

**Pacifica School District
Regular Meeting
May 16, 2018 6:00 PM
375 Reina Del Mar Avenue**

Pacifica, CA 94044

Attendance Taken at 6:01 PM:

Present:

Ms. Elizabeth Bredall
Ms. Andrea Gould
Mr. Jesse Levin
Ms. Kathy Shiokari
Ms. Laverne Villalobos

**1. OPEN SESSION - 6:00 P.M. - CALL TO ORDER AND ROLL CALL AND ANNOUNCEMENT:
RECORDING OF THE MEETING**

Minutes:

Trustee Bredall called the meeting to order at 6:01 P.M.

Staff Present are: W. Tukloff, R. Avila, J. Peterson, W. Lucey, S. Campos

Quick Summary:

The District digitally records the audio portion of the meetings. The recorder is located in front of the Board Scribe. All recordings are kept in the Superintendent's Office for 30 days and are available during that time period for inspection by members of the public on district equipment without charge.

2. ANNOUNCEMENT OF CLOSED SESSION

Minutes:

Ms. Bredall announced Closed Session referring to the items listed on Closed Session portion of the agenda.

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS

Minutes:

None.

4. CLOSED SESSION

4.a. Public Employee Appointment. Title: Executive Director, Special Education, Human Resources, and Pupil Services

4.b. Public Employee Discipline/Dismissal/Release/Complaint

4.c. Public Employee Performance Evaluation (G.C. 54957)

Title: Superintendent

**5. OPEN SESSION - 7:00 P.M. - CALL TO ORDER, FLAG SALUTE, ROLL CALL AND ANNOUNCEMENT:
RECORDING OF THE MEETING**

Minutes:

Trustee Bredall reconvened to Open Session at 7:00 P.M.

Trustee Shiokari led the flag salute.

Staff Present: W. Tukloff, R. Avila, J. Peterson, W. Lucey, S. Campos.

Quick Summary:

The District digitally records the audio portion of the meetings. The recorder is located in front of the Board Scribe. All recordings are kept in the Superintendent's Office for 30 days and are available during that time period for inspection by members of the public on district equipment without charge. As a community service, Pacifica Community Television (PCT) records and broadcasts meetings.

6. REPORT OUT ON CLOSED SESSION TOPICS

Minutes:

Ms. Bredall indicated that the Board met during Closed Session and No Action Was Taken.

Quick Summary:

Report Out and APPROPRIATE ACTION

7. APPROVAL OF THE MINUTES of April 25, 2018 Regular Board Meeting

Order #62 - Motion Passed: Passed with a motion by Ms. Andrea Gould and a second by Ms. Kathy Shiokari.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Quick Summary:

It is recommended that the Board approve the Minutes of the April 25, 2018 Regular Meeting.

ACTION

8. APPROVAL OF THE AGENDA AND CONSENT AGENDA 7:05 P.M.

Order #63 - Motion Passed: It is recommended that the Board approve moving item 11c (Pacifica School District Superintendent Contract) to 11b. Item 11b (Recess) would then be 11c.

Passed with a motion by Ms. Kathy Shiokari and a second by Mr. Jesse Levin.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Order #64 - Motion Passed: It is recommended that the Board approve the agenda for the May 16, 2018 meeting and all consent agenda items.

Passed with a motion by Mr. Jesse Levin and a second by Ms. Kathy Shiokari.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

A request was made by Wendy Tukloff to pull the agenda for May 16th for a slight modification. She requested that the Board approve moving item 11c (Pacifica School District Superintendent Contract) to 11b, moving item 11b (Recess) to 11c.

Trustee Bredall asked for a motion to move item 11c to item 11b on the agenda. Trustee Shiokari moved to approve the motion and was seconded by Trustee Levin. The Board passed the motion 5-0.

Quick Summary:

All items on the consent agenda will be approved with one motion, which is not debatable and which requires a unanimous vote for passage. If any member of the Board, the Superintendent, or the public so requests, any item shall be removed from this section and placed in the regular order of business following approval of the consent agenda.

CONSENT/ACTION

8.a. Agenda of the May 16, 2018 meeting

Quick Summary:

It is recommended that the Board approve the agenda for the May 16, 2018 Regular meeting.

CONSENT/ACTION

8.b. Consideration of Acceptance Warrants

Quick Summary:

It is recommended that the Board approve the attached commercial warrants for the period of

04/06/2018 through 04/27/2018 totaling \$805,478.33.

CONSENT/ACTION

8.c. Service and Consultant Contract Approvals

Quick Summary:

It is recommended that the Board approve the Service and Consultant contracts as presented by staff.

CONSENT/ACTION

8.d. Overnight Field Trip

Quick Summary:

It is recommended that the Board approve the following overnight field trip(s) as presented.

CONSENT/ACTION

8.e. Personnel Changes

Quick Summary:

It is recommended that the Board of Trustees approve the Personnel Changes as presented.

CONSENT/ACTION

8.f. Student Teacher and Internship Memorandum of Understanding Between Pacifica School District and National University

Quick Summary:

It is recommended that the Pacifica School District Board of Education Trustees approve the Memorandum of Understanding for Student Teacher Placement and Intern Placement.

CONSENT/ACTION

8.g. Agreement Between Pacifica School District and Pacifica AYSO for Joint Use and Maintenance of IBL and Oddstad Fields

Quick Summary:

It is recommended that the Board approve the agreements between the Pacifica School District and Pacifica AYSO for Joint Use and Maintenance of the IBL and Oddstad Fields.

CONSENT/ACTION

9. COMMUNICATIONS - 7:10 P.M.

Quick Summary:

This portion of the agenda is available to the public to address the Board on any issue that is not on the agenda. The maximum time allowed for any speaker is three minutes.

9.a. LSEA (Laguna Salada Education Association)

Minutes:

LSEA and CSEA shared that Tuesday, June 5th will be the joint end of year party and invited staff and the Trustees to attend.

9.b. CSEA (Classified School Employees Association)

Minutes:

Refer to 9.a. of the minutes.

9.c. People Wishing to Address the Board

Minutes:

Patrick Sayres, Director, Pacifica School Volunteers addressed the Board to invite all to attend and celebrate the 20 years of the Pacifica School Volunteers. He mentioned they will honor and celebrate Wendy Tukloff for her work in the Pacifica School District.

James Arnaudo, parent of children at Cabrillo School, and on behalf of parents of Vallemar, Ocean Shore, and Cabrillo addressed the Board regarding the Spanish elective next year at Ingrid B. Lacy. Areas questioned: 1) Why this elective is not being offered at Vallemar, Ocean Shore, and Cabrillo; 2) Asked for transparency and the vision for Spanish from an equity perspective for all the K-8 schools; 3) Where the funding comes from..

9.d. Correspondence

Minutes:

Dr. Tukloff shared that she received communication regarding the 2017-2018 2nd Interim Financial Report, noting Pacifica School District in a positive certification. The District is currently at 5% in reserves but could go down to 4% so the District should s monitor that carefully.

9.e. Board/Superintendent Communications

Minutes:

The Board of Trustees discussed events and activities they attended and participated in since their last Board meeting including: Superintendent Contract Special Meeting; Independent Study Committee Meeting; Library Advisory Committee; Elna Flynn Volunteer Banquet; Joint Articulation Meeting; California Advisory Group Meeting; Ortega Hoedown; SLAM Poetry event; Vallemar Bingo, Executive Director Finalists Interviews; Pacifica Coalition Meeting; Ingrid B. Lacy and Ocean Shore's Band Concerts.

Dr. Tukloff shared that she and Trustee Bredall attended a Jerry Hill Round Table event.

10. PRESENTATIONS - 7:20 P.M.

10.a. Resolution No. 2018-05-16-A through 2018-05-16-E Resolutions of Appreciation for Retiring Teachers and Classified Staff (LCAP Goal #1)

Order #65 - Motion Passed: Passed with a motion by Ms. Kathy Shiokari and a second by Ms. Andrea Gould.

Minutes:

Ray Avila presented retirees, along with their Principals, a Resolution of Appreciation for their time with the Pacifica School District. Each Principal read their retiree's resolution.

Board of Trustee President, Elizabeth Bredall, presented the resolution for retiring Superintendent, Dr. Wendy Tukloff.

Retiree's honored this evening were: Darlene Easterby, Lisa Kern, Julie Jones, and Wendy Tukloff. Angie Gibbs was unable to attend this evening's meeting.

Quick Summary:

It is recommended that the Board of Trustees approve Resolutions 2018-05-16-A through 2018-05-16-E Resolutions of Appreciation for Retiring Teachers and Classified Staff.

ACTION

11. DISTRICT BUSINESS - 7:40 P.M.

Quick Summary:

DISTRICT GOALS The District values the goals provided in our Local Control Accountability Plan (LCAP) and Strategic Plan. All of our District Board Agenda Items are tied to these goals. One or more goals are listed in the description of each Board Agenda Item. The details for each of those District Goals can be accessed on our Agenda Online Public Page or by visiting the District website, www.pacificasd.org, under District Information, Board of Trustees.

11.a. Public Employee Appointment: Superintendent (Goal: Governance) - 7:40 P.M.

Order #65 - Motion Passed: Passed with a motion by Mr. Jesse Levin and a second by Ms. Laverne Villalobos.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Elizabeth Bredall announced the appointment of Dr. Heather Olsen as finalist for Superintendent.

Dr. Olsen addressed the Board and community. She shared her background in education and is very excited to become a part of Pacifica School District. She thanked Wendy Tukloff for all of her support.

Quick Summary:

It is recommended that the Pacifica School District Board of Education Trustees approve the appointment of the Superintendent Finalist.

ACTION

11.b. Recess (15 minutes) - 7:45 P.M.

Minutes:

The Board of Trustees and community took a brief recess to celebrate the retirees and the incoming Superintendent with cake.

11.c. Pacifica School District Superintendent Contract (Goal: Governance) - 8:00 P.M.

Order #66 - Motion Passed: Passed with a motion by Ms. Kathy Shiokari and a second by Ms. Andrea Gould.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Dr. Tukloff shared that attached to this Board item is the signed Superintendent Contract and asked the Board if they have any questions.

Quick Summary:

It is recommended that the Pacifica School District Board of Education Trustees approve the Superintendent Contract.

ACTION

11.d. Public Employee Appointment: Executive Director, Special Education, Human Resources, and Pupil Services (GOAL: Governance) - 8:05 P.M.

Order #67 - Motion Passed: Passed with a motion by Ms. Andrea Gould and a second by Ms. Kathy Shiokari.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Wendy Tukloff announced the appointment of Maria Lang-Gavidia as the Executive Director, Special Education, Human Resources, and Pupil Services. Ms. Gavidia comes to us from Belmont-Redwood Shores School District.

Dr. Tukloff thanked the panel of interviewers.

Quick Summary:

It is recommended that the Pacifica School District Board of Education approve the appointment of the Executive Director, Special Education, Human Resources, and Pupil Services as presented at this Board Meeting.

ACTION

11.e. Tentative Agreement between PSD and LSEA for 2017-2018 (Goal: Operations) - 8:10 P.M.

Order #68 - Motion Passed: Passed with a motion by Mr. Jesse Levin and a second by Ms. Kathy Shiokari.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Josie Peterson presented the Tentative Agreement between Pacifica School District and Laguna Salada Education Association (LSEA). She highlighted the items that were agreed upon through negotiations.

The tentative agreement is attached to this Board item.

Quick Summary:

It is recommended that the Board approve the Tentative Agreement between the Pacifica School District and the Laguna Salada Education Association (LSEA), dated April 18, 2018 and the Amendment to the Tentative Agreement dated May 3, 2018.

ACTION

11.f. Tentative Agreement between Pacifica School District and the Classified School Employee Association (CSEA) for the 2017-2018 school year (GOAL: Operations) - 8:15 P.M.

Order #69 - Motion Passed: Passed with a motion by Ms. Laverne Villalobos and a second by Ms. Andrea Gould.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Josie Peterson presented the Tentative Agreement between Pacifica School District and California School Employees Association (CSEA). She highlighted the items that were agreed upon through negotiations.

The tentative agreement is attached to this Board item.

Quick Summary:

It is recommended that the Board of Trustees approve the Tentative Agreements between the Pacifica School District and the California School Employee Association (CSEA) which were ratified by CSEA on May 4, 2018.

ACTION

11.g. Tentative Agreement between PSD and LSMA for 2017-2018 (GOAL: Operations) - 8:20 P.M.

Order #70 - Motion Passed: Passed with a motion by Mr. Jesse Levin and a second by Ms. Kathy Shiokari.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Josie Peterson presented the Tentative Agreement between Pacifica School District and Laguna Salada Management Association (LSMA). Ms. Peterson shared that discussion with members acknowledged that LSMA continues to follow the "me too" clause of the negotiation process with the District's labor partners

The tentative agreement is attached to this Board item.

Quick Summary:

It is recommended that the Board approve the Tentative Agreement between the Pacifica School District and the Laguna Salada Management Association (LSMA). ACTION

11.h. Superintendent Contract: Compensation (Goal: Operations) - 8:25 P.M.

Order #71 - Motion Passed: Passed with a motion by Ms. Laverne Villalobos and a second by Ms. Kathy Shiokari.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Josie Peterson presented the Superintendent Contract: Compensation Board item. The Employee Agreement for the Superintendent Contract includes language that states, "The Superintendent will also receive the same salary increases granted District Administrators. Those compensation agreements are listed on the Board memorandum attached to this Board item.

Quick Summary:

It is recommended that the Board of Trustees approve all applicable Compensation Agreement(s) between Pacifica School District and the Laguna Salada Management Association (LSMA) per the Superintendent's contract.

ACTION

11.i. Public Disclosure of Collective Bargaining Agreement (Goal: Operations) - 8:30 P.M.

Order #72 - Motion Passed: Passed with a motion by Mr. Jesse Levin and a second by Ms. Andrea Gould.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Josie Peterson shared that in accordance with AB 1200, the law governing the fiscal health of school districts, the Board must make public the financial impact of the increase in compensation for employees. (Teachers, Classified & Management).

The public disclosure is attached to this Board item.

Quick Summary:

It is recommended that the Board of Trustees approve the Public Disclosure of Collective Bargaining Agreements for all bargaining units of Pacifica School District.

ACTION

11.j. Resolution No. 2018-05-16-F 2017-2018 Budgetary Increase and Transfers at Year End (Goal: Operations) - 8:35 P.M.

Order #73 - Motion Passed: Passed with a motion by Ms. Andrea Gould and a second by Mr. Jesse Levin.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Josie Peterson presented Resolution No. 2018-05-16-F 2017-2018 Budgetary Increase and Transfers at Year End.

This item is presented to the Board every year and with approval allows the District to make budget revisions between categories to process payments to June 30th.

Quick Summary:

It is recommended that the Board of Trustees approve Resolution 2018-05-16-F to authorize the County Superintendent of Schools to make such transfers at the close of the 2017-2018 school year as may be necessary to permit the payment of obligations the District incurred during the year.ACTION

11.k. Child Nutrition Update (GOAL: Operations) - 8:40 P.M.

Minutes:

Josie Peterson introduced Lori Miller, Child Nutrition Supervisor. Both Ms. Peterson and Ms. Miller presented a Child Nutrition Update highlighting the following: current year updates; USDA regulations; SB250: Child Hunger and Fair Treatment Act of 2017; and planning for 2018-2019.

The PowerPoint Presentation is attached to this Board agenda item.

Board comments included USDA regulations and other options for District food vendors. Ms. Peterson stated that the District has been meeting all of the USDA guidelines ahead of schedule and that the District has looked in to other possibilities, including Co-op food purchases with other districts to save in costs.

Quick Summary:
INFORMATION

11.I. Sunset Ridge School Multipurpose Room Floor Bid Results (GOAL: Operations) - 8:50 P.M.

Order #74 - Motion Passed: Passed with a motion by Ms. Kathy Shiokari and a second by Ms. Andrea Gould.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Josie Peterson presented the Sunset Ridge School Multipurpose Floor bid results. She thanked John Hashizume for putting the bid together. The floor at Sunset Ridge is over 15 years old and needs replacement.

Quick Summary:

It is recommended that the Board of Trustees authorize staff to enter into contract with the lowest responsible bidder for the Pacifica School District Sunset Ridge School Multipurpose Room Floor project.

ACTION

11.m. Declaration of Surplus Equipment (Goal: Operations) - 8:55 P.M.

Order #75 - Motion Passed: Passed with a motion by Ms. Kathy Shiokari and a second by Ms. Andrea Gould.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Josie Peterson shared that John Hashizume, Facilities, Maintenance and Operations Directory has been keeping a list of surplus items that are no longer needed in the District.

Board comments included whether the kitchen items on the list were replaced. Ms. Peterson stated that the kitchen items are old kitchen items that are duplicate items.

Quick Summary:

It is recommended that the Board declare the attached list of equipment listed as surplus.

ACTION

12. BOARD BYLAWS, BOARD POLICIES & ADMINISTRATIVE REGULATIONS (Goal: Governance) - 9:00 P.M.

12.a. BP and AR 3320 Claims Against the District - First Reading

Minutes:

Josie Peterson presented Board Policy BP/AR 3320 Claims Against the District for First Reading due to language update provided by County Counsel based on a recent court case.

Quick Summary:

BP/AR 3320 Claims and Actions Against the District - First Reading

DISCUSSION

12.b. E 4040 Employee Use Of Technology - First Reading

Minutes:

Will Lucey brought forward to the Board E 4040 which added language to existing Exhibit 1 to inform the use of Cookies, which are small text files that are sent to the computer when you visit a website. The attached Exhibit 4040 has an added section (17) within Exhibit 1 which defines cookies and their use and purpose as it related to data sharing and monitoring.

A Board comment was made asking whether the notification was placed on our website. Will Lucey confirmed that the notification has been placed on our website.

Quick Summary:

FIRST READING E 4040 Employee Use of Technology PSD Current with Revision

DISCUSSION

12.c. BP and AR 4350 Compensation - First Reading

Minutes:

Wendy Tukloff shared that in review of the attached BP and AR 4350 Compensation, these may have missed the review process and should have been deleted. BP 4351, 4151, 4251 Employee Compensation replaces BP and AR 4350.

Quick Summary:

BP/AR 4350 Compensation - FIRST READING

DISCUSSION

12.d. BP and AR 4354 Health and Welfare - First Reading

Minutes:

Wendy Tukloff brought forward for First Reading Board Policy (BP) and Administrative Regulation (AR) 4354 Health and Welfare which are updated based on current practice.

Management has a "me too" agreement based on the district's negotiated yearly settlement with LSEA on increases in compensation. The management salary schedule is increased by the total compensation amount. (LSEA receives automatic increases in the cost of health insurance that management does not receive. The cost of LSEA health insurance and retiree benefits is added to the management salary schedule in place of increases in the management benefit cap. This may be decided on an annual basis among LSMA members affected by health increases/cap.)

There was discussion with regard to the "Look Back Method". Josie Peterson clarified that the "Look Back Method" refers to substitutes and part-time employees. The District has a calculation method in which it reviews the hours that substitutes and part-time employees work to know when to offer health insurance. This method refers to Obamacare.

Quick Summary:

BP/AR 4354 Health and Welfare - FIRST READING

DISCUSSION

13. FUTURE AGENDA ITEMS - 9:20 P.M.

Minutes:

Wendy Tukloff reviewed the items listed on the Future Agenda. There was discussion to add Pacifica School District (PSD) Home School Program to the June 13, 2018 Board meeting. The PSD Home School Program is a Honor Roll Recipient of the Campaign for Business & Education Excellence (CBEE).

14. ADJOURNMENT - 9:25 P.M.

Minutes:

Trustee Bredall adjourned the meeting at 9:00 P.M.

Quick Summary:

NEXT MEETING: June 6, 2018, 7:00 p.m., District Office, 375 Reina del Mar Avenue, Pacifica

- The Board of Trustees may meet in Closed Session for the purposes of discussing Personnel under Government Code 54957 and Negotiations under Government Code 54957.6 after the open session.
- Pacifica School District, Board of Trustees Regular Meeting Agendas may be previewed on the District Website: www.pacificasd.org. Board of Trustees Regular Meetings are televised on Pacifica Community Television (PCT) Channel 26 on Thursdays at 3:30 p.m.
- Regular Meeting Agendas are posted at least 72 hours prior to each meeting at the following locations:
All District Schools Pacifica & Sanchez Libraries Pacifica Tribune San Mateo County Times
District Office
Special Meeting Agendas are posted at least 24 hours prior to the meeting at the Official Posting Location:
District Office
- *Board meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Executive Assistant to the Superintendent at least 10 working days before the meeting at 650.738.6625. Notification in advance of the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.*
- The agenda (order in which the items are presented) is accepted or amended by the Board at the beginning of the meeting under the item "Approval of the Agenda." Once the agenda is approved by the Board, the meeting will proceed in the order approved. Times for agenda items are approximate with the exception of Public Hearings. Public Hearings will occur at or after the time listed on the agenda.

Guidelines for Public Comment

- The Board President will formally open and close times for public comment for each agenda item. After public comment is closed, the Board will discuss the item and, if appropriate, take action.
- Individuals wishing to address the Board must complete a request card with their name, address and the item number. Cards are located on the table as you enter the room. Cards should be submitted either to the Board President or to the Superintendent.

- Individuals may address topics not on the agenda during the Communications Section (People Wishing to Address the Board) at the beginning of the meeting. However, the Board cannot comment on items not on the agenda.
- The Board, at their discretion, may limit the total time allotted for public comment during each agenda item.
- Individuals must be recognized by the Board President and step to the podium to speak.
- Speakers should introduce themselves and speak into the microphone. (The microphone is for the television and does not amplify sound.)
- Speakers are limited to a maximum of 3 minutes, which may be reduced at the discretion of the Board.
- Time allotments may NOT be passed from one person to another.
- An individual may speak only once on each agenda item.

7/21/10 Original – Updated 9/13/10

Clerk

Superintendent