



# James Jordan Middle School Board of Trustees

## Board Meeting

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### **Date and Time**

Thursday September 16, 2021 at 7:00 PM PDT

### **Location**

7911 Winnetka Ave, Winnetka CA 91306

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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.

Monthly on the third Thursday

[https://us06web.zoom.us/j/82812876563?  
pwd=b2NuOFNYVllsbm5CQXFwUTVybEwUT09](https://us06web.zoom.us/j/82812876563?pwd=b2NuOFNYVllsbm5CQXFwUTVybEwUT09)

ID: 82812876563

Passcode: Ufp8Sw6P

[\(US\) +1 346-248-7799](tel:+13462487799)

Passcode: 15807870

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](http://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](mailto: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 no 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 no 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
<b>I. Opening Items</b>			<b>7:00 PM</b>
Opening Items			
<b>A.</b> Record Attendance and Guests			
<b>B.</b> Call the Meeting to Order			
<b>C.</b> approve minutes	Approve Minutes	Bridget Smith	5 m
Please review the minutes and we need to approve them if they are accurate.			
Approve minutes for Board Meeting on August 19, 2021			
<b>D.</b> Public comment: NON AGENDA ITEMS		Bridget Smith	5 m
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<b>E.</b> Lead Teacher Report			15 m
A 15 minute summary of the first few days from the teacher's point of view			

	Purpose	Presenter	Time
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**II. Financials** **7:25 PM**

<b>A. Unaudited Actuals</b>	Vote	Evan Hodes	10 m
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The board will review the unaudited actuals and approve them for submission to LAUSD.

<b>B. Additional consideration of PR and marketing budget</b>	Vote	Myranda Marsh	20 m
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Since the August meeting, enrollment concerns continue to grow in the charter community and at JJMS. We are currently underenrolled by 5 students and we have exhausted our waiting list. Ms Smith and Ms Belle are assisting Dr. Marsh in reviewing options for PR and marketing. Three PR firms have presented proposals. Dr. Marsh has also met with Niche, which is a purely digital marketing firm. That service will cost \$8,000 for one year. The other PR firms will participate in some digital marketing, but both feel that reaching the Latino community in our new neighborhood will require a lot of relationship building and personal outreach. In light of the novel issue of underenrollment, The board should consider increasing the amount set aside for marketing. A proposal would be \$70,000 for relational marketing with some support for digital plus \$8000 for the Niche platform. A budget of \$78,000 represents the revenue generated by 5.2 students.

**III. Academic Achievement** **7:55 PM**

<b>A. Impact of COVID-19 on instruction during 2021-22</b>	FYI	Griselda Lara	15 m
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During the week of 9/7, all students and staff were tested on campus for COVID-19. The results were zero 6th grade students tested positive. One 7th grade student tested positive and three 8th grade students tested positive. This represents a positivity rate of .008%, which is far less than the LA county rate of 1.87% for the same week. The safety measures at JJMS are clearly working to reduce the risk of transmission.

Vaccinated students and staff who were exposed tested and returned to campus. Unvaccinated staff and students will quarantine for 10 days and will participate in regular class schedule via zoom.

**IV. Governance** **8:10 PM**

<b>A. Consideration of a vaccine mandate for JJMS students</b>	Vote	Bridget Smith	20 m
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The LAUSD board has voted to require all students to receive the COVID-19 vaccine in order to be able to attend on campus classes. This is limited to those students who are old enough to be vaccinated. Medical exemptions, but not religious/personal belief exemptions, will be honored. This restriction is possible due to laws passed in 2016 regarding school required vaccinations. <https://www.shotsforschool.org/laws/exemptions/>

The JJMS board should consider a vaccine mandate for JJMS students and a possible timeline for implementation.

**V. Closing Items** **8:30 PM**

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