



# James Jordan Middle School Board of Trustees

## Regular Board Meeting

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### Date and Time

Thursday September 21, 2023 at 7:00 PM PDT

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This Board Meeting is open to the public.

There will be a public meeting on campus but the public can also listen and participate via the zoom link listed below.

Bridget Smith will be participating from 500 Powder Springs Street, Marietta GA 30064.

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

Meeting ID: 845 4235 4836 Passcode: V02flaYT

One tap mobile

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El propósito de una reunión pública de la Junta de Síndicos ("Board") es llevar a cabo los asuntos de la Escuela en público. Nos complace que esté presente y esperamos que visite estas reuniones con frecuencia. Su participación nos asegura una comunidad con interés por nuestra Escuela.

La traducción al español está disponible en cada reunión de la junta.

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.

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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. **If you wish to make a public comment, expect to be limited to 3 minutes.** 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.

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](mailto:lara@jamesjordanms.com), 818-882-2496)

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## Agenda

|           | Purpose              | Presenter | Time           |
|-----------|----------------------|-----------|----------------|
| <b>I.</b> | <b>Opening Items</b> |           | <b>7:00 PM</b> |

|           | Purpose  | Presenter     | Time |
|-----------|--|---------------|------|
| <b>A.</b> | Record Attendance  |               | 2 m  |
| <b>B.</b> | Call the Meeting to Order                                    |               | 1 m  |
| <b>C.</b> | Approve Minutes  | Bridget Smith | 2 m  |
|           | Approve minutes for Regular Board Meeting on August 17, 2023 |               |      |
| <b>D.</b> | PUBLIC COMMENT   | Bridget Smith | 5 m  |

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## **II. FINANCE 7:10 PM**

|           |  |      |              |      |
|-----------|--|------|--------------|------|
| <b>A.</b> | Consolidated Application for Federal Funds | Vote | DeAnna Jones | 15 m |
|-----------|--|------|--------------|------|

The Board should consider a motion to approve the Consolidated Application for federal funding under various Title programs.

|  | Purpose | Presenter    | Time |
|--|---------|--------------|------|
| <b>B.</b> Unaudited Actuals to close out the 2022-23 school year | Vote    | DeAnna Jones | 15 m |

The board will consider a motion to approve the Unaudited actuals as described in the attached documents.

For detailed information please review the documents including the calculation spreadsheet, the verification form and the dashboard showing the JJMS finances as the close of the 22-23 school year .

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|---|------|----------------------|------|
| <b>C.</b> Consideration of purchase of 10 person vans | Vote | Paola Reyes-Guerrero | 10 m |
|---|------|----------------------|------|

During a sport season , we spend thousands of dollars on bus transport to games for our ASES competitive sports program. This program is essential for motivating many of our students to earn good grades and attend school regularly.

We have the opportunity to purchase two 10- person vans from a closing charter school. The cost of each van is \$55k, plus annual insurance. The savings per year will be approximately \$20,000 per year.

**The board should consider authorizing the immediate purchase of two 10 person vans for sport program transportation.**

### III. Academic Achievement 7:50 PM

|   |      |               |      |
|---|------|---------------|------|
| <b>A.</b> Local Area Option to teach departmentalized math in grades 6-8 for VERONICA RAMOS | Vote | Griselda Lara | 15 m |
|---|------|---------------|------|

**EC §44256(b): Departmentalized**

**Local Employing Agency Must Verify**

**Base Teaching Credential:** Elementary Credential

**Content Verification:** 12 lower or 6 upper semester units in Content taught

**Board Action:** Resolution

**Assignment Can Be In**

**Setting:** Departmentalized

**Grade:** 8th and below

**Content:** Any

**Legal Citation for Local Assignment Option:** [EC §44256\(b\)](#)

**Veronica Ramos holds a preliminary multiple subject (elementary) credential. We have verified she has completed the necessary number of transcript units in mathematics.**

**We ask the board to consider a motion to approve a Local Area Option for Veronica RAMOS to teach departmentalized math in grades 8 and under for the 2023-24 school year in accordance with EC §44256(b).**

- B.** Provisional Intern Permit for Jose Prieto                      Vote                      Griselda Lara                      10 m

We have an open teaching position in our 7th grade. We have sought a multiple subject credential teacher for the position and no candidates with a full credential have applied.

The position is being offered to Jose Prieto, who has completed all of his credential coursework and needs to pass two assessments to be eligible for his preliminary credential. Mr. Prieto comes highly recommended by the faculty at CSUN's credential program.

**The Provisional Internship Permit (PIP)** was created by the California Commission on Teacher Credentialing in response to the phasing out of emergency permits and became effective on July 1, 2005. It allows an employing agency to fill an immediate staffing need by hiring an individual who has not yet met the subject matter competence requirement needed to enter an intern program. Prior to requesting a PIP, the employing agency must verify that a diligent search has been made, and a fully-credentialed teacher cannot be found.

**The Board of Trustees should consider a motion to authorize JJMS to apply for a Provisional Intern Permit in Multiple Subjects on behalf of Jose Prieto.**

- C.** Short Term Staff Permit as allowed by Title 5,                      Vote                      Griselda Lara                      10 m  
California Code of Regulations, Section 80021

We have an opening for an RSP teacher in the Special Day Class due to a resignation just before school started. Special Day is our program for students with the most intense special education needs and this group needs a consistent teacher. We have advertised the position in a variety of places since August 1, 2023. We have attempted to contract a credentialed SDC teacher from several vendors of Special

|  | Purpose | Presenter | Time |
|--|---------|-----------|------|
| Education services. The cost of a non- sped substitute sitting in that room would be over \$60,000 per year. |         |           |      |

We have recruited one of our paraprofessionals, Eloy Rodriguez, to pursue a career as a Educational Specialist teaching our Special Day program. Mr. Rodriguez has been employed at JJMS since the 2021-22 school year and is serving as a behavior support provider for one of our students with Special Needs. Mr. Rodriguez holds a bachelor's degree in Psychology.

We propose that we pay for the tuition for Eloy Rodriguez to attend one of the online Intern programs in order to save the cost of the sub that would otherwise have to be in the room. Mr Rodriguez needs time to complete pre-intern coursework before he will be able to apply for a University Intern Credential. *Title 5, California Code of Regulations, Section 80021 allows an employer to seek a Short Term Staff Permit to fill an urgently needed position when all other measures to recruit have failed.*

**In order to fill this desperately needed teaching position, The board should consider a motion to apply for a Short Term Staff Permit for Eloy Rodriguez as he prepares to become a University Intern in Special Education and that JJMS will pay for online tuition in a mutually agreeable credential program as long as E. Rodriguez serves satisfactorily in the Special Day position.**

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| <b>D.</b> Sufficiency of Williams materials- textbook list and forms confirming student access | Vote | Griselda Lara | 5 m |
|--|------|---------------|-----|

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.

|  | Purpose | Presenter     | Time |
|--|---------|---------------|------|
| <b>E.</b> Academic Calendar for 2023-24, Bell Schedule & Instructional Minutes | Vote    | Griselda Lara | 5 m  |

The JJMS Leadership will present the academic calendar for 2023-24, Bell Schedule and instructional Minutes for board approval.

#### **IV. Governance**

**8:35 PM**

|   |      |               |      |
|---|------|---------------|------|
| <b>A.</b> CLOSED SESSION: Confidential Student Discipline Matter – Consideration of Potential Expulsion Case No.: 2023001 | Vote | Myranda Marsh | 15 m |
|---|------|---------------|------|

The Brown Act allows for closed session to consider this confidential matter. A Role call vote will reported upon return to open session.

|                                     |         |               |      |
|-------------------------------------|---------|---------------|------|
| <b>B.</b> Strategic Plan priorities | Discuss | Bridget Smith | 20 m |
|-------------------------------------|---------|---------------|------|

The follow key items are proposed as priorities for our 5 year strategic plan:

1. CAASPP scores should make steady progress towards a goal of the majority of students earning a passing score of 3 indicating that they are on grade level in ELA, Math and Science.

2. The Strathern property will be developed under a CUP and a gymnasium will be built on that property. Parking and traffic abatement will also be part of the use of Strathern.

3. A sucession plan for training current administrators to move upwards in leadership will be implemented.

4. Renewal Petition will be submitted to LAUSD in Fall of 2027, before the expiration date of the current charter in June of 2028.

5. A robust program of social emotional support and mental health services will be maintained with the result of reducing the frequency of drug use on campus and suicidal students needing hospitalization.

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

**9:10 PM**

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