

**Jefferson Elementary School District
BOARD ACTIONS**

Regular Governing Board Meeting

December 11, 2019, 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,

www.youtube.com/user/JESDDalyCityCA

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

7:05 p.m.

2. Members Present

Shakeel Ali (arrived at 7:15 p.m.)

Marie Brizuela

Clayton Koo

Manufou Liaiga-Anoa'i

Maybelle Manio

3. Pledge of Allegiance

A. Margaret Pauline Brown Elementary 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. M.P. Brown Room 6 (4th Grade) and The Youth Cinema Project (15 min.)

The writers and producers of Room 6 are presenting the four chosen "pitches" for their films which are currently in production. These "pitches" were selected by classmates for production. The premiere of these films will be in early June at the Daly City Century 20 Theater.

INFORMATION

7. 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 November 13, 2019.

APPROVED

C. * Nominations for CSBA Subregion 5-B Delegate Assembly - ACTION

The Administration recommends that the Board consider nominating Clayton Koo for CSBA Delegate Assembly.

APPROVED

8. GOVERNING BOARD ANNUAL REORGANIZATION

A. Election of Officers and Representatives - ACTION

The Board, each year, is required under Education Codes 35022 and 35143 to elect a President and Clerk. Board Bylaw 9100 also specifies that a Vice President shall be elected. The Board shall also elect a Representative (and alternate) for the County Committee on School District Organization (Education Code 35023).

APPROVED (Shakeel Ali, President; Maybelle Manio, Vice President; Marie Brizuela, Clerk; Clayton Koo, Representative on County Committee on School District Organization; Manufou Liaiga-Anoa'i, alternate for Representative on County Committee on School District Organization)

B. * Appointment of Secretary to the Board - ACTION

In accordance with Education Code 35025 and Board Bylaw 9122, the Board shall recognize the appointment of Bernardo Vidales, Superintendent, as Secretary to the Board.

APPROVED

C. * Resolution No. 19-12-11, Authorized Signatures - ACTION

The Administration recommends that the Board adopt Resolution No. 19-12-11, authorizing signatories for the School District.

ADOPTED

D. * Governing Board Meeting Dates and Governance Calendar for 2020 - ACTION

The Board will approve proposed Board Meeting dates and Governance Calendar for 2020.

APPROVED

E. Reorganization of District/Board Subcommittees (10 min.) - ACTION

The Board will consider the composition of existing subcommittees and appoint one-two Board members as representatives to the District/Board Subcommittees:

Parent Involvement Advisory Committee (PIAC) (1)

Wellness (1)

City of Daly City/Colma and other Local Partnerships (2)

Jefferson Union High School District and Local Elementary School Districts (2)

Board Policies (2)

Food Service Management Selection Committee (1 or 2)

APPROVED (Parent Involvement Advisory Committee (PIAC): Manufou Liaiga-Anoa'i; Wellness: Shakeel Ali; City of Daly City/Colma and other Local Partnerships: Marie Brizuela, Maybelle Manio; Jefferson Union High

School District and Local Elementary School Districts: Marie Brizuela, Clayton Koo; Board Policies: Clayton Koo; Food Service Management Selection Committee: Manufou Liaiga-Anoa'i, Maybelle Manio)

F. Superintendent Advisory Committees (10 min.) - INFORMATION

The Superintendent requests that Board members indicate willingness and interest to serve as advisors from time to time to Superintendent on issues relating to the areas below. These advisory committees serve as advisory alone and any matter requiring Board action or direction will be brought to the full Board.

Budget and Facilities (2)

Educational Services (2)

INFORMATION (Budget and Facilities: Marie Brizuela, Clayton Koo; Educational Services: Manufou Liaiga-Anoa'i, Maybelle Manio)

9. COMMUNICATIONS (20 min.)

A. Board Member Acknowledgements and Commendations

B. Correspondence and Superintendent Comments

C. 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

10. EDUCATIONAL & STUDENT SERVICES - Heidi Joyner

A. * Acceptance of Donations - ACTION

The Administration recommends approval of the following donations:

Ben Franklin:

\$500.00 from Philanthropic Ventures Foundation Grants that was used to purchase 10 microscopes for use at the school.

Daniel Webster:

\$1,000.00 from Silicon Valley Community Foundation to be used for a 5th grade field trip.

George Washington:

\$361.38 from Dorian Artistry in Photography to be used at the school.

John F. Kennedy:

\$1,000.00 from Philanthropic Ventures Foundation Grants for a Kindergarten field trip to the Marine Science Institute.

\$1,000.00 from Philanthropic Ventures Foundation Grants for a 1st grade field trip to the Children's Discovery Museum.

\$1,000.00 from Silicon Valley Community Foundation for 4th grade students to have an opportunity to learn.

M.P. Brown:

\$500.00 from The Heal Project for a 3rd grade field trip.

M.H. Tobias:

\$742.19 from Dorian Artistry in Photography to be used at the school.

Susan B. Anthony:

\$1,000.00 from Silicon Valley Community Foundation to be used for a field trip.
Thomas Edison:

\$979.00 from Philanthropic Ventures Foundation Grants to be used for a field trip.

\$589.03 from Dorian Artistry in Photography to be used at the school.

Thomas R. Pollicita:

\$1,000.00 from Silicon Valley Community Foundation for an 8th grade field trip to the Exploratorium.

Westlake:

\$493.43 from Dorian Artistry in Photography to be used at the school.

Children's books from Jenny King to be used in the library at the school.

Woodrow Wilson:

\$1,000.00 from Philanthropic Ventures Foundation Grants to be used for a field trip.

APPROVED

11. BUSINESS & FINANCIAL PROCEDURES - Julie Kessler

A. * Approval of Warrants - ACTION

Warrants totaling \$1,536,946.80.

APPROVED

B. * Approval of 2018-19 Annual Developer Fee Compliance Pursuant to Government Code 66001 - ACTION

The Administration recommends that the Board finds the District compliant pursuant to Government Code 66001.

APPROVED

C. Resolution No. 19-12-11A, Resolution Increasing the Revolving Cash Fund - ACTION

The Administration recommends adoption of Resolution No. 19-12-11A, Resolution Increasing the Revolving Cash Fund.

ADOPTED

D. FY 2019-20 First Interim Budget Review (20 min.) - ACTION

Ms. Julie Kessler, Assistant Superintendent of Business Services, will present the 2019-20 First Interim Financial Report for period ended October 31, 2019.

The Administration recommends that the Board of Trustees:

- a. Review the First Interim Financial Report;
- b. Approve the filing of the certification of financial condition; and
- c. Approve the revision of the adopted budget to correspond to the projected year totals for revenues and expenditures.

APPROVED

E. * Adding Graphics Processing Units (GPU) to Video Surveillance Systems - ACTION

The Administration recommends approval of a contract with AVF Systems, Inc., for installation of additional GPU kits to each server for an amount not to exceed \$16,945.53 plus 10% contingency to cover unforeseen conditions to be approved by District. The analytics kit will improve the search function on all district cameras. This will be funded by Fund 21.

APPROVED

12. CERTIFICATED PERSONNEL - Brent Marquez-Valenti

A. Certificated Retirement 2019-2020 - ACTION

The Administration recommends approval of the retirement request from DWAN EASTERBROOKS, RSP teacher, MHT/GV, effective November 16, 2019. Ms. Easterbrooks has been employed by the District since August 27, 2007. The Administration also requests an appropriate resolution be prepared commending Ms. Easterbrooks for her years of service with the District.

APPROVED

B. Certificated Resignation 2019-2020 - ACTION

The Administration recommends acceptance of the following resignation: SUSAN VERONICA NORRIS, Preschool teacher, General Pershing, resignation effective November 8, 2019. Ms. Norris has been employed by the District since September 2, 1999. (Ms. Norris was also employed as a Classified Bilingual aide from September 1990 to September 1999). The Administration also requests an appropriate resolution be prepared commending Ms. Norris for her years of service with the District.

APPROVED

C. * Hire Certificated Personnel 2019-2020 - ACTION

The Administration recommends hiring the following certificated personnel: JACLYN TRASMER, Temporary Status, Preschool teacher GP, effective November 18, 2019, Salary IV Step 1, \$38,268 (salary pro-rated to start date).

APPROVED

D. * Hire Certificated Substitute Teacher 2019-2020 - ACTION

The Administration recommends hiring the following certificated substitute teacher for the 2019-2020 school year at the rate of \$170 per day: PAIGE SCHULTZ.

APPROVED

E. * Certificated Family Leave of Absence 2019-2020 - ACTION

The Administration recommends approval of a request for paid FMLA from: SAMMANATHA TAI, BF, 8th gr. Science teacher, 11/19/19-1/31/20; PAUL EASTBURN, TRP/SBA, Music teacher, 11/13/19-12/13/19.

APPROVED

13. CLASSIFIED PERSONNEL - Brent Marquez-Valenti

A. Retirement - Classified Personnel - ACTION

The Administration recommends approval of the retirement request from the following employee and requests an appropriate resolution be prepared commending him for his years of service with the District: Custodian I, CK/DO, effective 12/31/2019, date of hire 10/26/08: RICARDO OBINA.

APPROVED

B. * Resignation - Classified Personnel - ACTION

The Administration recommends approval of the resignation from the following classified employees:

JACLYN TRASMER, Inst. Asst.-Preschool, GP, effective 11/15/19, date of hire 8/22/17;

LUIS A. GOMEZ, Custodian II, JFK, effective 11/08/19, date of hire 9/01/15.

APPROVED

C. * Employment - Classified Personnel - ACTION

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

(Prob.) SCIA, \$21.41 /hr., BF, 5 hrs./day, 10 mos./yr., effective 12/2/19:

JEANNA RUSHLOW;

(Prob.) SCIA, \$21.41/hr., DW, 3 hrs./day, 10 mos./yr., effective 11/21/19: MARY ANN MILBURN;

(Prob.) IT Systems Support Tech., \$29.40/hr., DO, 8 hrs./day, 12 mos./yr., effective 11/4/19: MICHAEL REBURIANO;

(Rehire) Library Tech., \$23.61/hr., TRP, 3.5 hrs./day, 10 mos./yr., effective 12/2/19: JODI GOTELLI;

(Sub.) Campus Safety Asst., \$18.11/hr., Inst. Asst.- PE, \$17.27/hr., effective 11/7/19: JONATHAN ANTHONY JACOBS;

(Sub.) Inst. Asst.-Afterschool Program, \$17.27/hr., effective 10/30/19: CARLOS ARMANDO CAMACHO;

(Sub.) Inst. Asst.-Afterschool Program, \$21.41/hr., effective 10/07/19: ROMA DAY.

APPROVED

D. * Family Medical Leave of Absence - Classified Personnel - ACTION

The Administration recommends approval of the Family Medical Leave of Absence request from:

ELIAS VILLASENOR, Custodian I, GV/MPB, effective 12/02/2019 through 2/23/2020.

APPROVED

14. BOARD POLICIES/ADMINISTRATIVE REGULATIONS - Bernardo Vidales

A. Review of Board Policies/Administrative Regulations: BP/AR 1240

Volunteer Assistance - DISCUSSION

The Board will review Board Policies/Administrative Regulations 1240 Volunteer Assistance.

DISCUSSED

B. Review of Board Policies/Administrative Regulations: BP/AR 1330 Use of School Facilities - DISCUSSION

The Board will review Board Policies/Administrative Regulations 1330 Use of School Facilities.

DISCUSSED

15. REPORTS FROM BOARD MEMBERS ON PROFESSIONAL DEVELOPMENT

A. Board Study Session: CSBA 2019 Annual Education Conference (20 min.) - INFORMATION/DISCUSSION

Board Members Clayton Koo and Shakeel Ali will highlight some of their learnings as well as give a report about their attendance at the California School Boards Association (CSBA) 2019 Annual Education Conference and Trade Show in San Diego from December 5-December 7, 2019.

TABLED

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

17. Persons Wishing to Address the Board on Closed Session Items
NONE

18. Convene to Closed Session
9:26 p.m.

19. CLOSED SESSION

A. CSEA Negotiations

Conference with Labor Negotiators: Agency Designated Representative, Julie Kessler, CSEA

NO ACTION

20. Report Out of Closed Session
NO ACTION

21. ADJOURN
10:20 p.m.