



James Jordan Middle School Board of Trustees

BOARD MEETING

Date and Time

Thursday March 18, 2021 at 7:00 PM PDT

This Board Meeting is open to the public. IN ACCORDANCE WITH ORDERS FROM GOVERNOR NEWSOM, THIS BOARD MEETING WILL BE ONLINE. James Jordan Middle School ("School") welcomes your participation at the School's Board meetings.

zoom.us/j/96140272136?pwd=YkxDeU... (ID: 96140272136, password: 437390)

Join by phone(US) [+1 301-715-8592](tel:+13017158592)
Password: 437390

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.
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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 (lara@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 to provide annual training for Brown Act compliance on February 25, 2021			
E. Approve minutes	Approve Minutes	Bridget Smith	5 m
Approve minutes for BOARD MEETING on February 18, 2021			
F. RECRUITING for the JJMS Board of Trustees	Vote	Bridget Smith	10 m
Two candidates participated in the February 25th Annual Brown Act Training. The Board should consider electing these candidates to the JJMS Board of Trustees. More than 7 days have past since these candidates were nominated and introduced to the board.			
G. Lead Teacher Report		Samantha Griego	10 m
II. Financials			7:35 PM
A. Financial Report	Vote	Evan Hodes	10 m
The board should consider a motion to approve the January Financial Report including the cash flow, check register and balance sheet.			
B. Approve contract with VLS auditing firm	Vote	Myranda Marsh	10 m
C. Approve 2nd interim financial reporting for submission	Vote	Evan Hodes	10 m

III. Governance

8:05 PM

A. Board will review candidates for the position of Project Manager for the new school building Vote Griselda Lara 20 m

Level Field Partners has distributed an RFQ to solicit applications for individuals who will serve as the Project Manager for building the new school. The board should authorize Dr Marsh to sign a contract with one of the candidates. Mrs Lara will provide an analysis of the four candidates.

B. Board Policy regarding student and staff incentives Vote Myranda Marsh 20 m

The Executive Director recommends the following policy for consideration:
 JJMS has a 16 year tradition of giving cash awards to students for academic excellence and attendance. These awards are paid for using dollars set aside from private donations. Public money shall never used to purchase gift cards that are used for these cash awards. The selection of recipients shall be made by a group of no less than 3 relevant JJMS employees. One annual award for staff is made during the month of June. The Spirit of JJMS award is chosen by the full panel of administrators. This award goes to an employee who has made a profound contribution to the longevity and effectiveness of the school as a whole. This employee must represent the three pillars Character, Colllege and Community. The board delegates to the Executive Director, Principal and Assistant Principals the ability to purchase gift cards for these awards using only funds from private donations.

C. Plans for reopening in person instruction for grade 6 Vote Griselda Lara 30 m

The JJMS administration believes that a key to our success is the on campus culture that we have maintained for the past 16 years. Students come to know our standards for classroom behavior and respectful interaction with peers and classmates. The JJMS administration is deeply concerned that our current 6th grade has never had the chance to have in-person interaction with our amazing teachers. We know that there isn't much time left in the year to provide some chance for the new 6th grade to learn the culture of being on campus with our teachers. However, the paraprofessionals that have been providing on campus interactions are not long term employees and they are not experts in our culture and on campus practices. Fortunately, the CA Department of Public Health has issued new orders for the safest reopening of in person instruction for all students k-12. The size of the stable cohorts and the number of teachers that can interact with students has been substantially increased. Safety information: All JJMS employees have had the opportunity to be vaccinated. Some employees have chosen not to be vaccinated. All staff and students will wear masks. All rooms will have HEPA air filters with at least 3 changes of air per hour. Asymptomatic and non exposure testing will continue each month. Lunch tables include distancing and plexiglass dividers.

The JJMS administrators met twice with the 6th grade team to discuss reopening. Many of the teachers suggestions have been incorporated in the plan below.
 JJMS will invite the sixth grade to return to campus for a hybrid of in person and zoom instruction. We are concerned that without this program, 2/3 of the students at JJMS next year will have had zero experience with our campus culture. At this time, we expect about 30% of the students will choose to be on campus. We expect credentialed teachers to spend a proportionate amount of time focused on in-person instruction for those students. At this time, our expectation is for credentialed teachers to spend one day on campus with the in person students. Four days a week, all 6th grade students will receive their lessons via Zoom. Some from campus, supervised by the paraprofessional assigned to their section, and the other students from home. If the number of students who choose to be on campus is larger than 30%, we will increase the commitment of time for in-person interaction from credentialed teachers.

Purpose Presenter Time

The board should consider a motion to endorse this reopening plan developed by the campus leaders.

IV. Closing Items

9:15 PM

A. Adjourn Meeting

Vote