



James Jordan Middle School Board of Trustees

Regular Board Meeting

Date and Time

Thursday October 20, 2022 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. 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

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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.

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 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 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
I. Opening Items			7:00 PM
A. Record Attendance			2 m
B. Call the Meeting to Order			1 m
C. Approve Minutes	Approve Minutes	Bridget Smith	2 m
Approve minutes for Regular Board meeting on September 22, 2022			
D. Determination of need for online board meetings	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.			
E. PUBLIC COMMENT		Bridget Smith	5 m
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F. LEAD TEACHER REPORT James Chavez 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.

In addition, Mrs. Lara will share information about academic achievement measured through iReady scores.

II. Financials **7:25 PM**

A. Fiscal report for August 2022 Vote Evan Hodes 10 m

Mr. Hodes will present the financials through August 2022. The board should consider a motion to approve the cash flow, balance sheet, and check register.

III. LAUSD/CDE REQUIRED BOARD ITEMS **7:35 PM**

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

A. Brown Act Training including summary of essential duties of a charter board FYI Lee Rosenberg 45 m

The annual requirement for Brown Act Training will be conducted by an attorney from YMC. This training will include a summary of the essential duties of a charter school board in addition to training on how to comply with the Brown Act.

B. UPDATE OF THE CAMPUS SEARCH & SEIZURE BOARD POLICY Vote Griselda Lara 5 m

In light of the increase in overdoses in our community related to Fentanyl, we have asked our attorneys to prepare a draft of an updated security policy. We hope that the board will consider the approval of the policy.

C. GENDER IDENTITY INCLUSIVENESS AND NONDISCRIMINATION POLICY Vote Griselda Lara 10 m

We hope the board will consider approving the Gender Identity Inclusiveness and Nondiscriminatory Policy drafted by YMC.

D. Charter School Compliance Monitoring (School Administrator's Certification) 2022-23 FYI Griselda Lara 5 m

This document will be submitted to the CSD via Dropbox with only the school administrator's columns completed, along with the administrator's signature no later than October 28, 2022.

IV. Governance **8:40 PM**

A. Creating a Strategic Plan for JJMS Vote Bridget Smith 15 m

According to back office provider EdTec (<https://edtec.com/2018/01/25/strategic-planning-charter-schools-101-guide/>)

"One of the biggest missed opportunities we see among charter schools is operating without a strategic plan in place. LCAPs and charter renewals are necessary and useful, but they are far from a substitute for a strong strategic plan. For most school leaders, that then begs the question, "Okay, but what is a strategic plan and how do I get one?"

A strategic plan is a document that sets a bold vision for what an organization wants to accomplish and outlines the path to make that vision a reality. Unlike LCAPS and renewals, strategic plans are internal documents, meaning they are never audited by an authorizer or the state. ***This means that a school can be aspirational and audacious in its thinking and planning, and include goals that it could never risk including in a compliance-focused LCAP or renewal. By giving your stakeholders the freedom to dream big without compliance restrictions, you're helping to push the school to higher levels and reminding everyone why the school exists in the first place.*** Simply put: strategic plans allow school leaders to be far more authentic regarding what they care about and why, truly rallying their teachers, boards, students, families, and community around a bold vision and purpose.

Even more important than the document itself, the strategic planning *process* is exceptionally valuable. A successful strategic planning process takes about six months and does four things:

- Takes an honest look at what's going well and what's not. This means asking tough questions and giving honest answers. For example, if your four-year college attendance rate hasn't shown improvement over the last few years, avoid excuses and identify the root causes. Perhaps more supports are needed for students struggling with certain subject areas required for admittance into four-year colleges.
- Solicits candid input and feedback from supporters and detractors. There are bound to be uncomfortable discussions, but it's better to address those head on than to pretend the underlying issues don't exist.
- Enlists a wide range of stakeholders to co-create the plan. Create a strategic planning task force and make sure to invite representatives from all stakeholder groups, including teachers, staff, board members, students, parents, and community members.
- Empowers a school and community to take ownership over the future they are trying to build. It's easier to generate buy-in for your strategic plan when there are genuine efforts to identify opportunities for improvement, and when all groups are represented and informed. "

The JJMS Board should brainstorm a quick list of items/questions that would be addressed in our Strategic Plan.

The board should consider a motion to set a budget for hiring a consultant that can facilitate the creation of a strategic plan for JJMS.

B. Governance Academy Training	Discuss	Bridget Smith	10 m
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Ms. Smith will lead a discussion for the full board to attend a Governance Academy Training by Education Board Partners via Zoom scheduled on November 1st and November 2nd, 2022.

This training will give the board further education on boundaries as board members.

V. Closing Items

9:05 PM

A. Adjourn Meeting	Vote
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