



James Jordan Middle School Board of Trustees

Regular Board Meeting

Date and Time

Thursday March 19, 2020 at 7:00 PM PDT

This Board Meeting is open to the public. IN ACCORDANCE WITH ORDERS FROM GOVERNOR NEWSOME, THIS BOARD MEETING WILL BE PRIMARILY ONLINE. James Jordan Middle School ("School") welcomes your participation at the School's Board meetings. There will be a laptop available at our physical address, 7911 Winnetka Ave, Winnetka 91306, for public participation but we recommend people participate from home.

Remote participation in the meeting is by Hangouts Meet

[Join Hangouts Meet](#)

meet.google.com/nos-ajph-hqx



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+1 567-250-1502 PIN: 977 195 456#

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.
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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
I. Opening Items			7:00 PM
Opening Items			
A. Record Attendance and Guests			
B. Call the Meeting to Order			
C. Take public comment		Bridget Smith	5 m
D. approve minutes	Approve Minutes	Bridget Smith	5 m
Approve minutes for SPECIAL BOARD MEETING FOR LAUSD DOCUMENTS on March 5, 2020			
II. III. Governance			7:10 PM
A. Ratification of decision to close on Monday March 16.	Vote	Bridget Smith	10 m
Following the recommendation of health officials and the actions of the LAUSD, JJMS canceled all on campus student classes or events. This action was taken in consultation with the Board Chair, Bridget Smith. The JJMS Board ratifies the March 16 closure.			
B. Delegation of emergency powers	Vote	Bridget Smith	10 m
The JJMS Board of Trustees should consider a motion to delegate emergency powers to Executive Director, Myranda S. Marsh, so that she can act swiftly to the changing Covid19 crisis. Powers will include but are not limited to extending the closure of the school after consultation and agreement by the Board Chair, Bridget Smith. Such power will also include any measures or expenses deemed necessary to implementing online educational services for General Education, Special Education the the education of English Learners in full compliance with laws regarding the equity of free education. These measures shall not compel the attendance of staff members on campus except on a voluntary basis and under the most rigorous standards of social distancing including protective equipment and no person being within 10 feet of another employee.			
C. Authorization of expenditures to implement measures to protect staff, students, families and the community.	Vote	Myranda Marsh	10 m
The Board of JJMS should consider a motion to approve up to \$50,000 in additional expenses which are directly related to providing educational and meal services to JJMS families. This money can be spent at the discretion of the Executive Director. Expenses will be reported in detail at subsequent board meetings.			
D. Sick Leave policy	Vote	Myranda Marsh	20 m
The Executive Director requests that the JJMS Board of Trustees grant to each employee 5 additional days or shifts of paid sick leave that can be used anytime for the duration of the current of Covid19 health emergency in the state of California. Each employee will be given leave that is the equivalent of five days of regular work. So an employee that usually works a 4 hour shift each day will receive 20 hours of additional paid sick leave. Additionally, the board may consider delegating to the Executive Director the ability to grant 14 days/shifts of sick leave to any employee that presents reasonable evidence of being ill with Covid19 aligned symptoms for the purpose of self-quarantine.			
III. Academic Achievement			8:00 PM
A. Summary of the academic services that will be offered during closure	FYI	Myranda Marsh	10 m
JJMS will be providing educational services including online instruction, IEP services and English Learner designated instruction for the duration of our closure in accordance with all equity laws and statutes. Students will have daily assignments to complete. Online support and tutoring will be offered by JJMS teachers and paraprofessionals from 8:30 am until 6:30 pm. Attendance will be taken daily and course grades will be recorded. Classified staff will reach out to students and parents if a child does not participate in daily assignments.			

IV. Financials**8:10 PM**

A. Review and approve Financials through February 29,2020 Vote Mike Johnston 15 m
Mike Johnston will use the most recent completed financials as a worked example to orient the new board members to reading the financial reports.

B. Review and approve the Tax form 990 for submission to the IRS Vote Mike Johnston 10 m

V. Closing Items**8:35 PM**

A. Adjourn Meeting Vote