

**BOARD ACTIONS**

**09/22/2021 07:00 PM**

Jefferson Elementary School District  
101 Lincoln Avenue, Daly City, CA 94015

Watch meeting live stream on YouTube:  
<https://youtu.be/Q4CaiRrODBI>

---

*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**  
**7:00 p.m.**
2. **Members Present**  
**Marie Brizuela**  
**Andrea Jordan (arrived 7:30 p.m. via teleconference)**  
**Clayton Koo**  
**Manufou Liaiga-Anoa'i**
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. **PUBLIC HEARING**
  - A. **Public Hearing to Review and Approve a Resolution on the District's Sufficiency of Pupil's Textbooks**  
The Governing Board of the Jefferson Elementary School District will hear public comments on the resolution stating sufficiency of textbooks and instructional materials at every school for the 2021-22 school year is consistent with their alignment to state content standards and most recent adoption cycles.  
**HELD**
7. **COMMUNICATIONS (15 min.)**
  - A. **Board Member Acknowledgements and Commendations**  
**HELD**
  - B. **Superintendent Comments**  
**HELD**

**8. GENERAL FUNCTIONS - Bernardo Vidales**

**A. Consent Agenda - ACTION**

The Administration recommends approval of the starred (\*) items on the rest of the agenda.

**APPROVED**

**B. \*Amended Contracted Services - Edgewood Center for Children and Families - ACTION**

The Administration recommends acceptance of a contract in the amount of \$119,912.52 with Edgewood Center for Children and Families to provide educational and related services to a Jefferson Elementary School District student. The Board has already approved \$117,863 at its regular meeting on August 25, 2021. The difference of \$2,049.52 is due to the price adjustment from the compounded Cost of Living Adjustment (COLA) increase per the SELPA Master contract. The contract is to be funded through the Special Education budget.

**APPROVED**

**C. \*Amended Contracted Services - Arise Educational Center - ACTION**

The Administration recommends acceptance of a contract in the amount of \$192,406 with Arise Educational Center to provide educational and related services to two Jefferson Elementary School District students. The Board has already approved \$189,587 at its regular meeting on August 25, 2021. The difference of \$2,819 is due to the price adjustment from the compounded Cost of Living Adjustment (COLA) increase per the SELPA Master contract. The contract is to be funded through the Special Education budget.

**APPROVED**

**D. \*Contracted Services - Ed Theory, LLC - ACTION**

The Administration recommends acceptance of a contract in the amount of \$106,080 with Ed Theory, LLC, to provide nursing services to a Jefferson Elementary School District student attending the county program. The cost is for the full academic year of 2021-22. The contract is to be funded through the Special Education budget.

**APPROVED**

**E. \*Contracted Services - CCCIT Consulting - ACTION**

The Administration recommends acceptance of a contract in the amount of \$59,976 with CCCIT Consulting to provide a California Credentialed Special Education Teacher for the full academic year 2021-22. The contract is to be funded by the Special Education budget.

**APPROVED**

**F. Resolution No. 21-09-22A, Week of the School Administrator (5 min.) - ACTION**

The Administration recommends adoption of Resolution No. 21-09-22A, designating the week of October 10-16, 2021, as Week of the School Administrator.

**ADOPTED**

**G. Modification of Regular Meeting Schedule for October 2021 - DISCUSSION/ACTION**

The Administration recommends the Board considers rescheduling the October 13th regular board meeting to October 6, 2021.

**APPROVED**

**9. 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.

Fernando Rivera:

\$200.00 from Bi Ou to be used at the school.

Franklin D. Roosevelt:

\$630.00 from the Blackbaud Giving Fund to be used at the school.

\$150.00 from the Blackbaud Giving Fund to be used at the school.

**APPROVED**

**B. Resolution No. 21-09-22 Availability of Textbooks and Instructional Materials - ACTION**

The Administration recommends approval of Resolution No. 21-09-22 that ensures that students in the District have enough textbooks and other instructional materials in each subject area that are consistent with their alignment to state content standards and most recent adoption cycles.

**APPROVED**

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

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

Warrants totaling \$959,154.65.

**APPROVED**

**B. \*Contracted Services Agreement - Daly City Partnership - ACTION**

The Administration recommends approval of a contract with Daly City Partnership and Marjorie H. Tobias Elementary School in the amount of \$44,176.88 for After School Academic Program.

**APPROVED**

**C. \*Provide and Install Additional High Definition Security Camera System at M. Pauline Brown Elementary Schools - ACTION**

The Administration recommends approval of a contract with AVF Systems, Inc., for the installation of high definition camera system at M. Pauline Brown Elementary School in the amount of \$39,950 plus 10% contingency to cover unforeseen conditions to be approved by the District as part of Safety Improvement Program.

**APPROVED**

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

**A. \*Hire Certificated Substitute Teachers 2021-2022 - ACTION**

The Administration recommends hiring the following certificated substitute teachers at the rate of \$170 per day: CALLA CHENELLE, RUBY JANE FEINBERG, MARVIN WHITAKER, JR., DAVID ALEMAN, and KENNETH MALUNAY.

**APPROVED**

**B. \*Certificated Family Leave of Absence 2021-2022 - ACTION**

The Administration recommends approval of a request for Paid FMLA received from: KATHERINE LAUTZENHEISER, Counselor, TRP, Paid FMLA 9/7/2021-9/20/2021.

**APPROVED**

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

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

The Administration recommends approval of the retirement request from the following classified employee and requests an appropriate resolution be prepared commending him for his years of service with the District: RICHARD PACHECO, Maintenance Tech., Maintenance Dept., date of hire 8/29/2011, effective 8/31/2021.

**APPROVED**

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

The Administration recommends approval of the resignation from the following classified employee: VANESSA ALVAREZ, SCIA, MPB, effective 9/22/2021, date of hire: 5/24/2016.

**APPROVED**

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

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

(Probationary) CARLA SANDOVAL-RAMIREZ, SCIA, JFK, \$22.07/hr., 5 hrs./day, 10 mos./yr., effective 9/13/2021;

(Probationary) MIRANDA WU KUANG, Office Asst. I, GW, \$20.03/hr., 3 hrs./day, 10 mos./yr., effective 9/09/2021;

(Probationary) GRICELDA CASTRO, Office Asst. I, MPB, \$20.03/hr., 3 hrs./day, 10 mos./yr., effective 9/07/2021;

(Probationary) AHRAM BABAEV, Maintenance Utility Tech., MN Dept., \$25.56/hr., 8 hrs./day, 12 mos./yr., effective 9/03/2021.

**APPROVED**

**D. \*Promotions - Classified Personnel - ACTION**

The Administration recommends approval of the promotions for the following classified employees:

ELIZABETH ALMODOVAR, from Inst. Asst. ASP, GV, \$22.07/hr., 3 hrs./day, to SCIA, DW, \$23.16/hr., 3 hrs./day, 10 mos./yr., effective 9/13/2021;

EMILY MARTINEZ, from Inst. Asst. ASP, JFK, \$21.03/hr., 3 hrs./day, to SCIA, JFK, \$22.07/hr., 5 hrs./day, 10 mos./yr., effective 9/07/2021.

**APPROVED**

**E. \*Leaves of Absence - Classified Personnel - ACTION**

The Administration recommends approval of the Leave of Absence requests from:

SYLVIA CEDILLOS, Office Asst. I, WE, effective 8/17/2021 through 9/30/2021 (Unpaid);

OFELIA CAICEDO, Campus Safety Asst., TRP, effective 8/17/2021 through 11/17/2021 (Unpaid);

JEAN NG, Inst. Asst. ASP, WW, effective 8/17/2021 through 9/19/2021 (Unpaid FMLA);

CHERYL LI, School Admin. Asst., WE, effective 8/16/2021 through 10/07/2021 (FMLA) and 10/8/2021 through 10/31/2021 (Unpaid);

OLIVER QUESADA, Inst. Asst. PE, WW, effective 9/13/2021 through 11/07/2021 (FMLA);

JUANA ROMERO, FSA, TE, effective 9/17/2021 through 12/17/2021 (FMLA).

**APPROVED**

**F. Board's Appointee/Personnel Commission - ACTION**

The Board will consider the current Board Appointee to Personnel Commission, Wallace M. Moore's request for reappointment and if so, make a public announcement of his selection as the intended appointee. The Board's final action will be scheduled within 45 days from September 22, 2021, in accordance with Education Code 45146. The new term of office begins December 1, 2021.

**APPROVED**

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

**NONE**

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

**HELD**

**15. Convene to Closed Session**

**7:30 p.m.**

**16. CLOSED SESSION**

**A. Superintendent Evaluation**

**NO ACTION**

**17. Report Out of Closed Session**

**HELD (No action was taken in Closed Session.)**

**18. ADJOURN**

**8:00 p.m.**