



James Jordan Middle School Board of Trustees

Regular Board Meeting

Date and Time

Thursday May 21, 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 ONLINE. James Jordan Middle School ("School") welcomes your participation at the School's Board meetings.

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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 on the home page of www.jamesjordanms.com.
2. ONLINE Board meetings will still have time reserved for PUBLIC COMMENT. If you wish to make a public comment, expect to be limited to 3 minutes. To speak, send an email to bsmith@jamesjordanms.com with a Subject of PUBLIC COMMENT.
 - 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 agendized and publicly noticed, the Board can discuss, respond, and possibly act upon such an item.
 - b. Agenda Items: The presentation to the Board shall be made at the time a specific item is under discussion. 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 Board Chair may grant additional time if circumstances permit). 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
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 Regular Board Meeting on April 16, 2020			
II. Financials			7:10 PM
A. Review and approve Financials through April 30, 2020	Vote	Mike Johnston	10 m
Board will consider approving the financials including cash flow, check register and balance sheet.			
B. Preliminary budget for 2020-21	Vote	Myranda Marsh	30 m
The proposed preliminary budget is based on maintaining the programs we have had in the past. The budget assumes that for the first quarter, we will have our online learning program and we will likely have some students on campus each day. This hybrid may continue for all of 2020-21, The budget eliminates performance pay for administrators and cuts certificate and classified performance pay stipends in half. The proposed budget still provides a minimum of 3% raise for all employees. Some employees will see more than 3% added to their salaries as we comply with the increasing mandatory minimum salaries imposed by the City of Los Angeles. The proposed budget has a deficit of approximately \$310,000. This would be taken out of our cash reserves. Fortunately, we have built up strong cash reserves due to conservative budgeting since the last recession. This is a one year plan. We obviously will not be able to continue with a \$400,000 withdrawal from cash reserves. However, in the first year of the new way of having school, we want to provide a robust program for our students who will have fallen far behind during the Spring of 2020.			
III. Academic Achievement			7:50 PM
A. Summer School Plans	Vote	Myranda Marsh	15 m
JJMS will offer a four week summer program starting June 15 and ending July 10. This program will be offered to students who were enrolled in our 6th and 7th grade during 2019-20. 67% of our parents said that they wanted instruction to continue. 10 of our certificated teachers have signed up to participate. The program will conduct zoom lessons in ELA and MATH. Each student will commit to signing on to the zoom meeting at a specific time each day. Students who wish to remain in the HONORS program will need to participate in this summer program.			
JJMS is also seeking permission from various government agencies to offer child care on campus for a small number (not to exceed 20% of campus occupancy) of our enrolled students. We have a detailed plan for staff and student safety which meets OSHA and CDC standards that is being prepared by our YMC attorneys. The employees who signed up to participate are aware that if we get permission from a government agency, they will be expected to be on campus at least one day per week.			
B. LAUSD oversight report for 2019-20	Discuss	Myranda Marsh	10 m
JJMS earned excellent scores in three out of the four categories. The Category of Organizational Management had a score of 1 out of a possible 4. Failure to have one returning employee complete Mandated Reporter training within 6 weeks of re-employment lowered our score to one. For the past 5 years, we have had score of 4 in this category, but LAUSD says that one employee out of compliance is a fatal error and no other aspect of management will be considered for the score in this category.			
Here is the relevant excerpt from the report:			
Areas Noted for Further Growth and/or Improvement (O12) The school has partially implemented and intermittently monitors systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements. The CSD has noted: • One returning employee without proper Child Abuse Mandated Training. LAUSD CHARTER SCHOOLS DIVISION SCHOOL NAME: James Jordan Middle School Annual Performance-Based Oversight Visit Report DATE OF VISIT: 2/5/2020 FORM REV. 8/12/19 Page 24 of 48 • On 2/7/2020 James Jordan Middle School noted that one returning employee did not receive the required Child Abuse Mandated			

Reported training in accordance with AB 1432. • The new updated ESSA grid (updated and signed 2/11/2020) noted the returning employee received training on 2/8/2020 outside of the legal requirements of six weeks of each school year. • The school leadership has noted that moving forward they will be implementing a checklist for new and rehires. The checklist has been updated to include all mandatory training courses and the dates of completion. The updated checklist will require signatures from two administrators certifying that a new or rehired employee has taken all the mandatory training before working with students.

IV. III. Governance

8:15 PM

A. Ratify extension of the current lease Vote Bridget Smith 10 m

The Board Chair, Ms. Smith, has been an active participant in meeting with our landlords. Our original lease with Christ Community Church was set to end on June 30,2020. The original lease included an option that would allow JJMS to extend the terms of the lease for another 5 years. Earlier this year, JJMS exercised the option to extend. The full JJMS board should ratify the extension that will carry through June 30, 2025. Ms. Smith and Dr. Marsh will continue to negotiate for a 20 year lease.

B. CLOSED SESSION: EVALUATION OF PERSONNEL, Executive Vote Bridget Smith 30 m
 Director Myranda S. Marsh

Motion to enter Closed Session under Brown Act Safe Harbor for Evaluation of Personnel.

C. Announce any action resulting from Closed Session. Vote Bridget Smith 5 m

If no action is to be taken, this item can be tabled to a future meeting.

V. Closing Items

9:00 PM

A. Adjourn Meeting Vote