCUSSION/ACTION**

The Board will review 2020-21 budgeted items and determine ways to reduce district commitments, programs, and services in order to meet expenditure goals and for inclusion in 2020-21 LCAP.

DISCUSSED

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

HELD

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

HELD

16. Convene to Closed Session

10:40 p.m.

17. CLOSED SESSION

A. AFT Negotiations

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

NO ACTION

18. Report Out of Closed Session

NONE

19. ADJOURN

11:09 p.m.