



Pacifica School District
Regular Meeting
October 28, 2015 7:00 PM
375 Reina Del Mar Avenue
Pacifica, CA 94044

Attendance Taken at 5:59 PM:

Present:

Ms. Elizabeth Bredall
Ms. Andrea Gould
Ms. Kathy Shiokari
Ms. Laverne Villalobos

Absent:

Mr. Matthew Levie

Updated Attendance:

Mr. Matthew Levie was updated to present at: 6:05 PM

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

Minutes:

Meeting called to order at 6:00 p.m.

Staff Present: W. Tukloff, R. Avila, J. Peterson, T. Van Raaphorst

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.

2. ANNOUNCEMENT OF CLOSED SESSION

Minutes:

Ms. Gould announced Closed Session referring to the items as listed below.

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS

Minutes:

None

4. CLOSED SESSION

4.a. Conference with Legal Counsel Regarding Pending Litigation:

Cal200 et al. v. Apple Valley Unified et al.

Case Number: CPF-15-514477

4.b. Conference with Labor Negotiator

Agency Negotiator: Wendy S. Tukloff, Superintendent

4.b.1. Employee Organizations: CSEA (California School Employees Association, Chapter 128), LSEA (Laguna Salada Education Association), LSMA (Laguna Salada Management Association)

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:

Ms. Gould reconvened to Open Session at 7:05 p.m.

Flag salute was led by E. Bredall.

Staff present: W. Tukloff, R. Avila, J. Peterson, T. Van Raaphorst, S. Ramirez

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6. REPORT OUT ON CLOSED SESSION TOPICS

Minutes:

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

The Board will be returning to Closed Session following adjournment of the meeting.

Ms. Gould shared tonight the Board will be adjourning in honor of Richard Faust, former parent, volunteer, and Pacifica School District Trustee.

At this time, Trustee Shiokari shared a few words regarding Mr. Faust on behalf of the Board.

Quick Summary:

Report Out and APPROPRIATE ACTION

7. APPROVAL OF THE MINUTES of October 7, 2015

Motion Passed: It is recommended that the Board approve the Minutes of the October 7, 2015 Regular Meeting. Passed with a motion by Mr. Matthew Levie and a second by Ms. Laverne Villalobos.

Yes Ms. Elizabeth Bredall

Yes Ms. Andrea Gould

Yes Mr. Matthew Levie
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Quick Summary:
ACTION

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

Motion Passed: It is recommended that the Board approve the agenda for the October 28, 2015 meeting and all consent agenda items. Passed with a motion by Ms. Kathy Shiokari and a second by Ms. Elizabeth Bredall.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Matthew Levie
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

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 October 28, 2015 meeting

Quick Summary:

It is recommended that the Board approve the agenda for the October 28, 2015 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 9/29/15 through 10/16/15 totaling \$828,712.97.

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. Personnel Board Item

Quick Summary:

It is recommended that the Board approve the Personnel Items as presented.

CONSENT/ACTION

8.e. Overnight Field Trip Approval

Quick Summary:

It is recommended that the Board approve the overnight field trips.
CONSENT/ACTION

8.f. Approval of Contract for Extended Day Care and Preschool Services with Temporary Tot Tending, Inc.

Quick Summary:

It is recommended that the Board of Trustees approve the 2015-2016 Contract for Extended Day Care and Preschool Services with Temporary Tot Tending, Inc.
CONSENT/ACTION

8.g. Permit Agreement Bevan C. Jones

Quick Summary:

It is recommended that the Board approve the 2015-2016 Permit Agreement between Bevan C. Jones and the Pacifica School District for the use of unused portable space at Oddstad School.
CONSENT/ACTION

8.h. Approval of Permit Agreement The Kateri Tekakwitha Fund

Quick Summary:

It is recommended that the Board approve the 2015-2016 Permit Agreement between the Kateri Tekakwitha Fund and the Pacifica School District for the use of unused portable space at Linda Mar Educational Center.
CONSENT/ACTION

8.i. Approval of Permit Agreement: Mr. Terry Hoff for Fine Artist Studio

Quick Summary:

It is recommended that the Board approve the 2015-2016 permit agreement between Mr. Terry Hoff and the Pacifica School District for use of building space at the Linda mat Educational Center.
CONSENT/ACTION

8.j. July 2015 Manual Maintenance - 4000 Series - Second Reading

Quick Summary:

SECOND READING

It is recommended that the Board approve the July 2015 Manual Maintenance - 4000 Series - as presented.

July 2015 Manual Maintenance: 4000 Series

AR 4040 - Employee Use of Technology CSBA Delete (Attachment A)
Recommended Deletion by CSBA

E 4040 - Employee Use of Technology CSBA Not Applicable (Attachment B)
Not Applicable

BP 4131 - Staff Development CSBA With Revisions (Attachment C)
Approve CSBA Sample With Revisions

AR 4161.8, 4261.8, 4361.8 - Family Care And Medical Leave CSBA With
Revisions (Attachment D)
Approve CSBA Sample With Revisions

BP 4231 - Staff Development CSBA With Revisions (Attachment E)
Approve CSBA Sample With Revisions

PSD Acceptable Use Policy With Revisions
Approve PSD With Revisions

Signature Page Employee's Technology Acceptable Use Of With Revisions
Approve PSD With Revisions

8.k. July 2015 Manual Maintenance- 6000, 9000 Series - Second Reading

Quick Summary:
SECOND READING

It is recommended that the Board approve the attached policies in the
6000, 9000 series.

AR 6163.4 - Student Use of Technology (Attachment A)
Approve Delete CSBA AR 6163.4/Use

Exhibit 6163.4E 6163.4 - Student Use of Technology Use (Attachment B)
Approve PSD with Revisions

E 6163.4 - Student and Parent Agreement Signature Page (Attachment
B1)
Approve PSD with Revisions

BB 9100 - Organization (Attachment C)
Approve CSBA Sample With Revisions

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:

Ms. Arguello indicated they will have something later in the meeting.

9.b. CSEA (Classified School Employees Association)

Minutes:

President Sue Beckmeyer shared that the CSEA Fall Craft Fair will be
held on Saturday, November 7th from 9:00 a.m. - 3:00 p.m. at the
Ortega School Cafeteria, 1283 Terra Nova Blvd.

9.c. People Wishing to Address the Board

Minutes:
None

9.d. Correspondence

Minutes:

Dr. Tukloff received a big thank you and Certificate of Appreciation from Clorinda Campagna, UNICEF Volunteer in regards to the District allowing our students to have the opportunity to help other KIDS around the world. Ms. Campagna indicated Pacifica students have raised over the years approximately \$58,574.23 that goes towards water, nutrition, medicines, education, and emergency relief! Dr. Tukloff also received CALPADS Data Management Recognition, thanking us for our support for the submission and maintenance of high-quality data. Dr. Tukloff recognized Barbara Smith, the district's computer network specialist for a job well done!

9.e. Board/Superintendent Communications

Minutes:

Board members discussed events and activities they attended and participated in since the last Board meeting including: Senator Jerry Hill's Town Hall Meeting at Canada College; CSEA meeting; Masters in Governance Workshop; Open House at the Daly City Youth Health Center; Poetry Slam at Ocean Shore; Senator Jerry Hill's Meet & Greet in Pacifica; SMCSBA Presentation on At-Risk Youth; Cabrillo School Variety Show; San Mateo County Achievement Gap Summit; Vallemar Fall Fun Fest; and a meeting with Skyline College.

10. PRESENTATIONS - 7:20 P.M.

10.a. Presentation: North County Outreach Collaborative and Pacifica Prevention Partnership (Goal: LCAP #7 - School Climate)

Minutes:

Ms. VanRaaphorst shared that the North County Outreach Collaborative is funded through San Mateo County's Office of Diversity and Equity to connect underserved communities to behavioral health that promotes well being. Through a diverse partnership including key agencies; the Asian American Recovery Services, Daly City Youth Health Center, Pyramid Alternatives, the Daly City Partnership, the Pacifica Resource Center, and the Pacifica Collaborative. Jefferson Union High School District has been awarded a Drug Free Communities Support Program grant which funds the work of the Pacifica Prevention Partnership. The Partnership exists to mobilize the community to affect change and reduce substance use among youth.

Mary Bier, Pacifica Collaborative Coordinator presented the Board with an update. The Power Point Presentation can be found on the District's website attached to this Board Agenda Item.

11. DISTRICT BUSINESS - 7:30 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. School Climate: Positive Behavior Intervention and Supports Framework (Goal: LCAP #7 - School Climate) (7:30 p.m.)

Minutes:

Dr. Avila indicated in 2012-13 the District began putting into place a foundation for positive school climate and safety that includes the aspects of citizenship and values. During the 2013-14 school year, the District developed a goal to specifically address school climate and safety in our Local Control and Accountability Plan: Goal 7 - Enhance student connectedness by providing a welcoming and positive school climate that fosters a sense of belonging.

Jennifer Gray, Director of Linda Mar Education Center and chairperson of the PSD School Climate Liaison team, provided the Board with an overview that included School Wide Matrices, Ability Awareness, Structured Recess Activities, and Bullying Prevention. Team liaisons presented the Board with highlights from each of their schools:

Jeanne Smith - Cabrillo School (with support provided by Meghan Elsbernd and Sue Beckmeyer)

Meghan Neuberger - Ingrid B. Lacy Middle School

Joanne Simonson for Seva Steel - Ocean Shore School

Beth Boldt - Ortega School

Chido Garcia - Sunset Ridge School

Anne Burrows for Shelli Stepps - Vallemar School

For more information, the Power Point Presentation can be found on the District's website attached to this Board Agenda Item.

Quick Summary:

PRESENTATION/DISCUSSION

11.b. San Mateo County Information Sharing Multiagency Agreement (Goal: LCAP #7 - School Climate) (8:00 p.m.)

Motion Passed: It is recommended that the Board approve the San Mateo County Information Sharing Multiagency Agreement to promote a coordinated effort among agencies and staff to improve the safety and welfare of the youth in our county. Passed with a motion by Mr. Matthew Levie and a second by Ms. Kathy Shiokari.

Yes Ms. Elizabeth Bredall

Yes Ms. Andrea Gould

Yes Mr. Matthew Levie

Yes Ms. Kathy Shiokari

Yes Ms. Laverne Villalobos

Minutes:

Dr. Avila shared the purpose of this agreement is for all parties involved to make a commitment to providing appropriate programs and services, and the sharing of information, to prevent children from becoming at-risk, and/or to intervene with at-risk youth, and youth who are already involved in the juvenile justice system.

Quick Summary:

DISCUSSION/ACTION

11.c. Pacifica School District/Laguna Salada Education Association (LSEA) Initial Negotiation Proposals for the 2015-2016 School Year (Goal: LCAP #1 - Attract & Retain) (8:15 p.m.)

Motion Passed: It is recommended that the Board adopt the District's initial proposal for contract negotiations for the 2015-2016 school year. Passed with a motion by Ms. Elizabeth Bredall and a second by Ms. Kathy Shiokari.

Yes Ms. Elizabeth Bredall

Yes Ms. Andrea Gould

Yes Mr. Matthew Levie

Yes Ms. Kathy Shiokari

Yes Ms. Laverne Villalobos

Minutes:

Dr. Avila indicated both PSD and LSEA were sunshining their Initial Proposals before the Board this evening to begin negotiations for the 2015-16 school year. Jonathan Harris, co-chair of the LSEA Negotiations Team read the final paragraph from their Initial Proposal for the record "LSEA looks forward to meeting with the District. We are hopeful that we will be able to continue Interest-Based Bargaining during our negotiation sessions and that both groups' interests will be successfully met."

Quick Summary:

ACTION

11.d. Public Report on Developer Fees Government Code Sections 66001(d) and 66006(b) (Goal: LCAP #3 - Facilities & Maintenance) (8:20 p.m.)

Minutes:

Ms. Peterson shared developer fees are to be used to mitigate the impact on our facilities brought about by home additions and new home/commercial construction. The purposes for which developer fees are currently being used and will continue to be used are in placing re-locatable and additional classrooms on our campuses. The ending balance in this fund as of June 30, 2015 was \$141,972.21.

Quick Summary:

INFORMATION/DISCUSSION

11.e. 1st Quarter Report on Williams Uniform Complaints (Goal: Governance) (8:25 p.m.)

Minutes:

Ms. Peterson indicated there was one complaint filed anonymously with Ingrid B. Lacy Middle School during the 1st Quarter (July 1, 2015 - September 30, 2015). A copy of the complaint can be found on the District's website attached to this Board Agenda Item.

Quick Summary:
INFORMATION

12. BOARD BYLAWS, BOARD POLICIES & ADMINISTRATIVE REGULATIONS - 8:30 P.M.

12.a. BP 4040 - Employee Use Of Technology - First Reading (Goal: Governance) (8:30 p.m.)

Minutes:

No changes were requested by the Board.

Quick Summary:
FIRST READING
BP 4040 - Employee Use of Technology (Attachments A & A1)
Approve CSBA Sample With Revisions

12.b. BP 6163.4- Student Use of Technology (Goal: Governance) (8:35 p.m.)

Minutes:

No changes were requested by the Board.

Quick Summary:
FIRST READING

12.c. AR 5145.11 - Questioning and Apprehension by Law Enforcement (Goal: Governance) (8:40 p.m.)

Minutes:

No changes were requested by the Board.

Quick Summary:
FIRST READING

13. FUTURE AGENDA ITEMS - 9:00 P.M.

Minutes:

Dr. Tukloff asked to add to November 18th Agenda - Substitute Teacher Salary. Mr. Levie requested a Board Item on November 18th - Oddstad Discussion. Ms. Villalobos asked that the Pledge of Allegiance be included as a future topic. Dr. Tukloff asked Ms. Ramirez to include Board Policies Minor Revisions on December 9th.

14. ADJOURN TO CLOSED SESSION

Minutes:

Ms. Gould shared the Board would like to adjourn this meeting in honor of former Trustee, parent, and friend Richard Faust who passed away earlier this month. Richard brought to the Board and to our District an unbridled enthusiasm for education, a strong belief that all children deserved to be

served equally, and an unparalleled love for this District. He will be missed by us all.

Ms. Gould adjourned the meeting to Closed Session at 8:30 p.m.

15. OPEN SESSION

Minutes:

Ms. Gould reconvened to Open Session at 9:30 p.m.

Present: E. Bredall, A. Gould, M. Levie, K. Shiokari, L. Villalobos

Staff Present: W. Tukloff

16. REPORT OUT ON CLOSED SESSION TOPICS

Minutes:

Ms. Gould indicated the Board met in Closed Session and No Action Was Taken.

17. ADJOURNMENT - 9:10 P.M.

Minutes:

Ms. Gould adjourned the meeting at 9:32 p.m.

Minutes Approved 11/18/15 - S. Ramirez, Exec. Asst. to the Superintendent

Quick Summary:

NEXT MEETING: November 18, 2015, 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