



# James Jordan Middle School Board of Trustees

## Rescheduled to get quorum

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### Date and Time

Tuesday March 28, 2017 at 7:00 PM PDT

### Location

JJMS

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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: A board member will be participating from 6678 Colgate Ave, LA 90048

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). 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 agenzized 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, 818-882-2496)

## Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>7:00 PM</b>

Opening Items

**A.** Record Attendance and Guests

**B.** Call the Meeting to Order

<b>C.</b> Approve Minutes	Approve Minutes	Myranda Marsh	5 m
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Approve minutes for Regular Board Meeting on March 1, 2017

<b>D.</b> Lead Teacher Report		Mary Cory	10 m
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<b>E.</b> Application for Board Membership	Vote	Myranda Marsh	10 m
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Dan Kallen, who attended the last board meeting as a member of the public, has submitted his resume and requested that he be considered for board membership. His resume is attached to this agenda item. His marketing skills are a good match for the expertise we are seeking as outlined in the board recruitment materials created by the Executive Director following the CCSA conference session on board development. That document is on the agenda as a later item but might be useful for this item as well.

<b>II. Finance</b>			<b>7:25 PM</b>
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Finance

<b>A.</b> February Financials	Vote	Mike Johnston	10 m
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Having reviewed the financial reports, the board should consider a motion to approve the February Financials including balance sheet, cash flow and check register.

<b>B.</b> Clarification of Fiscal Policy	Vote	Myranda Marsh	5 m
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The fiscal policy manual lists spending limits for several campus leaders. The Board adopted this policy manual with the intention of trusting several administrators to spend a certain amount of money without seeking pre-approval. This is important to smooth and

	Purpose	Presenter	Time
<p>efficient operations. The Board should consider a motion to clarify that each of the Administration leaders can spend up to their Fiscal Policy manual stated limit without seeking pre-approval from any of their supervisors.</p>			

**III. Governance 7:40 PM**

Governance

<b>A. Board Policy for interaction with Law Enforcement officials</b>	Vote	Myranda Marsh	10 m
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The board should adopt a policy directing how it expects the staff of JJMS to interact with law enforcement officials, particularly those involved in immigration enforcement.

<b>B. Board Recruitment</b>	Vote	John Stoneburner	30 m
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The JJMS Board of Trustees has expressed a desire to recruit additional board members. Following a CCSA conference session, Dr. Marsh has prepared a draft of a recruiting and reference tool. The board should determine a specific plan of action to raise board membership to 9 members (from the current total of 5).

**IV. CEO Support And Eval 8:20 PM**

CEO Support And Eval

<b>A. Dr. Marsh evaluation for the 2016-17 school year</b>	Vote	John Stoneburner	15 m
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I wanted to ask far in advance for a full evaluation report with scoring in several categories at the end of this year. The board needs to delegate the authority for gathering data and drafting a document to a committee of board members. The ideal target date for completion would be June 30,2017.

**V. Other Business 8:35 PM**

<b>A. set date for meeting at the end of April</b>	Vote	Myranda Marsh	5 m
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We need a date for the next board meeting. During the next meeting, we will be reviewing our LCAP goals for this year. In the May meeting, we need to approve the budget for the coming school year.

**VI. Closing Items 8:40 PM**

<b>A. Adjourn Meeting</b>	Vote	
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