James Jordan Middle School Board of Trustees

Board Meeting

Date and Time

Wednesday September 16, 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=MkxQRE50aEpFV1VETmxjYVliYlMvZz09

Meeting ID: 845 4235 4836 Passcode: V02flaYT
One tap mobile
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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.

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 withtranslation. 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 Regular Board Meeting on August 5, 2026

		Purpose	Presenter	Time
II.	**Governance**			**7:06 PM**
A.	Renewal of membership for board member Nancy Mondragon	Vote	Griselda Lara	5 m

Nancy Mondragon has served on the JJMS board for her full term.

The board should consider a motion to renew Nancy Mondragon's membership for an additional two-year term.

		Purpose	Presenter	Time
B.	Revised Bell Schedule	Vote	Griselda Lara	5 m

Requesting an update to the Friday schedule as of Quarter 2 (October 12, 2026) to improve Friday dismissal procedures.

		Purpose	Presenter	Time
C.	Adoption of the revised lease between Phoenix Facilities LLC and James Jordan Middle School	Vote	Victor Albores	10 m
D.	Approval of the Parent-Student Handbook	Vote	Griselda Lara	10 m

The board will review the Parent-Student Handbook and discuss any relevant policy changes.

The board should consider a motion to approve the Parent-Student handbook attached to this agenda and adopt all the policies that it contains.

		Purpose	Presenter	Time
E.	Approval of the Employee Handbook	Vote	Victor Albores	10 m

The board will review the Employee Handbook and discuss any relevant policy changes made by YMC.

		Purpose	Presenter	Time
F.	GENDER IDENTITY INCLUSIVENESS AND NONDISCRIMINATION POLICY	Vote	Griselda Lara	10 m

	Purpose	Presenter	Time

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

		Purpose	Presenter	Time
G.	Artificial Intelligence Policy	Vote	Griselda Lara	10 m

The CDE recommends an AI Policy to maintain a human connection in education.

"The Governing Board recognizes that artificial intelligence (AI), including AI tools and systems, holds significant potential to expand student access to information, support educator effectiveness, reduce barriers to learning, and prepare all students for a future shaped by AI technology, as well as the potential for AI to undermine academic integrity, student privacy, equity, and well-being. Therefore, the Board is committed to ensuring that AI is used in the best interests of students, in a human-centered, responsible, and equitable manner that meets the diverse needs of all learners."

The board should consider a motion to adopt the attached AI policy.

III. Finance — 8:06 PM

		Purpose	Presenter	Time
A.	End of Year fiscal summary for FY25-26	Vote	Griselda Lara	10 m

ExEd has prepared the fiscal summary for the end of the 2025-26 school year.

The board should consider a motion to approve the financials, including the cash flow, balance sheet, and check register.

		Purpose	Presenter	Time
B.	Unaudited Actuals	Vote	Griselda Lara	10 m

JJMS is required to submit unaudited actuals to our authorizer, LAUSD. This is the format that they require.

The board should consider a motion to confirm the accuracy of the Unaudited Actuals report and approve submission to LAUSD.

		Purpose	Presenter	Time
C.	Parker Anderson elective contract	Vote	Griselda Lara	3 m

Parker Anderson provides instructors for enrichment classes for all 460 of our students. This is one service that we purchase with our Prop 28 Arts/Music grant money.

		Purpose	Presenter	Time
D.	Nursing agreement rate update	Vote	Griselda Lara	5 m

	Purpose	Presenter	Time

Our contract with PRN nursing is being updated. Our evergreen contract is updated annually to show new rates. The rate sheet needs to be board-approved to demonstrate ongoing approval of nursing services with this vendor.

IV. Closing Items — 8:34 PM

A. Adjourn Meeting — Vote