



James Jordan Middle School Board of Trustees

Regular Board Meeting

Date and Time

Thursday March 12, 2026 at 7:00 PM PDT

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
D.	Public Comment	Discuss	Nancy Mondragon	5 m
II.	GOVERNANCE			7:11 PM
A.	Election of Board Treasurer	Vote	Myranda Marsh	15 m
	The resignation of Ms Barillas leaves the board without a treasurer. The board members need to discuss who will fill this role and then officially elect that member to the position of Treasurer.			
	<i>The board should consider a motion to appoint XXXX as the new JJMS Board of Trustees treasurer.</i>			
B.	Mid Year LCAP	Vote	Griselda Lara	10 m
	The JJMS Board reviews the LCAP plan in detail during the months of May and June. The State of California now requires a mid-year review of progress on the approved LCAP.			
	<i>The board should consider a motion to approve the mid-year LCAP report as presented here.</i>			
III.	Financial			7:36 PM
A.	December financials	Vote	Mike Johnston	10 m
	<i>The board should consider a motion to approve the financials including the cash flow, balance sheet and check register.</i>			

		Purpose	Presenter	Time
B.	PowerSchool contract for SIS system	Vote	Griselda Lara	10 m
	<p>All of our student data is contained on a system called PowerSchool. This includes the teachers gradebook. We also use PowerSchool to manage our application and enrollment process.</p> <p>It is time to sign up for the next few years of Student Information System. JJMS has used PowerSchool for 21 years so selecting a different system would require a massive transition of data and learning a new system.</p>			
	<p><i>The board should consider a motion to approve the attached contract to continue using PowerSchool as the JJMS SIS system.</i></p>			
C.	Consideration of additional expenses in Modular building project	Vote	Myranda S Marsh	15 m
	<p>The Modular construction project is nearing completion. In the process of digging massive trenches and having inspections, certain additional expenses have become necessary to meet inspection standards.</p>			
	<p><i>The board should consider a motion to approve the contracts and change orders attached to this agenda item.</i></p>			
D.	Enrollment projection for 2026-27	Discuss	Griselda Lara	10 m
	<p>The budget for JJMS depends on the number of students enrolled and the percentage of their attendance. The board approved the contract for Larson communication to make sure that JJMS would be fully enrolled with a healthy wait list for the 2026-7 school year. Mrs Lara will present the current progress towards that goal.</p>			

IV. Closing Items

8:21 PM

A. Adjourn Meeting **Vote**