

Jefferson Elementary School District
BOARD ACTIONS

Regular Governing Board Meeting
07/28/2021 07:00 PM

No Physical Location

Due to Governor's Executive Order N-35-20

Watch meeting live stream on YouTube:

<https://youtu.be/pYGb2k5RKOo>

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
Marie Brizuela
Andrea Jordan
Clayton Koo
Manufou Liaiga-Anoa'i (absent in Closed Session)
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
6. COMMUNICATIONS (15 min.)
 - 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 Meetings May 26, 2021, June 9, 2021, June 23, 2021, and Special Governing Board Meetings June 2, 2021 and July 12, 2021.
APPROVED
- C. Resolution No. 21-07-28 to Excuse Manufou Liaiga-Anoa'i from Special Board Meeting July 12, 2021- 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 July 12, 2021, due to illness.
APPROVED
- D. *Internship Contract Agreement between Brandman University and Jefferson Elementary School District - ACTION
The Administration recommends approval of the Internship Contract Agreement between Brandman University and Jefferson Elementary School District, effective July 31, 2021 through July 31, 2024.
APPROVED
- E. *Student Teaching Agreement between San Francisco State University and Jefferson Elementary School District - ACTION
The Administration recommends approval of the Interagency Agreement for Provision of Services for Special Education intern teachers between San Francisco State University and Jefferson Elementary School District, effective July 1, 2021 through June 30, 2024.
APPROVED
- F. *Memorandum of Understanding and Agreement between University of San Francisco and Jefferson Elementary School District - ACTION
The Administration recommends approval of the Memorandum of Understanding and Agreement between the University of San Francisco and Jefferson Elementary School District to provide teaching and counseling experience, effective May 1, 2021 through June 30, 2026.
APPROVED
- G. *Memorandum of Understanding between San Francisco Unified School District and Jefferson Elementary School District - ACTION
The Administration recommends acceptance of the Memorandum of Understanding between Jefferson Elementary School District and San Francisco Unified School District in the amount of \$50,420.00 to provide educational and related services to a Jefferson Elementary School District student. The cost is for the full academic year of 2021-22. The contract is to be funded through the Special Education budget.
APPROVED
- H. *Memorandum of Understanding between Santa Clara County Office of Education and Jefferson Elementary School District - ACTION
The Administration recommends acceptance of the Memorandum of Understanding between Santa Clara County Office of Education and the

Jefferson Elementary School District in the amount of \$76,341.00 to provide educationally-related placement and services for a Jefferson Elementary School District student. The cost is for the full academic year of 2021-22 including Extended School Year. The contract is to be funded through the Special Education budget.

APPROVED

I. *Contracted Services - AchieveKids - ACTION

The Administration recommends acceptance of a contract in the amount of \$118,817.00 with AchieveKids to provide educational and related services to a Jefferson Elementary School District student. The cost is for the full academic year of 2021-2022. The contract is to be funded through the Special Education budget.

APPROVED

J. *Contracted Services - Accountable Healthcare Staffing, Inc. - ACTION

The Administration recommends acceptance of a contract in the amount of \$104,160.00 with Accountable Healthcare Staffing, Inc., to provide a California Credentialed Special Education Teacher for the full academic year of 2021-2022. The contract is to be funded through the Special Education budget.

APPROVED

K. *Contracted Services - Morgan Autism Center - ACTION

The Administration recommends acceptance of a contract in the amount of \$107,135.72 with Morgan Autism Center to provide educational and related services to a Jefferson Elementary School District student. The cost is for the full academic year of 2021-2022. The contract is to be funded through the Special Education budget.

APPROVED

L. *Contracted Services - Ro Health, Inc. - ACTION

The Administration recommends acceptance of a contract in the amount of \$61,740.00 with Ro Health, Inc., to provide nursing services to a Jefferson Elementary School District student. The cost is for the full academic year of 2021-22. The contract is to be funded through the Special Education budget.

APPROVED

M. *FY 2020-21 Transportation Services Agreement for Special Education Students - ACTION

The Administration recommends approval of the FY 2020-21 Transportation Services Agreement between Jefferson Elementary School District and San Mateo County Office of Education, Special Education Transportation Department through First Student. Current estimated ridership was approximately 60 students and estimated cost is \$201,786.37. Actual costs will be determined based on actual number of students transported. This contract is funded through the Special Education budget.

APPROVED

- N. *Contract between San Mateo County Office of Education (SMCOE) and Jefferson Elementary School District Regarding Participation in the SMCOE Teacher Induction Program 2021-2022 - ACTION
- The Administration recommends approval of the agreement between SMCOE and JESD for District participation in the SMCOE Teacher Induction Program for the 2021-2022 school year. This contract is funded through local funding initiative (Measure T) and cost shall not exceed \$30,000.00.

APPROVED

- O. *Use Agreement between Jefferson Elementary School District and the City of Daly City - ACTION

The Administration recommends acceptance of the Use Agreement between the Jefferson Elementary School District and the City of Daly City for use of facilities located at Daniel Webster and Marjorie H. Tobias elementary schools to provide afterschool programs and services by the City's Department of Library and Recreation Services to students at these sites.

APPROVED

- P. Update on Ethnic Studies Middle School Pilot in Jefferson Elementary School District - INFORMATION

Community Responsive Education and JESD staff will provide an update on progress JESD has made in development of Ethnic Studies Units as well as plans for a pilot of these units and lessons in 2021-22.

INFORMATION

8. EDUCATIONAL & STUDENT SERVICES - Pamela Scott

- A. *Acceptance of Donations - ACTION

The Administration recommends acceptance of the following donations:

District Office:

\$100.00 from the Blackbaud Giving Fund to be used in the district.

Ben Franklin:

Office supplies from Michael P. O'Neill to be used at the school.

APPROVED

- B. *Williams Uniform Complaints - Quarterly Report for April 1, 2021 through June 30, 2021 - ACTION

The Administration is required to report the number of complaints and whether the complaints have been resolved. For the quarter of April 1, 2021 through June 30, 2021, 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. *Contracted Services - Daly City Partnership - ACTION

The Administration recommends acceptance of three contracts for a total amount of \$36,000.00 with Daly City Partnership for mental health services for students and families at General Pershing, Fernando Rivera, and

Franklin D. Roosevelt schools, with auxiliary support services also held at Our Second Home. Services will be provided by Daly City Partnership's Licensed Marriage and Family Therapist (MFT) and supervised MFT interns and will include: 1. Individual and group therapy, 2. Parent workshops, and 3. Connections to community resources. Additional services may include participation on student study teams or individual educational plan team meetings.

APPROVED

D. *Contracted Services - EL Achieve - ACTION

The Administration recommends acceptance of a contract in the amount of \$56,975.00 with EL Achieve for Systematic ELD Training for the 2021-2022 school year.

APPROVED

E. *Contracted Services - Star Vista - ACTION

The Administration recommends acceptance of a contract in the amount of \$8,500.00 with Star Vista for services at F.D. Roosevelt School. One (1) Family Liaison will serve as a liaison between teachers, parents, students, support staff, and the community regarding social-emotional support, parent involvement in school, attendance/tardiness, provide related outreach, as well as supportive services.

APPROVED

F. *2021-2022 Consolidated Application for Funding Categorical Aid Programs - ACTION

The Administration recommends approval for the Superintendent to be authorized to apply for Federal and State Program funding through the annual submission of the Consolidated Application on behalf of the District.

APPROVED

9. BUSINESS & FINANCIAL PROCEDURES - Julie Kessler

A. *Approval of Warrants - ACTION

Warrants totaling \$1,733,868.53.

APPROVED

B. Notice of Termination of Contract to Purchase Electronic Equipment - ACTION

The Administration recommends that the Board authorize the termination of the District's contract with General Datatech, as allowed for in contract, and then re-advertise for new bids at an appropriate time for a revised scope of work.

APPROVED

C. *FY 2021-22 Adopted Budget for CAVA @ San Mateo - ACTION

The Administration recommends the Governing Board acknowledge receipt of the CAVA @ San Mateo FY 2021-22 Adopted Budget report. CAVA @ San Mateo's 2021-22 Adopted Budget is being provided to the Board for information. This budget has been reviewed by District

staff. The report has been approved by CAVA Board of Trustees and submitted to SMCOE for review and approval.

ACKNOWLEDGED

- D. *Contracted Services Agreement - City of Daly City for Crossing Guard Services - ACTION

The Administration recommends approval of a contract with the City of Daly City for Crossing Guard Services for 2021-22 school year in the amount not to exceed \$79,685.10.

APPROVED

- E. *Contracted Services - Varsity Technologies - ACTION

The Administration recommends approval of a contract with Varsity Technologies to renew Cisco licenses necessary to support our network infrastructure for an amount not to exceed \$120,849.11.

APPROVED

- F. *Maintenance Service Contract for Security Equipment with AVF Systems, Inc., for Fiscal Year 2021-2022 - ACTION

The Administration recommends approval of a contract with AVF Systems, Inc., for the annual maintenance service of security equipment at all sites for a total amount of \$12,850.00. This will be funded by the General Maintenance Fund.

APPROVED

- G. *Additional Service Requests #5, #6, #7 & #8 for Margaret Pauline Brown Elementary School New Playground, Student Drop-Off/Parking and Modernization Project - ACTION

The Administration recommends approval of the additional service requests with Weston Miles Architects (WMA). The total additional amount is \$26,250 and will be funded by Fund 21.

APPROVED

10. CERTIFICATED PERSONNEL - Brent Marquez-Valenti

- A. Certificated Resignations 2020-2021 - ACTION

The Administration recommends approval of the following resignations and requests an appropriate resolution be prepared commending those with 10 or more years of service with the District:

VIVIAN FORTE, Music teacher, FR, effective 6/11/2021. Ms. Forte has been employed by the District since 8/11/2016.

JENNIFER KNOPF, Principal, DW, effective 6/18/2021. Ms. Knopf has been employed by the District since 7/29/2015.

ROY MOZART MERCADO, PE/SS teacher, TRP, effective 6/11/2021. Mr. Mercado has been employed by the District since 8/17/2017.

YVETTE SAMPITOR, Kindergarten teacher, JFK, effective 6/11/2021. Ms. Sampior has been employed by the District since 12/18/2001.

BRIDGET SHEA, Kindergarten teacher, FDR, effective 6/11/2021. Ms. Shea has been employed by the District since 8/16/2018.

BROOKE CLARK, Counselor, MHT/TE, effective 6/11/2021. Ms. Clark has been employed by the District since 8/7/2015.

APPROVED

B. *Hire Certificated Personnel 2021-2022 - ACTION

The Administration recommends hiring the following Certificated Personnel for the 2021-2022 school year:

SARAH YAM, Speech Path., 8/12/21, CLS2C, Step 5;

NICOLETT VARGAS, Speech Path., 8/12/21, CLS2B, Step 1;

MARIA EVE ROBLETO PARRALES, School Psych., 8/17/21, 1MAWMA, Step 5;

ERIKA BRITTAIN, School Psych., 8/9/21, 1MWMA, Step 3;

OLIVER INSIXIENGMA, School Psych., 8/9/21, 1MWDMA, Step 2;

STEPHANIE SIU, Counselor, TRP, 8/5/21, CLS1B, Step 1;

LAURA ROSE, Librarian, BF, 8/12/21, CLS3A, Step 12;

BRAMARAMBA PANDI, Science teacher 6-7, TRP, 8/12/21, CLS3B, Step 9;

CLAIRE MURPHY, 1st gr. teacher, FDR, 8/12/21, CLS1B, Step 2;

LEAH MURPHY, 6-8 Sci./Math teacher, FR, 8/12/21, CLS1B, Step 2;

BRIDGETTE KING, 5th gr. teacher, JFK, 8/12/21, CLS1A, Step 8;

SABRINA GRIFFIN, 3rd gr. teacher, FDR, 8/12/21, CLS1B, Step 2;

JESUS SEDANO, Kinder. teacher, GV, 8/12/21, CLS1A, Step 1;

LOYD CHRISTOPHER DOONG, 3rd gr. teacher, DW, 8/12/21, CLS1A, Step 1;

KATIE BIBLE, 5th gr. teacher, JFK, 8/12/21, CLS1A, Step 3;

AUDRA KELLY, Kinder. teacher, FDR, 8/12/21, CLS1B, Step 3;

CHAZ CHAN, ECE Inclusion Specialist, SPED, 8/5/21, CLS3B, Step 1;

ABIGAIL ZAEHRINGER, SDC Teacher K-1, JFK, 8/12/21, CLS1A, Step 7.

APPROVED

C. *Certificated Leave of Absence 2021-2022 - ACTION

The Administration recommends approval of a request for a leave of absence received from the following certificated staff:

MALIA MULHERIN, Program Coordinator, Special Education, Paid FMLA 11/29/21-1/7/22;

JENNA RIVERA, Kindergarten teacher, DW, Paid FMLA 8/16/21-9/30/21 and Unpaid Child Care LOA 10/1/21-6/10/22.

APPROVED

D. Administrative Appointment 2021-2022 - ACTION

The Administration recommends approval of the following Administrative appointments:

KATHERINE ARMSTRONG, Elementary Principal, DW, effective 7/13/2021, 214 workdays, 1MWOMA, Step 2;

AUBREY DUFFY, Dean of Academics, FDR, effective 8/3/2021, 198 workdays, 1MWOMA, Step 1;

ANTHONY TSUJISAKA, Vice Principal, FR, effective 7/28/2021, 206 workdays, 1MWMA, Step 1.

APPROVED

E. Variable Term Waiver - 2021-2022 - ACTION

The Administration recommends approval of a Variable Term Waiver for ANTHONY TSUJISAKA, Vice Principal, FR, to waive the required 5th year of teaching in order to obtain his Preliminary Administrative Services.

APPROVED

11. CLASSIFIED PERSONNEL - Brent Marquez-Valenti

A. Retirement - Classified Personnel - ACTION

The Administration recommends approval of the retirement requests from the following classified employees and requests appropriate resolutions be prepared commending them for their years of service with the District:
JILL JARKOVSKY, School Administrative Assistant, GW, date of hire: 8/28/2000, effective 7/30/2021;
SHIRLEY TSE, School Administrative Assistant, JFK, date of hire: 8/29/2001, effective 6/30/2021.

APPROVED

B. Resignations - Classified Personnel - ACTION

The Administration recommends approval of the resignations from the following classified employees and requests an appropriate resolution be prepared commending those with 10 or more years of service with the District:

CHAZ CHAN, SCIA, JFK, effective 8/4/2021, date of hire: 9/17/2012;

MARIA MACALISANG, SCIA, GV, effective 7/16/2021, date of hire: 1/18/2007;

ALVIN VINCENT ANIMO, Inst. Asst. PE, GW, effective 6/11/2021, date of hire: 9/15/2014;

RHINA MABINI, SCIA, JFK, effective 6/11/2021, date of hire: 1/04/2016.

APPROVED

C. *Employment - Classified Personnel - ACTION

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

(Prob.) DAISY PANGILILIGAN, SCIA, TRP, \$22.07/hr., 5 hrs./day, 10 mos./yr., effective 8/17/2021;

(Prob.) JOSEPH ABAD, Warehouse Worker/Delivery Driver, MN/CK, \$22.07/hr., 8 hrs./day, 12 mos./yr., effective 7/01/2021;

(Sub.) KAREN JOINER, Office Asst. 1, \$21.03/hr., as needed, effective 8/02/2021;

(Sub.) SIOBHAN O'NEILL, Sr. Food Services Asst., \$18.67/hr., as needed, effective 6/18/2021;

(Sub.) CARLOS CAMACHO, Warehouse Worker/Delivery Driver, \$21.63/hr., as needed, effective 6/15/2021.

APPROVED

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

The Administration recommends approval of the Leave of Absence request from JAVIER PEREZ, Custodian I, GW/MN, effective 5/02/2021 through 8/08/2021.

APPROVED

12. BOARD GOVERNANCE MATTERS

- A. Revised District Safe Opening Plan for 2021-22 School Year (20 min.) – ACTION

APPROVED

13. BOARD POLICIES/ADMINISTRATIVE REGULATIONS - Bernardo Vidales

- A. Board Policies/Administrative Regulations: March 2021 CSBA Board Policy Updates - Second Reading (5 min.) - DISCUSSION/ACTION

The Board will review and revise Board Policies/Administrative Regulations from March 2021 CSBA Board Policy Updates as stated in a second reading.

APPROVED

- B. Board Policies/Administrative Regulations: BP 6157 Distance Learning and BP/AR 6158 Independent Study - DISCUSSION/ACTION

The Administration recommends deletion of BP 6157 Distance Learning due to expiration of emergency legislation that temporarily waived apportionment requirements to permit distance learning for the 2020-2021 school year. The Administration also recommends updates to the attached BP/AR 6158 Independent Study reflecting new requirements of recent legislation.

APPROVED

14. Persons Wishing to Address the Board on Unagendized or Closed Session Items

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 or an item addressed in Closed Session. Please submit Speaker Card located [here](#). The maximum time allowed for any speaker is usually two minutes.

NONE

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

HELD

16. Convene to Closed Session

9:25 p.m.

17. CLOSED SESSION

- A. Superintendent Evaluation

NO ACTION

18. Report Out of Closed Session

HELD (No action was taken in Closed Session.)

19. ADJOURN

10:58 p.m.