



# James Jordan Middle School Board of Trustees

## Board Meeting

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### **Date and Time**

Thursday January 20, 2022 at 7:00 PM PST

### **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. The right to teleconference continues under AB 361 because California public health officials continue to declare that a state of emergency, requiring social distancing measures, still exists in California, particularly in Los Angeles County. James Jordan Middle School ("School") welcomes your participation at the School's Board meetings.

<https://us06web.zoom.us/j/84542354836?pwd=MkxQRE50aEpFV1VETmxjYVliYlMvZz09>

Meeting ID: 845 4235 4836 Passcode: V02flaYT

One tap mobile

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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](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

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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>
<b>A. Record Attendance</b>			2 m
<b>B. Call the Meeting to Order</b>			1 m
<b>C. Approve Minutes</b>	Approve Minutes		2 m
Approve minutes for Board Meeting on December 16, 2021			
<b>II. State of the School</b>			<b>7:05 PM</b>
<b>A. Executive Director Report</b>	FYI	Myranda Marsh	15 m
The Executive Director shall give a mid-year state of the school report including information about construction, academic achievement, impact of COVID-19, recruitment for 2022-23 and other matters.			
<b>B. Lead Teacher Report</b>	FYI	James Chavez	15 m
The Lead Teachers shall report to the Board of Trustees			
<b>III. Financials for December 2021</b>			<b>7:35 PM</b>
<b>A. Financial report</b>	Vote	Evan Hodes	10 m
The board should consider a motion to accept and approve the financials for December 2021 including balance sheet, check register and cash flow.			
<b>B. Establish a bank account for Phoenix Facilities, LLC</b>	Vote	Evan Hodes	10 m

	Purpose	Presenter	Time
The board authorizes opening a bank account for Phoenix Facilities, LLC. The signatories shall be Myranda Marsh, Griselda Lara and one member of the JJMS Board of Trustees.			

<b>C. LCAP addendum</b>	Vote	Myranda Marsh	20 m
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If the LCAP addendum is ready, the board will review and consider a motion to approve the LCAP addendum. If not, this item will be tabled until the February board meeting.

#### **IV. Governance**

**8:15 PM**

<b>A. Delegating the authority to declare closure days in 2021-22</b>	Vote	Bridget Smith	10 m
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The board should consider a motion to delegate to the Executive Direct the ability to declare days of campus closure when staff shortages make it impractical to operate in person instruction for students. We currently have 180 days of scheduled instruction and only 175 days are required by law, so this power shall be limited to 5 days of closure to insure the minimum days of instruction.

<b>B. employee vaccination policy update</b>	Vote	Bridget Smith	20 m
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The board will consider updating the employee vaccine policy to include the CDC recommended booster dose. The board should include a determination of when this would be implemented.

<b>C. Parking rentals for 2022-23 at Lanark site</b>	Vote	Bridget Smith	5 m
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The board should authorize the Executive Director to sign an agreement with the Reseda FourSquare church to rent 15 parking spaces at a cost of \$1500 per month for the 2022-23 school year near our new site on Lanark Street.

#### **V. Closing Items**

**8:50 PM**

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