

Pacifica School District
Regular Meeting
November 16, 2016 7:00 PM
375 Reina Del Mar Avenue

Pacifica, CA 94044

Attendance Taken at 7:00 PM:

Present:

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

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

Minutes:

President Matt Levie called the meeting to order at 7:01 P.M. Mr. Levie stated that this was his last Board meeting and shared personal thoughts regarding his tenure as Trustee. He proceeded with a poem he chose to read.

Kathy Shiokari led the flag salute.

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. APPROVAL OF THE MINUTES of October 26, 2016 - 7:05 P.M.

Order #3 - Motion Passed: It is recommended that the Board approve the Minutes of the October 26, 2016 Regular Meeting. 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:

ACTION

3. APPROVAL OF THE AGENDA AND CONSENT AGENDA 7:10 P.M.

Order #4 - Motion Passed: It is recommended that the Board approve the agenda for the November 16, 2016 meeting and all consent agenda items. 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

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

3.a. Agenda of the November 16, 2016 meeting

Quick Summary:

It is recommended that the Board approve the agenda for the November 16, 2016 Regular meeting. CONSENT/ACTION

3.b. Consideration of Acceptance Warrants

Quick Summary:

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

10/14/2016 through 11/1/2016 totaling \$705,807.30.

CONSENT/ACTION

3.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

3.d. Personnel Changes

Quick Summary:

CONSENT/ACTION

3.e. Approval of Permit Agreement - Bevan C Jones

Quick Summary:

It is recommended that the Board of Trustees approve the 2016-2017 Permit Agreement between Bevan C. Jones and the Pacifica School District for the use of portable space at Oddstad School.

CONSENT/ACTION

3.f. Approval of Permit Agreement - Gold Rush Pro Wrestling

Quick Summary:

CONSENT/ACTION

3.g. September 2016 Manual Maintenance 1000 Series (Second Reading)

Quick Summary:
CONSENT/ACTION

3.h. September 2016 Manual Maintenance 3000 Series (Second Reading)

Quick Summary:

It is recommended that the Board approve the September 2016 Manual Maintenance 3000 Series - as presented. SECOND READING
(Attachment A Board Memo) September 2016 Manual Maintenance
(Attachment B) CSBA BP3230 Federal Grant Funds Use CSBA Sample (New Mandated Policy, no current PSD Policy)
(Attachment C) CSBA AR3230 Federal Grant Funds CSBA Sample (New Mandated Policy, no current PSD Policy)
(Attachment D) CSBA BP3270 Sale and Disposal Books Equip Supplies Use CSBA Sample as Revised
(Attachment E) CSBA AR3270 Sale and Disposal Books Equipment and Supplies Use CSBA Sample as Revised
(Attachment F) CSBA AR3440 Inventories Use CSBA Sample as Revised
(Attachment G) CSBA AR3460 Financial Reports Use CSBA Sample with Added Revisions
(Attachment H) CSBA AR3512 Equipment Use CSBA Sample as Revised
CONSENT/ACTION

3.i. September 2016 Manual Maintenance 5000 Series - (Second Reading)

Quick Summary:

September 2016 Manual Maintenance SECOND READING
(Attachment A) Board Memo Second Reading
(Attachment B) BP5145.3 Nondiscrimination-Harassment - Use CSBA Sample as revised
(Attachment C) AR5145.3 Nondiscrimination-Harassment- Use CSBA Sample with added revisions
(Attachment D) BP5145.7 Sexual Harassment - Use CSBA Sample as revised
(Attachment E) AR5145.7 Sexual Harassment Use CSBA Sample with added revisions
CONSENT/ACTION

3.j. AR 5141.41 - Prevention of Sexual Misconduct and Abuse in Schools (Second Reading)

Quick Summary:
CONSENT/ACTION

4. COMMUNICATIONS - 7:15 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.

4.a. LSEA (Laguna Salada Education Association)

Minutes:

LSEA thanked Matt Levie for his years on the Board. LSEA also welcomed Will Lucey, new Executive Director, Educational Support

Services.

4.b. CSEA (Classified School Employees Association)

Minutes:
Nothing at this time

4.c. People Wishing to Address the Board

Minutes:
None

4.d. Correspondence

Minutes:
None

4.e. Board/Superintendent Communications

Minutes:
The Board discussed events and activities they attended and participated in since the last Board meeting including: Interview for Executive Director, ESS, Halloween parade and garden expansion tour, Single Plan for Student Achievement (SPSA) Work Study; Ortega PTO meeting; Celebration of Life for Tom Minshew, Boo Fest, Parade at Sunset Ridge, Terra Nova Band Night, Pacifica Collaborative, Fashion Sale for Cabrillo Fundraiser, Parcel Tax Committee Meeting, Ortega Book Fair and Library Visit, Stakeholders Meeting, Rallies/Protests at the High Schools. Native American history and Thanksgiving was mentioned with regard to speaking on present information along with the past.

Wendy Tukloff talked about Leadership Council (LC) that was held on the Ortega campus. LC was invited and took a tour of the Boys and Girls Club (Yosemite Drive).

Dr. Tukloff also mentioned that this past election on November 8th, Mr. Jesse Levin has been elected to the Board of Trustees for the Pacifica School District and Ms. Andrea Gould has been re-elected for another term.

5. PRESENTATIONS - 7:30 P.M.

5.a. Introduction of New Executive Director, Education Support Services (LCAP #1 - Conditions for Learning; Goal: Governance)

Minutes:
Ray Avila welcomed Mr. Will Lucey, new Executive Director, Educational Support Services. Mr. Lucey mentioned he is very excited to be a part of Pacifica School District. He spoke on his years in education for the past 25 years.

Quick Summary:
INFORMATION

6. 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.

6.a. Single Plan for Student Achievement (SPSA) (LCAP Goals 1, 2 and 3)

Order #5 - Motion Passed: It is recommended that the Pacifica School District Board of Trustees approve the Single Plan for Student Achievement (SPSA) for Cabrillo, Ingrid B. Lacy, Ocean Shore, Ortega, Sunset Ridge, and Vallemar as presented. 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. Matthew Levie
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Wendy Tukloff presented the Single Plan for Student Achievement (SPSA) for each school site. The SPSA can be found as an attachment to this agenda item.

Quick Summary:

CONSENT/ACTION

6.b. School Climate Update (LCAP: Goal 3)

Minutes:

Ray Avila and Jennifer Gray presented the School Climate Update. This presentation can be found attached to this agenda item.

Board questions/comments: Clarifications on in school and out of school suspensions; Question regarding whether the District is still contracting with County Mental Health; Whether Kindergartners should be suspended; Free and reduced statistics with regard to suspensions. It was also recognized that Pacifica School District demonstrates continuity in programs and that we are integrating more and more supports into the plan.

Quick Summary:

INFORMATION

6.c. Certification of First Interim Report for 2016-2017 (LCAP: Operations, Governance)

Order #6 - 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. Matthew Levie

Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Josie Peterson presented the Certification of First Interim Report. The presentation can be found attached to this agenda item.

Board comments/questions: Confirmation that all of the defibrillators have been installed; The timeframe for the end of STRS increase and impact on the budget. .

Quick Summary:

It is recommended that the Board of Trustees approve the Positive Certification of the 2016-2017 First Interim Financial Report for the period July 1, 2016 through October 31, 2016 (Form CI) and authorize its filing with the County Superintendent of Schools. ACTION

6.d. Organization Chart (LCAP: Operations and Governance)

Minutes:

Wendy Tukloff reviewed the Organization Charts. The charts can be found attached to this agenda item. Trustees commented on the number of duties covered and appreciation to staff.

Quick Summary:

INFORMATION

6.e. CSBA Delegate Assembly Nominations (LCAP: Governance, Operations)

Minutes:

Wendy Tukloff asked the Board if there is anyone that they would like to nominate. There were no nominations at this time.

Quick Summary:

INFORMATION/DISCUSSION

6.f. Report Interest Earned 1st Quarter 2016-2017 (GOAL: Operations)

Minutes:

Josie Peterson reported out on the 1st Quarter Interest Earned. There were no questions by the Board.

Quick Summary:

INFORMATION

6.g. 4th Quarter Report on Williams Uniform Complaints (GOAL: Operations)

Minutes:

Josie Peterson reported out that there were no complaints for the 4th Quarter.

Quick Summary:

INFORMATION

7. FUTURE AGENDA ITEMS - 8:25 P.M.

The Future Agenda items were reviewed as listed and attached to this agenda item.

8. ADJOURNMENT - 8:30 P.M.

Minutes:

The meeting was adjourned at 8:34 P.M.

Quick Summary:

NEXT MEETING: December 7, 2016, 7:00 p.m., District Office, 375 Reina del Mar Avenue, Pacifica

Minutes Approved 12/7/2016 - S.Campos, 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