



James Jordan Middle School Board of Trustees

Regular Board Meeting

Date and Time

Thursday January 8, 2026 at 7:00 PM PST

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.

<https://us06web.zoom.us/j/84542354836?pwd=MkxQRE50aEpFV1VETmxjYVliYIMvZz09>

Meeting ID: 845 4235 4836 Passcode: V02flaYT

One tap mobile

+16468769923,,84542354836#,,,*42668767# US (New York)

+16699006833,,84542354836#,,,*42668767# US (San Jose)

The Brown Act allows board members to participate via zoom from an address that is listed on this agenda. Any address listed here is open to the public and will display the agenda for 72 hours prior to the meeting. Board members will be visible on camera at all times and will participate with audio as well.

5255 Zelzah Avenue
Conference Room
Encino CA 91316

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.

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. **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, 818-882-2496)

Agenda

		Purpose	Presenter	Time
I.	Opening Items			7:00 PM
A.	Record Attendance			1 m
B.	Call the Meeting to Order		Nancy Mondragon	
C.	Approve Minutes	Approve Minutes	Nancy Mondragon	5 m
	Approve minutes for Board Meeting on December 11, 2025			
D.	Public Comment	Discuss	Nancy Mondragon	5 m
E.	Facilities project update for new modular building	Discuss		5 m
II.	GOVERNANCE			7:16 PM
A.	Presentation of updated Brown Act as of January 1, 2026	Vote	Myranda Marsh	15 m
	The board will review the requirements for remote participation in board meetings and the changes to Brown as of January 1, 2026.			
	<i>The board should consider a motion to adopt and promise to abide by all of the procedures in the attached "JJMS Board Guide" document.</i>			
B.	ASES grant application for the after school program	Vote	Griselda Lara	5 m
	The ASES grant provides funding for our afterschool program. We are applying to renew this grant.			
	<i>The board should consider a motion to approve the ASES grant application as presented at this board meeting.</i>			
C.	Approval of School Accountability Report Card	Vote	Myranda Marsh	5 m
	Each year, JJMS is obligated to publish this report on or before February 2nd.			
	<i>The board should consider a motion to approve the attached SARC for publication by February 2nd, 2026.</i>			

		Purpose	Presenter	Time
D.	Compliance checklist for LAUSD	Vote	Myranda Marsh	20 m
<p>The board will review the items on this checklist as required by LAUSD.</p> <p><i>The board should consider a motion to approve the submission of the LAUSD Compliance Checklist as discussed during this board meeting.</i></p>				
E.	Approval of the ParentStudent Handbook.	Vote	Griselda Lara	10 m
<p>The board will review the ParentStudent Handbook and discuss any relevant policy changes.</p> <p><i>The board should consider a motion to approve the ParentStudent handbook attached to this agenda and adopt all the policies that it contains.</i></p>				
F.	Media campaign update	Discuss	Griselda Lara	15 m
III. Financial				8:26 PM
A.	November financials	Vote	Mike Johnston	10 m
<p><i>The board should consider a motion to approve the financials including the cash flow, balance sheet and check register.</i></p>				
B.	Approve expenditure for Administration to receive additional training and essential certification	Vote	Myranda Marsh	10 m
<p>Every year, the state of California and the LAUSD have worked together to increase the requirements for the operation of charter schools. At this time, district school administrators must hold an Administrative Credential from California Commission on Teacher Credentialing, but charter principals have not yet been required to hold the same credential. The attached proposal will mean that Mrs Lara would hold this certification before JJMS goes up for renewal in the fall of the 2027-28 school year. This will increase our qualifications as we face the LAUSD board for the renewal hearing. Our current succession plan includes having Mrs Lara become the Executive Director in 3-5 years when Dr. Marsh announces that she is ready to retire.</p>				

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<i>The board should consider a motion to approve the expense of tuition for Griselda Lara to pursue a master's degree in Educational Leadership which will also achieve an Administrative Credential from the CCTC.</i>			
IV. Academic Achievement			8:46 PM
A. Winter School services	Discuss	Paola Reyes-Guerrero	10 m
The administrators will report on how many students participated in Winter School and how many students chose not to show up to fix failing grades.			
V. Closing Items			8:56 PM
A. Adjourn Meeting	Vote		