

BOARD ACTIONS

Jefferson Elementary School District

101 Lincoln Avenue, Daly City, CA 94015

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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

Shakeel Ali (absent)

Andrea Jordan

Eileen Policarpio

Aaron Rashba

Anthony Tsujisaka

3. Pledge of Allegiance

A. Fernando Rivera Intermediate School

HELD

4. Approval of Agenda

The Administration recommends approval of the agenda.

APPROVED

5. SPECIAL PRESENTATIONS

A. Fernando Rivera School Goals and Actions Highlights (10 mins.) - INFORMATION

Ms. Melissa Mizel, Principal, and representatives from Fernando Rivera School, will present highlights of goals and actions for the 2025-2026 school year. *[Goals 1,2,3,4 - Equity BP 0415 #1,3,4,9]*

INFORMATION

B. Woodrow Wilson School Goals and Actions Highlights (10 mins.) - INFORMATION

Mr. Alex deLanda, Principal, and representatives from Woodrow Wilson School, will present highlights of goals and actions for the 2025-2026 school year. *[Goals 1,2,3,4 - Equity BP 0415 #1,3,4,9]*

INFORMATION

6. COMMUNICATIONS (15 mins.)

A. Board Member Acknowledgements and Commendations

HELD

B. Superintendent Comments

HELD

C. Persons Wishing to Address the Board

NONE

7. CONSENT AGENDA

The Administration recommends approval of the following consent (*) agenda items.

APPROVED

A. General Functions

a. *Approval of Minutes - ACTION

Minutes of Regular Governing Board Meeting October 8, 2025.

APPROVED

b. *Resolution No. 25-10-22 to Excuse Anthony Tsujisaka from Regular Board Meeting on October 8, 2025 - ACTION

Pursuant to Education Code 35120 (9)(c), the Board will consider a request for passage of a resolution to excuse Anthony Tsujisaka's absence on October 8, 2025, due to hardship.

APPROVED

B. Educational & Student Services

a. *Acceptance of Donation - ACTION

The Administration recommends acceptance of the following donation:

District:

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

APPROVED

b. *Williams Uniform Complaints - Quarterly Report for July 2025 through September 2025 - ACTION

The Administration is required to report the number of complaints and whether the complaints have been resolved. For the quarter of July 1, 2025 through September 30, 2025, 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 - Every Special Child, LLC - ACTION

The Administration recommends acceptance of a contract in the amount of \$102,144 with Every Special Child, LLC, to provide a credentialed Special Education teacher for the 2025-26 school year. The contract is to be funded through the Special Education budget.

[Goal 1]

APPROVED

d. *School Plan for Student Achievement 2025-2026 - ACTION

The Administration recommends approval of the School Plan for Student Achievement for the following JESD schools: Susan B. Anthony and Woodrow Wilson schools, as developed by their School Site Council and site staff members. *[Goals 1,2,3,4]*

APPROVED

C. Business & Financial Procedures

a. *Approval of Warrants - ACTION

Warrants totaling \$1,939,824.00. *[Goal 4]*

APPROVED

b. *Additional Service Request #2 for Weston Miles Architects - ACTION

The Administration recommends the Governing Board authorize Weston Miles Architects to make additional service request #2 for Fernando Rivera School Office Remodel in the amount of \$19,500. The increase is due to changes requested by the District. This will be funded by Fund 40. *[Goal 3]*

APPROVED

c. *Request of Additional Contingency Allowance for Construction Testing and Inspection Services - ACTION

The Administration recommends approval of an additional 20% contingency to BSK Associates to provide more services on a time and

material basis for construction testing and inspections of the Westlake Elementary School Office Addition and Site Improvements project. This increase is necessary due to the extended project duration, which requires additional inspections to be performed throughout the construction period. The original contract amount of \$62,201 was approved by the Board on June 25, 2025. This will be funded by Fund 40. *[Goals 2,4]*

APPROVED

D. Certificated Personnel

a. *Hire Certificated Substitute Teachers 2025-2026 - ACTION

The Administration recommends hiring the following substitute teachers for the 2025-2026 school year at the current daily rate: MACH HA, ALA FAISAL AHMAD ALAFESHAT, ALICIA ONNIGIAN, and SARAH LIGHTFOOT.

APPROVED

b. *Certificated Leave of Absence - ACTION

The Administration recommends approval of the following request for a Leave of Absence received from: ANGELA WONG, 2nd Grade Teacher, Family Leave of Absence, GV, November 4, 2025 - December 10, 2025.

APPROVED

E. Classified Personnel

a. *Retirement (Revised) - Classified Personnel - ACTION

The Administration recommends approval of the retirement request from the following classified employee and requests an appropriate resolution be prepared commending her for her years of service with the District: JOANNE SAHOURIEH, Instr. Asst. - SPED, revised date of hire to 8/22/1989 (from 9/25/1996, previously Board approved on 9/24/2025), effective 1/05/2026.

APPROVED

b. *Employment - Classified Personnel - ACTION

The Administration recommends approval of employment of the following classified employees: (Probationary:) PAULO MALBAS, Cust. I, TRP, Range B29, Step I, 8 hrs./day, 12 mos./yr., effective 10/01/2025; (Substitute:) PROCESO MANDIA ARCAMO, Instr. Asst., Sub. Range A23, as needed, effective 10/06/2025.

APPROVED

c. *Leave of Absence - Classified Personnel - ACTION

The Administration recommends approval of the Leave of Absence request from: LORRACE ANG, School Admin. Asst., JFK, from 11/03/2025 through 4/10/2025 (FMLA).

APPROVED

8. GENERAL FUNCTIONS

A. Resolution No. 25-10-22A, Resolution in Support of Protecting Students with Disabilities Act - ACTION

The Board will consider adopting Resolution No. 25-10-22A, Resolution in Support of Protecting Students with Disabilities Act. *[Goals 1,2,3,4 - Equity BP 0415 #6]*

APPROVED

9. EDUCATIONAL & STUDENT SERVICES

A. California Assessment of Student Performance and Progress (CAASPP) Results Update (20 mins.) - INFORMATION

Ms. Pam Scott, Assistant Superintendent of Educational Services, will share results of the 2024-25 California Assessment of Student Performance and Progress (CAASPP) for grades 3 through 8. *[Goal 1 - Equity BP 0415 #1,9]*

INFORMATION

10. CERTIFICATED PERSONNEL

A. Certificated Retirement 2025-2026 - ACTION

The Administration recommends approval of the retirement request from LISA DAVIS, ELD Teacher, TRP, effective January 22, 2026, and requests an appropriate resolution be prepared commending her for her years of service with the District. Ms. Davis has been employed by the District since 8/23/2010.

APPROVED

11. Governance Team Member Comments, Reports, Future Agenda Items and Board Meeting Reflection

HELD

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

This portion of the agenda is available for individuals to comment on or address the Board on an item addressed in Closed Session. The maximum time allowed for any

speaker is usually two minutes.

NONE

13. Recess

8:35 p.m.

14. Convene to Closed Session

8:40 p.m.

15. CLOSED SESSION

A. Superintendent Evaluation

NO ACTION

16. Reconvene to Open Session

9:15 p.m.

17. Report Out of Closed Session

NO ACTION

18. ADJOURN

9:15 p.m.