



# James Jordan Middle School Board of Trustees

## Regular Board Meeting

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### Date and Time

Thursday August 18, 2022 at 7:00 PM PDT

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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).

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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 agendaized 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	Bridget Smith	2 m
Approve minutes for Board Meeting on June 16, 2022			
<b>D. Determination of need for online board meetings</b>	Vote	Bridget Smith	5 m
A state of emergency still exists in California. In addition, the board of JJMS is aware of the recommendations from the Los Angeles County Department of Public Health regarding limiting virus exposure when feasible. The board should consider a motion to hold all board meetings online for the next 30 days.			
The board will consider possible quarantine/isolation causing a loss of quorum of board members in this determination.			
<b>E. First days of School - Principal's report</b>		Griselda Lara	10 m
Usually the update will be given by the Lead Teacher, but in this first week of school we wanted the Principal Griselda Lara to give the board a general description of the first days of school.			
<b>F. PUBLIC COMMENT</b>		Bridget Smith	5 m
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**II. Financials 7:25 PM**

**A. Consolidated Application** Vote    Evan Hodes    10 m

The application for various federal funds will be presented during this meeting for Board approval

**B. GENERAL OVERVIEW of Budget including out years 2023-24, 2024-25.** FYI    Evan Hodes    10 m

Our ExEd team member will give us a brief overview of the bottom line items, such as cash reserves and dates of expiration for large sums of emergency funding. This will be valuable information as the board considers several other agenda items this evening.

**C. Health care premiums for employees** Vote    Myranda Marsh    10 m

Recently, we have had the informational sessions for our employees benefits. We are also very cognizant of the need to remain competitive in the labor market. While some districts cover 100% of all benefit costs for all employees and there dependents, we feel that would have too huge an impact on our instructional programs. However, we would like to propose that the board increase the JJMS monthly contribution to premiums as follows. Individuals increased from \$600 to \$700 per month (cost of approx \$1200 per employee) For families or employees whose costs are over the individual allowance due to age, we would like to propose an increase from \$700 to \$800 per month. (This applies when one employee adds non employees to their benefits, such as a non-employee spouse or dependent child).

Also, we would like to add a small change to our overall policy. "If two JJMS staff members are married or registered as domestic partners, we propose that they can combine their individual premium contributions to purchase a single family plan."

We believe that in the current labor market, we should provide as many benefits as possible.

**III. LAUSD REQUIRED BOARD ITEMS 7:55 PM**

This section will contain agenda items that are required by our authorizer, LAUSD.

**A. LAUSD inspection report from June 2022** Discuss    Myranda Marsh    10 m

The attached review of James Jordan Middle School was conducted by LAUSD in June 2022. The highest score possible in each category is 4. 3 represents that proficiency was demonstrated in that category.

Scores and general suggestions for improvement are summarized in the attached OVERVIEW. No items require corrective action.

**IV. Governance 8:05 PM**

- A. Renewal of Board Member terms** Vote Myranda Marsh 5 m

The administration of JJMS would like to thank our Board of Trustees for their support during the incredible purchase, construction and opening of our permanent home at 18600 Lanark St, Reseda CA 91335.

During the September Parent meeting, we will be electing a parent representative to add to our board in alignment with our charter.

The following Board members have terms that are expiring at the end of August 2022, please consider renewing their terms for two years as set in our board by-laws:

Bridget Smith, Board Chair  
Nancy Mondragon, Board Secretary.

- B. CLOSED SESSION FOR REAL ESTATE NEGOTIATIONS: parcel APN 2103-009-024 at 8pm PST.** Discuss Myranda Marsh 15 m

To INSURE THE PARTICIPATION OF VARIOUS CONSULTANTS, THIS ITEM WILL TAKE PLACE AT 8PM PST regardless of where the rest of the agenda falls.

The purchase of parcel APN 2103-009-024. The board will be provided with information about non-binding communication between our broker InSite: Dan Morrar and the seller's agent.

- C. Return to Open Session: announce any action taken in closed session real estate negotiations** Vote Bridget Smith 5 m
- D. CLOSED SESSION: personnel evaluation CEO/Executive Director Myranda Marsh** Discuss Bridget Smith 20 m

Board will work on the annual evaluation for the Executive Director, Myranda Marsh.

- E. OPEN SESSION returns to set compensation for the Executive Director** Vote Bridget Smith 10 m

If any action was taken during the closed session for CEO Evaluation, it will be reported at this time.

The Brown Act requires that the compensation for the Executive Director be set during an open session of a regular board meeting. For reference, on campus JJMS certificated staff (Administrators and teachers) received a 5% raise for the 2022-23 year beginning July 1.

Additionally, on campus JJMS administrators were given a \$10,000 bonus in the June 30 paycheck as recognition for superior performance during the 2021-22 school year.

**V. Closing Items 9:00 PM**

- A. Adjourn Meeting** Vote