



# James Jordan Middle School Board of Trustees

## Regular Board meeting

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### Date and Time

Thursday September 22, 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 Regular Board Meeting on August 18, 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. LEAD TEACHER REPORT</b>		Griselda Lara	10 m
One of the teachers elected by their peers will present a brief report on victories and challenges facing the school in the first month of our new home.			
<b>F. PUBLIC COMMENT</b>		Bridget Smith	5 m
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			

Purpose    Presenter    Time

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**II. Financials** **7:25 PM**

A. Adjusted budget for board approval	Vote	Evan Hodes	20 m
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Attached is a new adjusted budget for 2022-23. State Funding timelines have changed. There have been minor changes in leadership positions. We have final numbers on salary levels for positions that were open in July and early August.

**III. LAUSD/CDE REQUIRED BOARD ITEMS** **7:45 PM**

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

A. Sufficiency of Instructional Materials (required by Williams Decree monitored by LACOE)	Vote	Myranda Marsh	10 m
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This agenda item addressed the documentation required by the Williams lawsuit in regard to our declaration of sufficient instructional materials. Attached is a list of instructional materials, specifically textbooks, for each of the content areas monitored by Williams decree: ELA, MATH, HISTORY/SS, SCIENCE, and HEALTH EDUCATION. Also attached are forms signed by teachers of record for those classes stating that they have sufficient materials for all of their students.

JJMS classrooms are equipped with a chromebook for every child in the class. JJMS also provides laptops and internet hotspots to any family that has declared they lack those items at home. This allows every student to access materials presented as digital subscriptions.

The board should consider a motion to declare that JJMS has sufficient instructional materials for each individual student.

B. Master Plan for English Learners	Vote	Griselda Lara	10 m
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C. Specification of LAO authorization for Sohail Bhatri	Vote	Griselda Lara	5 m
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The board should consider a motion to add a detail to the motion that was passed on 8/19/2021 regarding a Local Area Authorization for Sohail Bhatri to teach math during the 2021-22 school year. The board should specify that the SEID number for Mr Bhatri's LAO authorization is 1696693314

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

A. Approval of updated Code of Conflict required by state law	Vote	Myranda Marsh	10 m
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	Purpose	Presenter	Time
<b>B. Facilities update</b>	FYI	Myranda Marsh	10 m

The new building is currently in the "punch list" phase. This means we are inspecting things closely and having the construction company help us get everything working and matching the original blueprints. We should have a final Certificate of Occupancy soon.

JJMS has signed a purchase contract for the adjacent property on Strathern. Dr. Marsh is meeting with Mr Baier and an architect to begin work on the feasibility study for the new property. Additional details will be presented at the

<b>C. Modification of Independent Study Policy</b>	Vote	Griselda Lara	5 m
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The JJMS Administrative Team asks the JJMS Board to remove the policy creating Independent Study for enrolled students. Current health regulations do not call for frequent quarantines due to COVID-19. All long-term illnesses can now be handled by referring families to the Carlson Home Hospital program.

The board should consider the following motion: JJMS will not offer independent study programs. Students who need to be absent from school for more than 10 days due to a medical condition will be referred to Carlson Home Hospital and will be able to automatically re-enroll at JJMS after their medical condition is resolved.

<b>D. Declaration of Interim Executive Director for October 2022.</b>	Vote	Bridget Smith	5 m
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During the past school year, the JJMS Board voted to provide Myranda Marsh with a one month paid sabbatical. This sabbatical will be taken during the month of October 2022.

During this time, the JJMS Board of Directors should name Griselda Lara as the interim Executive Director and invest Mrs. Lara with all of the authority and signing powers of the JJMS Executive Director. The board should also consider providing a stipend to Mrs. Lara for taking on additional duties during October.

<b>E. CLOSED SESSION: Personnel Evaluation Executive Director</b>	Discuss	Bridget Smith	15 m
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<b>F. OPEN SESSION: Compensation for the Executive Director</b>	Vote	Bridget Smith	5 m
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As required by law, the Board will vote to set the 2022-23 compensation for the Executive Director, Myranda Marsh.

## V. Closing Items

**9:00 PM**

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