

# **Jefferson Elementary School District**

## **BOARD ACTIONS**

### **Regular Governing Board Meeting**

October 11, 2017, 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**

**7:04 p.m.**

**2. Members Present**

**Shakeel Ali**

**Marie Brizuela**

**Rebecca Douglass**

**Clayton Koo**

**Manufou Liaiga-Anoa'i**

**3. Pledge of Allegiance**

**A. John F. Kennedy Elementary School**

**HELD**

**4. Review Board Meeting Guidelines**

Board members will silently 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. 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 2017-18 school year is consistent with their alignment to state content standards and most recent adoption cycles.

**HELD**

**7. SPECIAL PRESENTATIONS**

**A. Education Outside at John F. Kennedy Elementary School (15 min.)**

John F. Kennedy School staff and Education Outside teacher will give a short presentation on the program as it has progressed so far at JFK and the overall goals of Education Outside for integrating garden and Science education.

**INFORMATION**

**B. Camp Unity Summer Program (15 min.)**

Camp Unity staff will share regarding their program which provides many Jefferson Elementary School District students with summer learning activities and share their partnership with Stanford Pediatrics on developing connections between camp activities and camper well-being and health.

**INFORMATION**

**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 (as amended)**

**B. \* Approval of Minutes - ACTION**

Minutes of Regular Governing Board Meeting September 13, 2017.

**APPROVED**

**C. \* Resolution No. 17-10-11A to Excuse Manufou Liaiga-Anoa'i from Regular Board Meeting September 27, 2017 - 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 September 27, 2017, due to hardship.

**APPROVED**

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

**A. \* Resolution No. 17-10-11, Availability of Textbooks and Instructional Materials - ACTION**

The Administration recommends adoption of Resolution No. 17-10-11, 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.

**ADOPTED**

**B. \* Williams Uniform Complaints - July 1, 2017 through September 30, 2017 - Quarter 1 - ACTION**

The Administration is required to report the number of complaints and whether the complaints have been resolved. This Quarter, July 1, 2017 through September 30, 2017, the District received one Williams Uniform Complaint. The District is also required to report any teacher misassignments and teacher vacancies if a review is conducted in the quarter. No review has been conducted this quarter.

**APPROVED**

**C. \* Susan B. Anthony Title I School Parent Involvement Policy - ACTION**

The Administration recommends approval of the updated Susan B. Anthony Title I School Parent Involvement Policy. This policy is annually approved at the school site level for all Title I schools in the District. Susan B. Anthony was selected as a reviewed site for Jefferson Elementary School District's Federal Program Monitoring (FPM) review. Susan B. Anthony's policy needed to be updated with current federal program language requiring Governing Board approval.

**APPROVED**

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

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

Warrants totaling \$2,032,833.93.

**APPROVED**

**B. \* Contracted Services - Peninsula Family YMCA at Benjamin Franklin School - ACTION**

The Administration recommends approval of the contract with Peninsula Family YMCA in the amount not to exceed \$98,777.00 to provide After School Enrichment Program at Benjamin Franklin Middle School for 2017-18 school year.

**APPROVED**

**C. \* Thomas R. Pollicita Phase 2B Electrical Trades Package E with Del Monte Electric Company, Inc. - Notice of Completion - ACTION**

The Administration recommends the Governing Board authorize the filing of the Notice of Completion for the Thomas R. Pollicita Phase 2B Electrical Trades. The Contractor, Del Monte Company Electric Company, Inc., has completed the work in accordance with contract documents.

**APPROVED**

**D. \* Thomas R. Pollicita Phase 2B Fire Protection Trades Package G with Marquee Fire Protection - Notice of Completion - ACTION**

The Administration recommends the Governing Board authorize the filing of the Notice of Completion for the Thomas R. Pollicita Phase 2B Fire Protection Trades Package G. The Contractor, Marquee Fire Protection, has completed the work in accordance with contract documents.

**APPROVED**

**E. \* Thomas R. Pollicita School Phase 2B Mechanical Trades Package D with Aire Sheet Metal, Inc. - Notice of Completion - ACTION**

The Administration recommends the Governing Board authorize the filing of the Notice of Completion for the Thomas R. Pollicita Phase 2B Mechanical Trades Package D. The Contractor, Aire Sheet Metal, Inc., has completed the work in accordance with contract documents.

**APPROVED**

**F. \* Thomas R. Pollicita Phase 2B Plumbing Trades Package F with Dinelli Plumbing, Inc. - Notice of Completion - ACTION**

The Administration recommends the Governing Board authorize the filing of the Notice of Completion for the Thomas R. Pollicita Phase 2B Plumbing Trades Package F. The Contractor, Dinelli Plumbing, Inc., has completed the work in accordance with contract documents.

**APPROVED**

**G. \* Thomas R. Pollicita Phase 3 Electrical Trades Package B with A.S.F. Electric, Inc. - Notice of Completion - ACTION**

The Administration recommends the Governing Board authorize the filing of the Notice of Completion for the Thomas R. Pollicita Phase 3 Electrical Trades Package B. The Contractor, A.S.F. Electric, Inc., has completed the work in accordance with contract documents.

**APPROVED**

**H. \* Thomas R. Pollicita Phase 3 General Trades Package A with Beals Martin & Associates, Inc. - Notice of Completion - ACTION**

The Administration recommends the Governing Board authorize the filing of the Notice of Completion for the Thomas R. Pollicita Phase 3 General Trades Package A. The Contractor, Beals Martin & Associates, Inc., has completed the work in accordance with contract documents.

**APPROVED**

**I. Appointment of Member to Measure I Citizen Oversight Committee - ACTION**

The Administration recommends approval of an initial appointment for Pamela DiGiovanni, At-large, to the Measure I Citizen Oversight Committee.

**APPROVED**

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

**A. \* Status Change - Probationary II to Tenure 2017-2018 - ACTION**

The following teachers are eligible for tenure status. The Administration requests Board approval for the status change from Probationary II to Tenure: MELISSA FLORES, Special Ed Teacher, FR, 10/1/2013; SAMANTHA BRANDI-DeAVILA, Pre School Teacher, PS, 1/5/2015; KELSI MOORE, Special Ed Teacher, PS, 1/5/2015; CAROLYN BARBOUR, Speech Pathologist, SPED, 1/12/2015; CRISTINA TOMSOVIC, Pre School Teacher, PS, 3/2/2015; BROOKE CLARK, Counselor, MHT/TE, 8/7/2015; NICOLE FARLEY, Counselor, JFK/WW, 8/7/2015; KIRSTIN LENANE, Counselor, FDR/WE, 8/7/2015; MARIA LUNTAO, Counselor, DW, 8/7/2015; ROBERT ALDEGUER, Special Ed Teacher, FDR, 8/13/2015; SISILIO AQUINO, Regular Teacher, DW, 8/13/2015; KAREN BAKER, Regular Teacher, DW, 8/13/2015; JAMES CONRAD BENITEZ, Regular Teacher, FDR, 8/13/2015; SARAH DOWLING, Regular Teacher, GW, 8/13/2015; LAURA HARE, Pre School Teacher, PS, 8/13/2015; APRIL HOLLIVERSE, Regular Teacher, TRP, 8/13/2015; MICHELLE ANH HUYNH, Regular Teacher, MPB, 8/13/2015; CHRISTINA JODSAASBIONDINI, Regular Teacher, DW, 8/13/2015; JESSICA MURRAY, Regular Teacher, GV, 8/13/2015; AMANDA OVERMAN, Regular Teacher, SBA, 8/13/2015; MARIAN PIANSAY, Regular Teacher, GW, 8/13/2015; BENJAMIN ROMO JR., Regular Teacher, TE,

8/13/2015; MERCEDES STA ANA, Special Ed Teacher, TE, 8/13/2015; CATHERINE TOMPKINS, Regular Teacher, GW, 8/13/2015; BRIAN WON, Regular Teacher, TE, 8/13/2015; NANCY ZERNER, Librarian, FR, 8/13/2015; HELEN WI, Regular Teacher, TRP, 8/14/2015; VIRGINIA YOON, Regular Teacher, BF, 8/25/2015; MORGAN DOX, Regular Teacher, JFK, 8/31/2015; CHIELO YUSTA, Pre School Teacher, PS, 9/2/2015; ALYSSA JONES, Regular Teacher, WW, 9/8/2015; MELANIE SOWYRDA, Regular Teacher, MHT, 9/8/2015; DAVID FINN, Regular Teacher, BF, 9/21/2015; AISTE MARKEVICIUTE, Speech Pathologist, TRP, 9/22/2015; MATTHEW DRISCOLL, Music Teacher, BF, 10/1/2015; REYCHRIS DOMINGO, Regular Teacher, BF, 10/8/2015; REBECCA REYNOLDS, Special Ed Teacher, PS, 10/12/2015.

**APPROVED**

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

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

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

(Sub.) Maintenance Technician, \$25.37/hr., as needed, effective 9/22/17: MICHAEL ELLEDGE;

(Sub.) Campus Safety Asst., \$17.58/hr., as needed, effective 10/2/17: FUAD ALI KHAN.

**APPROVED**

**14. BOARD POLICIES/ADMINISTRATIVE REGULATIONS - Bernie Vidales**

**A. Board Policies/Administrative Regulations: December 2016 CSBA Board Policy Revisions - Second Reading (5 min.) - DISCUSSION/ACTION**

The Board will review and revise Board Policies/Administrative Regulations from December 2016 CSBA Board Policy Revisions as stated in a second reading.

**APPROVED**

**B. \* Board Policies/Administrative Regulations: December 2016 CSBA Special Issue Policy Update: BP 3470 Debt Issuance and Management - ACTION**

The Administration recommends the Board assign the Debt Issuance and Management Policy approved at the June 14, 2017 Board meeting to BP 3470 and approve as a second reading.

**APPROVED**

**C. \* Board Policies/Administrative Regulations: BP/AR 1312.3 Uniform Complaint Procedures - ACTION**

The Board will revise Board Policies/Administrative Regulations 1312.3 Uniform Complaint Procedures (from May 2017 CSBA Board Policy Revisions) including additional language to comply with Federal Program Monitoring requirement. The Administration recommends approval of this policy.

**APPROVED**

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

**HELD**

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

**NONE**

**17. Convene to Closed Session**

**8:49 p.m.**

**18. CLOSED SESSION**

**A. Conference with Labor Negotiators**

Agency Designated Representative: Bernie Vidales

Unrepresented Certificated Employee Groups - Certificated and Classified Management

**NO ACTION**

**B. Conference with Labor Negotiators**

Agency Designated Representative: Bernie Vidales

Unrepresented Employee Groups - Psychologists, Confidential Employees, and other unrepresented groups

**NO ACTION**

**C. Superintendent Contract**

Conference with Labor Negotiators: Agency Designated Representatives, Marie Brizuela and Clayton Koo

**NO ACTION**

**19. Report Out of Closed Session**

**NONE**

**20. ADJOURN**

**10:15 p.m.**