

**Jefferson Elementary School District
BOARD ACTIONS**

Regular Governing Board Meeting

September 14, 2016, 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 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**
7:00 p.m.
2. **Members Present**
Shakeel Ali
Marie Brizuela
Rebecca Douglass
Clayton Koo
Manufou Liaiga-Anoa'i
3. **Pledge of Allegiance**
A. Daniel Webster Elementary School
HELD
4. **Review Board Meeting Guidelines**
HELD
5. **Approval of Agenda**
APPROVED
6. **SPECIAL PRESENTATIONS**
A. Daniel Webster Summer Campus Improvements (20 min.)
Ms. Jennifer Knopf, Principal of Daniel Webster Elementary School, and students will share on several campus improvements that took place over the summer.
INFORMATION
7. **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

8. GENERAL FUNCTIONS - Bernie 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 Meetings July 27, 2016 and August 24, 2016.

APPROVED

C. * Resolution No. 16-09-14A to Excuse Manufou Liaiga-Anoa'i from Regular Board Meeting August 24, 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 August 24, 2016, due to hardship.

APPROVED

D. * Resolution No. 16-09-14B, Conflict of Interest Code - ACTION

The Administration recommends that the Board adopt current Resolution No. 16-09-14B, Conflict of Interest Code, for the Jefferson Elementary School District, incorporating changes to the list of Designated Positions.

ADOPTED

E. * Contracted Services - Anova Education and Behavior Consultation, Inc. - ACTION

The Administration recommends acceptance of a contract in the amount of \$52,598.25 with Anova Education and Behavior Consultation, Inc., to provide educational services to a Jefferson Elementary School District student. The contract is to be funded through the Special Education budget.

APPROVED

F. Employment of Director of Maintenance & Operations/Construction Program - ACTION

The Administration recommends approval of the employment of WILLIAM HEATH for the position of Director of Maintenance & Operations/Construction Program at Step 3, \$128,643 annually, for the 2016-17 school year, effective September 15, 2016.

APPROVED

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

A. * Acceptance of Donations - ACTION

The Administration recommends approval of the following donations:

Ben Franklin:

Two wireless Canon Printers and six ink jet cartridges from John and Lori Cummings to be used at the school.

APPROVED

B. * Contracted Services - City of Daly City for After School Program Services - ACTION

The Administration recommends approval of a contract in the amount not to exceed \$113,388 with the City of Daly City Park and Recreation Department for the services provided to operate the After School Enrichment and Safety program funded through Proposition 49 at five JESD school sites for the 2016-2017 school year.

APPROVED

C. California Assessment of Student Performance and Progress (CAASPP) Results (20 min.) - INFORMATION

The Administration will share the results of the 2015-16 California Assessment of Student Performance and Progress (CAASPP) for grades 3 through 8.

INFORMATION

D. * Waiver for California State Board of Education for State Testing (CELDT) Apportionment - ACTION

The Administration recommends approval of the request to the California State Board of Education for State Testing Apportionment Waiver for the California English Language Development Test (CELDT) in order to receive the apportionment in the amount of \$14,630 for the 2014-15 year.

APPROVED

10. BUSINESS & FINANCIAL PROCEDURES - Julie Kessler

A. * Approval of Warrants - ACTION

Warrants totaling \$3,114,674.52.

APPROVED

B. * Colma School Water System Upgrade - Notice of Completion - ACTION

The Administration recommends the Governing Board authorize the filing of the Notice of Completion for the Colma School Water System Upgrade Project. The contractor, Brady Air Conditioning, Inc., has completed the work in accordance with the contract documents.

APPROVED

C. * Daniel Webster ES Painting - Notice of Completion - ACTION

The Administration recommends the Governing Board authorize the filing of the Notice of Completion for the Daniel Webster ES Painting Project. The contractor, JPB Designs, Inc., has completed the work in accordance with the contract documents.

APPROVED

D. * George Washington School Heating System Upgrade - Notice of Completion - ACTION

The Administration recommends the Governing Board authorize the filing of the Notice of Completion for the George Washington School Heating System Upgrade Project. The contractor, Environmental Systems, Inc., of Northern California, has completed the work in accordance with the contract documents.

APPROVED

E. * Board Resolution No. 16-09-14, Appropriations "GANN" Limit - ACTION

The Administration recommends approval of Resolution No. 16-09-14 for the annual Appropriations "GANN" Limit for fiscal year 2015-16 actuals and fiscal year 2016-17 estimate.

APPROVED

F. Fiscal Year 2015-16 Unaudited Actuals (20 min.) - ACTION

The Administration recommends approval of the Unaudited Actuals for fiscal year 2015-16.

APPROVED

G. Construction Management Services for the T.R. Pollicita Middle School New Building Project, Phase III (15 min.) - ACTION

The Administration recommends approval of the Construction Management Services with RGM and Associates for the T.R. Pollicita Middle School New Building Project Phase III. This contract is funded by Measure I funds.

APPROVED

11. CERTIFICATED PERSONNEL - Brent Marquez-Valenti

A. * Certificated Resignations 2015-2016 - ACTION

The Administration recommends acceptance of the following Certificated resignations:

JEFFERSON TORRES, .4 FTE Adaptive P.E. teacher, Special Education, effective August 11, 2016. Mr. Torres has been employed with the District since August 24, 2009.

GWENDOLYN HOLDEN, 3rd grade teacher, MPB, effective August 15, 2016.

Ms. Holden has been employed by the District since August 18, 2014.

ERIN HALEY, 3-5 SDC teacher, FDR, effective August 26, 2016. Ms. Haley has been employed by the District since October 22, 2015.

ACCEPTED

B. * Hire Certificated Teachers 2016-2017 - ACTION

The Administration recommends hiring the following Certificated teacher for the 2016-2017 school year:

REBECCA BRICKHILL, 3rd grade, MPB, re-hire, effective August 16, 2016, CLS1A, Step 10, \$71,813, pro-rated to start date.

APPROVED

C. * Hire Certificated Substitute Teachers 2016-2017 - ACTION

The Administration recommends hiring the following Substitute teachers for the 2016-2017 school year at the rate of \$158 per day: JESSICA DIVERGILIO, TIFFANY GOMEZ-TOLENTINO, SANDY LO, DANIEL DOWNEY, and SARA JOHNSON.

APPROVED

D. * Administrative Appointments 2016-2017 - ACTION

The Administration recommends the appointment of:

COLLEEN MILLER, Program Coordinator, Special Education, effective August 8, 2016, 1MWMA, Step 4, \$112,734, plus \$1100 for MA degree;

TYRONE VALDEZ, Extended School Year Psychologist, effective August 8, 2016, 1MWMA, Step 5, ESY Salary Schedule, \$107,474, plus \$1100 for MA degree.

APPROVED

E. Tuition Reimbursement Program for Obtaining Special Education Credentials - ACTION

The Administration recommends approval of an expansion of the Tuition Reimbursement program for educators enrolled in a university program to obtain any needed Special Education credential and certificate.

APPROVED

12. CLASSIFIED PERSONNEL - Brent Marquez-Valenti

A. * Retirement - Classified Personnel - ACTION

The Administration recommends approval of the retirement request from TERESA A. COTTER, School Administrative Asst., SBA, effective December 29, 2016 and requests an appropriate resolution be prepared commending her for her years of service with the District. Ms. Cotter has been employed by the District since 1998.

APPROVED as amended (employed since January 17, 1990)

B. * Employment - Classified Personnel - ACTION

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

(Prob.) Inst. Asst.-P.E., \$17.11/hr., MPB, 3 hrs./day, 10 mos./yr., effective 9/1/16: MA TERESA SAMSON;

(Sub.) Inst. Asst., \$16.77/hr., as needed, effective 8/17/16: ABIGAIL HAUTEA;

(Sub.) Noonyard Supv., \$10.00/hr., as needed, effective 8/22/16: DONNA SIU;

(Sub.) Attendance Tech., \$20.86/hr., as needed, effective 8/22/16: SONIA CALVILLO;

(Sub.) Spec. Cir. Inst. Asst., \$18.04/hr., as needed, effective 8/29/16: YANET GONZALEZ DE PICAZO;

(Sub.) Inst. Asst./Inst. Asst.-PE, \$16.77/hr., Inst. Asst.-SPED., \$17.58/hr., Spec. Cir. Inst. Asst., \$18.04/hr., as needed, effective 8/30/16: CRISTINA A. DEMA FELIZ;

(Sub.) Food Services Asst., \$16.36/hr., as needed, effective 9/1/16: MARILOU MATAGA DIZON;

(Reinstate) Instructional Tech., \$22.92/hr., JFK, 3 hrs./day, 10 mos./yr., effective 9/19/16: ODILIA BROWN.

APPROVED

C. * Increase in Work Hours - Classified Personnel - ACTION

The Administration recommends approval of an increase in work hours for NORMA LUQUIN, Food Services Asst., JFK, from 3.5 hrs./day to 4.5 hrs./day, 10 mos./yr., effective 9/6/16.

APPROVED

D. * Unpaid Leave of Absence - Classified Personnel - ACTION

The Administration recommends approval to extend an unpaid leave of absence for WALAA ABDALLAH, Spec. Cir. Inst. Asst., JFK, 5 hrs./day, 10 mos./yr., effective 8/16/16 thru 1/19/17.

APPROVED

13. BOARD POLICIES/ADMINISTRATIVE REGULATIONS - Bernie Vidales

A. Board Policies/Administrative Regulations: AR 6158 Independent Study Second Reading (5 min.) - DISCUSSION/ACTION

The Administration recommends updates to the attached Board Policies/Administrative Regulations: AR 6158 Independent Study (pulled from July 2016 CSBA Board Policy Revisions) as stated in a second reading.

APPROVED as amended

B. Board Policies/Administrative Regulations: December 2015 Board Policy Revisions - Second Reading (5 min.) - DISCUSSION/ACTION

The Board will review and revise Board Policies/Administrative Regulations from December 2015 CSBA Board Policy Revisions as stated in a second reading.

TABLED

C. Board Policies/Administrative Regulations: July 2015 Board Policy Revisions - Second Reading (5 min.) - DISCUSSION/ACTION

The Board will review and revise Board Policies/Administrative Regulations from July 2015 CSBA Board Policy Revisions as stated in a second reading.

APPROVED as amended

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

9:01 p.m.

17. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION; Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: (one case)

NO ACTION

B. Public Employee Discipline/Dismissal/Release

TABLED

C. Superintendent Evaluation

TABLED

18. Report Out of Closed Session

NONE

19. ADJOURN

9:46 p.m.