

Jefferson Elementary School District
BOARD ACTIONS

Regular Governing Board Meeting
11/10/2021 07:00 PM

Jefferson Elementary School District
101 Lincoln Avenue, Daly City, CA 94015
Watch meeting live stream on YouTube:
<https://youtu.be/mg61T44lsQQ>

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
Clayton Koo
Manufou Liaiga-Anoa'i

3. **Pledge of Allegiance**
 - A. **Franklin D. Roosevelt School**
HELD

4. **Governance Team Meeting Guidelines**
Governance team members will review the Governance Team Meeting Guidelines.
HELD

5. **Approval of Agenda**
APPROVED

6. **SPECIAL PRESENTATIONS**
 - A. **Franklin D. Roosevelt's Middle School Student Leadership Elective Class (15 min.)**
As a K-8 school, Franklin D. Roosevelt School has an opportunity for its students to lead in unique ways. The Student Leadership elective class is empowering students to improve the school based on their visions.
INFORMATION

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. *Approval of Minutes - ACTION

Minutes of Regular Governing Board Meeting October 6, 2021.

APPROVED

C. Resolution No. 21-11-10 to Excuse Manufou Liaiga-Anoa'i from Regular Board Meeting October 27, 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 October 27, 2021, due to illness.

APPROVED

D. *Student Teaching Agreement between University of New Mexico and Jefferson Elementary School District - ACTION

The Administration recommends approval of the Student Teaching Agreement between the University of New Mexico and Jefferson Elementary School District for July 1, 2021 through June 30, 2022.

APPROVED

E. School Boundary Book Update - ACTION

The Administration recommends approving the updated 2021-2022 School Boundary Book to include new developments and street additions within our district.

APPROVED

9. EDUCATIONAL & STUDENT SERVICES - Pamela Scott

A. *Acceptance of Donations - ACTION

The Administration recommends approval of the following donations:

Ben Franklin:

Bhargava Sitar from Music at Kohl Mansion to be used in the music program at the school.

M.P. Brown:

\$188.97 from Dorian to be used at the school.

Thomas R. Pollicita:

Guild True American acoustic guitar, JJ Heart Acoustic guitar, and a Vorson acoustic guitar from Music at Kohl Mansion to be used in the music program at the school.

APPROVED

B. Educator Effectiveness Block Grant (10 min.) - INFORMATION

School districts that receive Educator Effectiveness Block Grant funds pursuant to California Education Code (EC) Section 41480(a) are required to develop and adopt a plan, by December 30, 2021, that delineates the expenditure of funds apportioned including the professional development of teachers, administrators, paraprofessionals and classified staff. The plan shall be presented in a public meeting of the Governing Board before its adoption in a subsequent meeting.

INFORMATION

10. BUSINESS & FINANCIAL PROCEDURES - Julie Kessler

A. *Approval of Warrants - ACTION

Warrants totaling \$2,119,915.36.

APPROVED

B. *Surplus Equipment - District Office Technology Department - ACTION

The Administration recommends the Board declare the computer equipment from the District Office Technology Department, having a total value of less than \$2,500, as surplus and authorize disposal of said equipment.

APPROVED

C. *Approval of 2020-21 Annual Developer Fee Compliance Pursuant to Government Code 66001 - ACTION

The Administration recommends that the Board finds the District compliant pursuant to Government Code Section 66001. Government Code Section 66006 requires the Board of Trustees to annually review the beginning and ending balances, as well as revenues and expenditures of money collected through the Developer Fees, Fund 25. Attached is a narrative, which provides the required information regarding the actual figures for fiscal year 2020-21. Government Code 66001 states that the Board must make findings each year if there is any fee, which has remained unexpended or uncommitted for five or more years. No fees have been held for five or more years and no refunds are necessary or appropriate.

APPROVED

11. CERTIFICATED PERSONNEL - Brent Marquez-Valenti

A. Certificated Retirement - 2021-2022 - ACTION

The Administration recommends approval of the retirement request from BARBARA TSAGARAKIS, 3rd grade teacher, WW, effective January 1, 2022, and

requests an appropriate resolution be prepared commending her for her years of service with the District. Ms. Tsagarakis has been employed by the District since 8/30/1991.

APPROVED

B. *Certificated Resignation 2021-2022 - ACTION

The Administration recommends acceptance of the resignation from ELYSE SAMUELS, Elementary School Counselor, MPB, effective 11/5/2021. Ms. Samuels has been employed by the District since 8/9/2019.

APPROVED

C. *Hire Certificated Substitute Teachers 2021-2022 - ACTION

The Administration recommends hiring the following certificated substitute teachers at the rate of \$170 per day: KARINA GARCIA DIAZ, KAY GORDON, and AMANDA TRINH.

APPROVED

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

The Administration recommends approval of a request for Leave of Absence received from the following certificated staff members:

LORNA RODRIGUEZ, 5th grade teacher, WE, Paid FMLA 11/29/21-3/11/22 and Unpaid Child Care Leave 3/14/22-4/1/22;

RENE TANAKA-PRAXEDES, 7/8 Soc. Sci. teacher, TRP, Paid FMLA 12/6/21-1/21/22;

KRIS PRAXEDES, 7/8 Math teacher, TRP, Paid FMLA 10/12/21-10/29/21.

APPROVED

12. CLASSIFIED PERSONNEL - Brent Marquez-Valenti

A. *Employment - Classified Personnel - ACTION

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

(Substitute) MARYMARGARET J. DACASIN, Office Assistant I, \$19.63/hr., as needed, effective 10/27/2021;

(Substitute) GUO LIAN MO, Noonyard Supervisor, \$15.00/hr., as needed, effective 10/26/2021;

(Substitute) FABIOLA J. CAMPOS, Noonyard Supervisor, \$15.00/hr., as needed, effective 10/25/2021;

(Substitute) FABIOLA ARACELI CHAVEZ, Food Svcs. Asst., \$17.37/hr., Sr. Food Svcs. Asst., \$18.87/hr., Snack Bar Operator, \$18.67/hr., as needed, effective 10/25/2021;

(Substitute) QIAOCUI LIN, Custodian II, \$21.63/hr., Custodian III, \$22.70/hr., as needed, effective 10/25/2021;

(Substitute) NORMA ENCISO LOPEZ, Food Svcs. Asst., \$17.37/hr., Sr. Food Svcs. Asst., \$18.87/hr., Snack Bar Operator, \$18.67/hr., as needed, effective 10/25/2021;

(Substitute) SHANNON VIOLA BRIESACH SCHUELLER, Noonyard Supervisor, \$15.00/hr., as needed, effective 10/5/2021;
(Substitute) PATRICIA PADILLA, SCIA, \$21.63/hr., as needed, effective 9/10/2021;
(Substitute) OLGA CAMPUS, Food Svcs. Asst., \$17.37/hr., Sr. Food Svcs. Asst., \$18.67/hr., Snack Bar Operator, \$18.67/hr., as needed, effective 8/31/2021;
(Substitute) LEO VISARRA CABILES, SCIA, \$21.63/hr., Campus Safety, \$18.67/hr., as needed, effective 8/26/2021;
(Substitute) CINDY ROTH, School Admin. Asst., \$23.85/hr., as needed, effective 8/18/2021;
(Substitute) OLIVIA LIM, School Admin. Asst., \$23.85/hr., Office Asst., \$19.63/hr., Inst. Asst.-PE, \$17.80/hr., as needed, effective 8/18/2021;
(Substitute) EMILY MARTINEZ, School Admin. Asst., \$23.85/hr., as needed, effective 8/03/2021.

APPROVED

B. Administrative Appointment 2021-2022 for Business Services - ACTION

The Administration recommends approval of the following Administrative appointment for 2021-2022: MICHAEL A. LAURO, Assistant Superintendent, Business Services, DO, effective 12/31/2021, 2MG256 (Range 5, Step 1).

APPROVED

C. *Leave of Absence - Classified Personnel - ACTION

The Administration recommends approval of the unpaid Leave of Absence request from: MICAELA PADILLA, Campus Safety Asst., BF, effective 12/01/2021 through 12/17/2021.

APPROVED

13. BOARD POLICIES/ADMINISTRATIVE REGULATIONS - Bernardo Vidales

A. Board Policies/Administrative Regulations: June 2021 CSBA Board Policy Updates - First Reading (10 min.) - DISCUSSION/ACTION

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

APPROVED

14. BOARD GOVERNANCE MATTERS

A. Proposed Board Meeting Dates for 2022 (5 min.) - INFORMATION/DISCUSSION

The Board will review and discuss proposed Board Meeting dates for 2022 to be voted on at the December 8, 2021 meeting.

INFORMATION/DISCUSSED

B. Board of Trustees Vacancy (15 min.) - DISCUSSION/ACTION

The Administration seeks direction on the process the Board wishes to use to fill the Board vacancy. If pursuing a provisional appointment, the Board may select up to two members to serve on an ad hoc committee to determine whether applicants meet eligibility criteria.

APPROVED (Request for applications with a deadline of November 30)

C. Call for Nominations for CSBA Subregion 5-B Delegate Assembly - INFORMATION

The Administration recommends that the Board considers nominating local board members for CSBA Subregion 5-B Delegate Assembly. Nomination packets are due to the Superintendent by November 29, 2021 for consideration at the December 8, 2021 meeting. This is submitted for the Board's information.

INFORMATION

D. Scheduling Board Reports - DISCUSSION/ACTION

The Board will discuss and schedule reports at upcoming board meetings for members who attended the 2021 CSBA Annual Education Conference.

APPROVED (Jan.19, 2022: Andrea Jordan, Marie Brizuela; Feb. 9, 2022: Manufou Liaiga-Anoa'i, Clayton Koo)

E. Resolution No. 21-11-10A, In Support of Providing Jefferson Union High School District Stable School Funding and Improving Student Education Through the Serramonte del Rey Project - ACTION

The Board will consider passage of Resolution No. 21-11-10A, In Support of Providing Jefferson Union High School District Stable School Funding and Improving Student Education Through the Serramonte del Rey Project.

APPROVED

15. 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.

NONE

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

HELD

17. ADJOURN

8:18 p.m.