



**Pacifica School District
Regular Meeting
March 11, 2015 7:00 PM
375 Reina Del Mar Avenue
Pacifica, CA 94044**

Attendance Taken at 5:59 PM:

Present Board Members:

Ms. Elizabeth Bredall
Ms. Andrea Gould
Mr. Matthew Levie
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**

Quick Summary/Abstract:

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.

Comments:

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

Staff Present: W. Tukloff, R. Avila, J. Peterson, T. Van Raaphorst, E. Cundiff, S. Ramirez

2. ANNOUNCEMENT OF CLOSED SESSION

Comments:

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

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS

Comments:

None

4. CLOSED SESSION

4.a. Conference with Labor Negotiator

Agency Negotiator: Wendy S. Tukloff, Superintendent

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

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

Quick Summary/Abstract:

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Comments:

Ms. Gould reconvened to Open Session at 7:04 p.m.

Flag salute was led by L. Villalobos

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

6. REPORT OUT ON CLOSED SESSION TOPICS

Quick Summary:

Report Out and APPROPRIATE ACTION

Comments:

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

Following adjournment of the regular meeting, the Board will reconvene to Closed Session to discuss Negotiations.

7. APPROVAL OF THE MINUTES of February 11, 2015

Quick Summary/Abstract:

ACTION

Motion Passed: It is recommended that the Board approve the Minutes of the February 11, 2015 Regular Meeting. 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

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

Quick Summary/Abstract:

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

Motion Passed: It is recommended that the Board approve the agenda for the March 11, 2015 meeting and all consent agenda items. Passed with a motion by Mr. Matthew Levie 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

8.a. Agenda of the of the March 11, 2015 Regular meeting

Quick Summary/Abstract:

It is recommended that the Board approve the agenda for the March 11, 2015 Regular meeting.

CONSENT/ACTION

8.b. Consideration of Acceptance Warrants

Quick Summary/Abstract:

It is recommended that the Board approve the attached commercial warrants for the period of 1/30/15 through 2/25/15 totaling \$793,779.58.

CONSENT/ACTION

8.c. Service and Consultant Contract Approvals

Quick Summary/Abstract:

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

CONSENT/ACTION

8.d. Personnel Changes

Quick Summary/Abstract:

It is recommended that the Board approve the personnel changes as presented.

CONSENT/ACTION

8.e. OVERNIGHT FIELD TRIP APPROVAL

Quick Summary/Abstract:

It is recommended that the Board Approve the Overnight Field Trips as presented.

CONSENT

8.f. Approval of the Pacifica Gardens Agreement

Quick Summary/Abstract:

It is recommended that the Board approve the agreement with the Pacifica Gardens.

CONSENT/ACTION

8.g. Approval of Permit Agreement: Pacifica Weightlifters Club

Quick Summary/Abstract:

It is recommended that the Board approve the renewal of a permit agreement between the Pacifica Weightlifting Club and the Pacifica School District for use of building space at Linda Mar Educational Center.

CONSENT/ACTION

9. RESOLUTIONS OF APPRECIATION - 7:10 P.M.

9.a. Resolutions of Appreciation: Pacifica School District Parent Volunteers

Quick Summary/Abstract:
ACTION

Motion Passed: It is recommended that the Board adopt Resolution No. 2015-03-11-A to Resolution No. 2015-03-11-G as the Resolution of Appreciation for the Parent Volunteers of Cabrillo School, Ingrid B. Lacy Middle School, Ocean Shore School, Ortega School, Vallemar School, and Sunset Ridge, as well as the Pacifica Education Foundation, recognizing the important contributions of the parent organizations and volunteers to the schools and district. Passed with a motion by Mr. Matthew Levie 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

Discussion:

Dr. Tukloff indicated the Board wanted to honor the many parent organizations and volunteers that support the District in making certain that we are able to provide all of the wonderful offerings and opportunities that we have at our schools. Board President Andrea Gould read aloud one of the seven resolutions reflecting the hard work of all of our volunteers. In addition to the parent groups at each of the sites, the Pacifica Education Foundation volunteers were also honored with a resolution.

10. COMMUNICATIONS - 7:25 P.M.

Quick Summary/Abstract:

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.

10.a. LSEA (Laguna Salada Education Association)

Discussion:

Debby Lyttle, 5th grade teacher at Sunset Ridge, member of the LSEA Negotiating Team, and LSEA Union President, addressed the Board regarding her feelings about the current negotiations, the District's declaration of impasse, the lack of interest-based bargaining, and the teachers' working-to-contract and the effect that has had on the teachers, the students, and their families.

Ms. Gould asked those in attendance to please be respectful and hold their applause.

10.b. CSEA (Classified School Employees Association)

Discussion:

None

10.c. People Wishing to Address the Board

Discussion:

The following members of Laguna Salada Education Association (LSEA) and parents in the Pacifica School District community spoke during Communications to voice their continued concern over the imposed impasse, their desire that the Board do the right thing for the teachers, their concern that teachers will have to leave this district in search of more equitable pay elsewhere, their belief that this district is strong because of the teachers that currently work here, and asked that the district please meet halfway to settle these negotiations.

- 1) Rachel Merlo - teacher, community member, future parent in the district, and member of the LSEA Negotiating Team
- 2) David McCarroll - parent and tax payer
- 3) Michael Najor - parent of 3 PSD students, past or present
- 4) Charlotte Allen - parent
- 5) Julie Stock - parent, teacher in San Mateo, tax payer, and homeowner
- 6) Tony Hartman - 3rd grade teacher, Ortega
- 7) Jane Solano - 6th grade teacher, IBL
- 8) Jennifer Mitchell - Kindergarten teacher at Ocean Shore
- 9) Mark Boelter - PE teacher, IBL
- 10) Jonathan Harris - parent, teacher at Ocean Shore, co-chair of LSEA Negotiations Team
- 11) Cynthia Skinner - teacher, Sunset Ridge
- 12) Maureen Manis - teacher, Vallemar
- 13) Natasha Glasgo - teacher, Vallemar, attended Ocean Shore, mother of Ryan who has life-threatening allergies to corn and corn derivatives
- 14) Michael West - attended school in this district, wife teachers at Cabrillo
- 15) Beth Forry - parent in the district for 10 years, 2 children at Ortega and IBL

Ms. Gould explained that the Board, if they choose, can make some general comments in regards to what they have heard. She expressed she appreciates everyone that has come out to speak at the meeting. She respects and loves the great teachers in this district. She shared that the teachers will be coming back on Monday 3/16 and again on Friday 3/20 to continue the negotiating process. There is nothing more the Board would like to do than reach an agreement with the teachers that is fair for everyone.

The other Board members thanked everyone for coming to the meeting, and shared that they are listening and encouraged everyone to continue sending emails, making phone calls, etc. The Board is committed to finding a just solution, and believes there will be one.

The Board took a short break while those attending the meeting disbursed.

10.d. Correspondence

Discussion:

None

10.e. Board/Superintendent Communications

Discussion:

Board Members discussed events and activities they attended and participated in since the last Board meeting including: Sunset Ridge Pancake Breakfast; Vallemar Bowl-a-thon; Ortega Talent Show; CSBA Legislative Action Day in Sacramento; SEPAC meeting; served as Principal For A Day at Vallemar; visited Sunset Ridge with principal, Ellie Cunniff; meeting with the head of the English department at Terra Nova to discuss articulation; meeting in regards to translation of District documents for parents; meeting in regards to Transportation; Board Work Studies on 2/25/15 and 3/5/15; accreditation visit to Watsonville, CA.

Dr. Tukloff attended the Knowledge Network, which is a part of the Silicon Valley Community Foundation, and the organization that supports us with grant funding for professional development for the California State Standards, formerly referred to as the Common Core State Standards. Other observations taken away from this meeting included: it is probably okay to wait another year before adopting Math textbooks; the need to remember and understand that the SBAC testing will provide us with a good baseline year, new school assessment, new computer-based way of taking the tests, "moving forward in a very positive way in a time of great ambiguity."

Dr. Tukloff also attended Ability Awareness Day at Cabrillo.

11. DISTRICT BUSINESS - 8:05 P.M.

11.a. 2015-2016 Kindergarten Lottery Review (8:05 p.m.)

Quick Summary/Abstract:
INFORMATION

Discussion:

Dr. Avila provided the Board with a review of the 2015-2016 Kindergarten and Transitional Kindergarten Lottery. Please see the Board memorandum attached to this Board Agenda item for details.

11.b. 2015-2016 Enrollment and Staffing (8:15 p.m.)

Quick Summary/Abstract:
INFORMATION/DISCUSSION

Discussion:

Dr. Avila provided the Board with an update on enrollment and staffing for 2015-2016. Please refer to the Board memorandum attached to this Board Agenda item for more details.

11.c. Classified Lay-offs as a Result of Lack of Work and/or Lack of Funds Resolution No. 2015-03-11-H (8:25 p.m.)

Quick Summary/Abstract:
ACTION

Motion Passed: It is recommended that the Board approve Resolution No. 2015-03-11-H, as amended, a reduction in a classified position for lack of work and/or lack of funds effective June 24, 2015. 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

Discussion:

Dr. Avila indicated he was bringing forward a revised Board memorandum and resolution for classified layoffs. He shared that the District's labor partner, CSEA, was exercising their right to negotiate for positions that are titled as reduced in time and hours. Those named positions on the original memorandum and resolution were removed from the amended memorandum and resolution. The amended resolution only includes those positions that are being laid off.

11.d. Release of Temporary Certificated Employees - Resolution No. 2015-03-11-I (8:30 p.m.)

Quick Summary/Abstract:
ACTION

Motion Passed: It is recommended that the Board approve Resolution No. 2015-03-11-I - Resolution on Release of Temporary Certificated Employees (Ed Code Section 44954). Passed with a motion by Mr. Matthew Levie 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

Discussion:

Dr. Avila indicated this is also the time of year when the District is asked to release temporary certificated employees. The majority of teachers listed on the attached resolution work a job share with another teacher. In the next couple months the job share teachers could possibly present another job share request, and at that time it will be reviewed. One of the teachers listed is being released due to a reduction in enrollment at that site. Two other teachers are being released due to lack of funds, and it is possible those sites will secure the funding again (perhaps through the PTO or Site funds) to bring those part time teachers back next year.

11.e. Board Governance: Board Policies and Board Self-Evaluation (8:35 p.m.)

Quick Summary/Abstract:
DISCUSSION

Discussion:

Dr. Tukloff acknowledged the Board Policies/Bylaws and Administrative Regulations review/adoption can be a very arduous process. She proposed making a few changes to the current system of reviewing the policies that would hopefully provide the Board members with more time to review a more manageable number of policies, thus improving the process. Ms. Gould proposed perhaps each Board member could be assigned a certain number of policies to review, take notes, and during the upcoming meeting present to

the other Board members. Ms. Shiokari expressed that she, as a new Board member, would like to review all policies --- other Board members agreed. Board members will receive on Friday (two days after the current meeting) the policies that need to be reviewed for the 4/1/15 meeting. On the following Friday, the Board Members will receive the policies to be presented to the Board on 5/6/15. This will spread the policies to be reviewed out over a few meetings rather than receiving them in one large chunk.

Board of Trustees Self-Evaluation

California School Boards Association (CSBA) provides three options for the Trustees' self-evaluation: a) Tool kit - \$10 per tool kit; b) Online Survey: \$200; includes a Survey Report; c) Facilitated Online Survey: \$2000, plus traveling expense; \$200 cost of online survey included. Staff recommended that the facilitated option be considered to ensure the Trustees take full advantage of a combined survey report.

Mr. Levie felt the facilitated option would not be something the Board needs at this time. He suggested the Board try the Online Survey first, and if that does not work out then the Board at that point would be able to request the facilitated option. Ms. Gould wanted to clarify if this process would need to be an agendaized process. Dr. Tukloff indicated it would most likely be a Board Work Study.

11.f. 2015 CSBA Delegate Assembly Election (8:45 p.m.)

Quick Summary/Abstract:
DISCUSSION/ACTION

Motion to Amend Passed: To amend the motion from: "It is recommended that the Board of Trustees vote for three candidates to represent Sub-region 5B (San Mateo County) on the Delegate Assembly. " to: "It is recommended that the Board of Trustees vote for Davina Drabkin, Carrie Du Bois, and Kevin Martinez to represent Sub-region 5B (San Mateo County) on the CSBA Delegate Assembly." Passed with a motion by Mr. Matthew Levie 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

Discussion:

Pacifica School District Board of Trustees and the Superintendent are members of the California School Boards Association (CSBA). The Delegate Assembly is made up of approximately 270+ delegates who are elected by local Board members in 21 geographic regions. As part of the Sub-region 5B we are currently able to vote for 3 candidates.

Ms. Joan Weideman, Vallemar resident and former member of the PSD Board of Trustees, addressed the Board to share her knowledge about the four CSBA members on the ballot.

Following Board discussion, a slate of three members was chosen.

11.g. Certification of Second Interim Financial Report for 2014-15 (8:55 p.m.)

Quick Summary/Abstract:
ACTION

Motion Passed: It is recommended that the Board approve the Positive Certification of the 2014-2015 Second Interim Financial Report for the period July 1, 2014 through January 31, 2015 (Form CI) and authorize its filing with the County Superintendent of Schools. Passed with a motion by Ms. Laverne Villalobos 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

Discussion:

Ms. Peterson shared that the Board can certify the report in three ways: 1) Positive Certification indicating that the District will be able to meet its financial obligations for the remainder of the fiscal year and two subsequent fiscal years; 2) Qualified Certification indicated the District may be able to meet its financial obligations for the current year and two subsequent fiscal years; or 3) Negative Certification indicating the District will not be able to meet its financial obligations for the current year and two subsequent years. Pacifica School District will be able to meet its financial obligations as reflected by the Positive Certification of the 2014-2015 Second Interim (Form CI). Please see the Board memorandum attached to this Board Agenda Item for more detail.

12. BOARD BYLAWS, BOARD POLICIES & ADMINISTRATIVE REGULATIONS - 9:10 P.M.

12.a. December 2014 Policy Manual Maintenance 0000, 1000, 6000 Series (9:10 p.m.)

Quick Summary/Abstract:
FIRST READING

December 2014 Policy Maintenance: 0000, 1000, 6000 Series

BP 0420.1 - School-Based Program Coordination
Delete as Recommended by CSBA

AR 0420.1 - School-Based Program Coordination
Delete as Recommended by CSBA

BP 0440 - District Technology Plan
Approve CSBA Sample As Is

AR 0440 - District Technology Plan
Approve CSBA Sample With Revisions

AR 1220 - Citizen Advisory Committees
Approve CSBA Sample With Revisions

BP 1240 - Volunteer Assistance

Approve CSBA Sample As Is

AR 1240 - Volunteer Assistance
Approve CSBA Sample With Revisions

AR 6145.2 - Athletic Competition
Not Applicable - No Current PSD Policy

BP 6158 - Independent Study
Approve CSBA Sample With Revisions

AR 6158 - Independent Study
Approve CSBA Sample With Revisions

AR 6162.51 - State Academic Achievement Tests
Approve CSBA Sample With Revisions

AR 6173 - Education For Homeless Children
Approve CSBA Sample With Revisions

Discussion:
There were no changes requested by the Board.

12.b. December 2014 Policy Maintenance: 3000 Series (9:25 p.m.)

Quick Summary/Abstract:
FIRST READING

Discussion:
Mr. Levie requested the Budget Advisory Committee section within the board policy be removed. The District no longer needs a Budget Advisory Committee because we now use the LCAP process. Ms. Peterson indicated staff would bring back BP/AR 3100 with that optional section removed. Ms. Gould asked if it would be brought back again for First Reading and Ms. Peterson indicated yes.

12.c. December 2014 Minor Revisions: 3000 Series (9:30 p.m.)

Quick Summary/Abstract:
FIRST READING

Discussion:
There were no changes requested by the Board.

13. FUTURE AGENDA ITEMS - 9:35 P.M.

Discussion:
Dr. Tukloff asked if there were next steps for Transportation as a result of the mini meeting. Mr. Levie & Ms. Shiokari indicated there were none. Add: Legislative Action Day Report Out and Update on Testing.

Mr. Levie indicated it is very difficult for him to attend daytime meetings/mini meetings. He expressed perhaps mini meetings involving 1 or 2 Board members to discuss a subject (such as Transportation, etc.) might not be the best option for this Board given the earlier conversation surrounding the Board's preference that they all read and review the Board policies rather than dole them out to individual Board members to review and report out. He wanted to again raise the

idea of the Conversation meeting to discuss one or more issues/items that are currently being raised to discuss if the Board collectively may be interested in pursuing these issues/items.. The Board agreed they would prefer to review individual issues (such as transportation, etc.) as a collective Board.

Ms. Shiokari asked that an article entitled "Network for School Discipline" be reviewed by staff. Ms. Gould suggested an update/informational item regarding SWPBIS, including alternatives to expulsions.

14. ADJOURN TO CLOSED SESSION - 9:30

Comments:

Ms. Gould adjourned to Closed Session at 9:30 to discuss Closed Session items the Board was unable to complete during the earlier Closed Session.

15. OPEN SESSION

Comments:

Ms. Gould reconvened to Open Session at 10:42 p.m.

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

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

16. REPORT OUT ON CLOSED SESSION TOPICS

Comments:

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

17. ADJOURNMENT - 9:40 P.M.

Rationale:

NEXT MEETING: APRIL 1, 2015, 7:00 p.m., District Office, 375
Reina del Mar Avenue, Pacifica

Comments:

Ms. Gould adjourned the meeting at 10:45 p.m.

Minutes Approved 4/1/15 - S. Ramirez, Exec. Asst. to the Superintendent

- 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