



# James Jordan Middle School Board of Trustees

## Board Meeting

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### **Date and Time**

Wednesday January 11, 2017 at 7:00 PM

### **Location**

7911 Winnetka Ave, Winnetka, CA 91306.

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### Meeting Notice

This Board Meeting is open to the public. James Jordan Middle School ("School") welcomes your participation at the School's Board meetings. Participation from various locations will be possible for this meeting, this agenda shall be posted in compliance with the Brown Act at each location and the public can participate from that location. A quorum of members shall participate from inside the boundaries of our authorizing district including remote participation from the following locations which will have appropriate agenda posting and public access in compliance with the Brown Act: 6678 Colgate Ave, LA 90048 and 20231 Gault Street, Winnetka 91306. Other board members shall participate from the following locations with Brown Act Compliant postings. 1. 3833 Wisconsin Street, Oakland, CA 94619. 2. 12289 Mayberry Road, Spring Hill, FL 34609 3

The meeting can be heard by phone at Dial-in Number: (515) 739-1030 Meeting ID: 704-521-672

The purpose of a public meeting of the Board of Trustees ("Board") is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School.

To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the meeting.
  2. "Non-Agenda Item: Request to Speak" and "Agenda Item: Request to Speak" cards are available to all audience members who wish to speak under the general category of "Public Comments" or on any specific agenda item(s) (as applicable).
    - a. Non-agenda items: any person may address the Board concerning any item not on the agenda provided that no individual presentation shall be for more than 3 minutes (or 6 minutes with translation) and the total time for this purpose shall not exceed 20 minutes (provided that the President may grant additional time if circumstances permit).
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Ordinarily, Board members will not respond to such presentations and no action can be taken as the Board is allowed to take action only on items on the agenda. However, the Board may give direction to staff following a presentation or calendar the issue for further discussion. Individuals may also request that a topic related to school business be placed on a future agenda and once such an item is properly agendaized and publicly noticed, the Board can discuss, respond, and possibly act upon such an item. See attached Request to Speak card. b. Agenda Items: any person may address the Board concerning any item on the agenda provided that no individual presentation shall be for more than 3 minutes (6 minutes with translation) and the total time for this purpose shall not exceed 30 minutes (provided that the President may grant additional time if circumstances permit). The presentation to the Board shall be made at the time a specific item is under discussion. See attached Request to Speak card.

3. When addressing the Board, speakers are requested to state their name and address and adhere to the time limits set forth herein. Each speaker is limited to 3 minutes in English and 6 minutes with translation. Spanish translation will be provided by the school at every board meeting. If you need translation for another language, please contact the school 48 hours in advance to allow us to find a translator.

4. In compliance with the Americans with Disabilities Act (ADA) and upon request, the School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the Principal ([alvarado@jamesjordanms.com](mailto:alvarado@jamesjordanms.com), 818-882-2496)

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## Agenda

Purpose      Presenter      Duration

### I. Opening Items

- A. Record Attendance and Guests
- B. Call the Meeting to Order
- C. Approve Minutes      Approve Minutes      John Stoneburner
- D. Lead Teacher Report           Mary Cory      10

### II. Finance

- A. November Financials      Vote      Mike Johnston      15

Having reviewed the financial reports, the board should consider a motion to approve the November Financials including balance sheet, cash flow and check register.

### III. Academic Excellence

- A. Academic Calendar for 2017-18      FYI      Myranda Marsh      5

The LAUSD has done an abrupt flip on their calendar and will not be changing it for the foreseeable future. So, never mind.

- B. Results from Interim test continue to prompt changes      Vote      Myranda Marsh      10

In our continued focus on English Learner students, we are concerned about providing additional literacy skills development. Our Science and History instruction are designed to have a structure of literacy skills built into every lesson. Our current teachers do not have the time to develop their own curriculum for these subjects. Also, having an expertly designed curriculum would be beneficial for our novice teachers. We would like the Board to authorize \$35,000 for professional development and training and subscriptions (this year and next) for our 6th and 7th grade to have a fully developed literacy component integrated with science and history.

### IV. CEO Support And Eval

### V. Governance

- A. Board membership      Vote      John Stoneburner      20

The Board of Trustees will discuss and propose amendments to the By-Laws for membership in order to make compliance with quorum requirements easier to accomplish.

- B. Strategic planning for Board Development      Vote      John Stoneburner      15

The topic shall be vigorous board engagement. The board will discuss ways to recruit additional board members. The board will consider the conditions of membership including non-attendance, which impacts quorum. New policy may be proposed and voted on during this meeting.

**C.** Safe Haven School board resolution      Vote      Miranda Marsh      5

Please read the attached policy prepared in consultation with our attorneys. This affirms our commitment to making schools a safe place for undocumented students and families. Ms. Alvarado will have a printed copy for the signature of the Board Secretary if the resolution is passed by the Board.

**D.** Policy for Re-Enrollment      Vote      Miranda Marsh      10

Some of our students may need to withdraw from JJMS because they will be outside of the LAUSD boundaries for more than 10 days due to legal matters or to attend the serious illness of a family member. Under those circumstances, we would like to have a policy of re-enrolling those students automatically upon their return to our geographic area. We ask for a motion to adopt the following policy: If a student has attended JJMS for more than 30 days of instruction and that student needs to withdraw from JJMS because they will be outside of the LAUSD boundaries for more than 10 days due to legal matters or to attend the serious illness of a family member, upon their return, they can present proof of the reason for withdrawal and be re-enrolled without being placed on the waiting list.

## **VI. Other Business**

**A.** Set board meeting dates      Vote      John Stoneburner      10

Please bring your calendar so that we can set board meeting dates for the second half of the school year.

## **VII. Closing Items**

**A.** Adjourn Meeting      Vote