APPROVED

James Jordan Middle School Board of Trustees

Minutes

Annual Board Meeting

Date and Time
Saturday August 4, 2018 at 9:00 AM

Location
7911 Winnetka Ave

This Board Meeting is open to the public. James Jordan Middle School ("School") welcomes your participation at the School's Board meetings. Participation from various locations will be possible for this meeting, this agenda shall be posted in compliance with the Brown Act at each location and the public can participate from that location. A quorum of members shall participate from inside the boundaries of our authorizing district including remote participation from the following locations which will have appropriate agenda posting and public access in compliance with the Brown Act: none for this meeting

The meeting can be heard by phone at Dial-in Number: (515) 739-1030 Meeting ID: 704-521-672
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 at the meeting.
2. "Non-Agenda Item: Request to Speak" and "Agenda Item: Request to Speak" cards are available to all audience members who wish to speak under the general category of "Public Comments" or on any specific agenda item(s) (as applicable). 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 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 agenized and publicly noticed, the Board can discuss, respond, and possibly act upon such an item. See attached Request to Speak card.
b. Agenda Items: any person may address the Board concerning any item on the agenda provided that no individual presentation shall be for more than 3 minutes (6 minutes with translation) and the total time for this purpose shall not exceed 30 minutes (provided that the President may grant additional time if circumstances permit). The presentation to the Board shall be made at the time a specific item is under discussion. See attached Request to Speak card.
3. When addressing the Board, 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 (alvarado@jamesjordanms.com, 818-882-2496)

Trustees Present
B. Smith, C. Quinteros, J. Boafo, M. Avila, M. Malone, V. Brown

Trustees Absent
J. LaBarbera, M. Antone

Guests Present
M. Marsh

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

J. Boafo called a meeting of the board of trustees of James Jordan Middle School Board of Trustees to order on Saturday Aug 4, 2018 at 9:21 AM.

C.

Approve Minutes

J. Boafo made a motion to approve minutes from the Regular meeting of the Board of Trustees on 07-09-18 Regular meeting of the Board of Trustees on 07-09-18.
B. Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Avila	Aye
M. Malone	Aye
C. Quinteros	Aye
M. Antone	Absent
J. Boafo	Aye
J. LaBarbera	Absent
B. Smith	Aye

D. New Member- VIctoria Brown

M. Avila made a motion to make Victoria Brown a member of the board effective immediately.
J. Boafo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

C. Quinteros	Aye
J. LaBarbera	Absent
B. Smith	Aye
M. Antone	Absent
M. Malone	Aye
J. Boafo	Aye
M. Avila	Aye

E. Introduction of Harvey Berg

II. CEO EVALUATION

A. CLOSED SESSION: Personnel Evaluation of the Executive Director

Motion to go into closed session by Boafo. Second by Quinteros

III. Governance

A. Compensation of the Executive Director

J. Boafo made a motion to set the compensation of the Executive Director at a 3% raise and offer an agreement at that salary.
C. Quinteros seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

V. Brown	Aye
M. Antone	Absent
C. Quinteros	Aye
M. Avila	Aye
J. LaBarbera	Absent
M. Malone	Aye
B. Smith	Aye
J. Boafo	Aye

B. ELECTION OF BOARD OFFICERS

Facilities Improvement committee
Quinteros, Brown

Campus Culture
Brown, Avila

Protocols
Malone, Smith

Safety
Quinteros,

Audit

CEO Committee

J. Boafo made a motion to Elect Ms. Avila as the board secretary Elect Ms. LaBarbera as treasurer Elect Mrs. Quinteros as board president Elect Ms. Smith as Vice President.
M. Malone seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Boafo	Aye
B. Smith	Aye
M. Antone	Absent
M. Malone	Aye
C. Quinteros	Aye
J. LaBarbera	Absent
V. Brown	Aye
M. Avila	Aye

C. Renewal of membership for board members at the end of their term

M. Malone made a motion to Begin a new term for Janice Boafo as a member of the board.
M. Avila seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Avila	Aye
M. Antone	Absent
J. LaBarbera	Absent
C. Quinteros	Aye
M. Malone	Aye
J. Boafo	Aye
V. Brown	Aye

D. Retention of high quality staff: MEDICAL BENEFITS PROPOSAL

M. Avila made a motion to increase the school contribution to employees who pay out of pocket in the amount of $100 per month.
M. Malone seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. LaBarbera	Absent
M. Antone	Absent
M. Avila	Aye
J. Boafo	Aye
V. Brown	Aye
C. Quinteros	Aye
M. Malone	Aye
B. Smith	Aye

E. Visitor and Volunteer Policy

M. Malone made a motion to to adopt the new visitor and volunteer policy as drafted by our attorneys.
V. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Boafo	Aye
M. Antone	Absent
V. Brown	Aye
M. Avila	Aye
B. Smith	Aye
J. LaBarbera	Absent
C. Quinteros	Aye
M. Malone	Aye

F.

Freedom of Expression for Students

M. Avila made a motion to adopt the policy with added reference to social media and a reference to the school discipline policy.
C. Quinteros seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. LaBarbera	Absent
M. Antone	Absent
M. Malone	Aye
C. Quinteros	Aye
V. Brown	Aye
B. Smith	Aye
J. Boafo	Aye
M. Avila	Aye

G. Technology and Acceptable Use Policy

M. Malone made a motion to adopt the technology policy as presented.
B. Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. LaBarbera	Absent
M. Antone	Absent
M. Malone	Aye
J. Boafo	Abstain
B. Smith	Aye
V. Brown	Aye
C. Quinteros	Aye
M. Avila	Aye

H. Attendance Policy

J. Boafo made a motion to to adopt the Attendance policy as presented.
M. Avila seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

C. Quinteros	Aye
J. LaBarbera	Absent
J. Boafo	Aye
M. Avila	Aye
M. Malone	Aye
V. Brown	Aye
M. Antone	Absent
B. Smith	Aye

IV. Closing Items

A. Adjourn Meeting

C. Quinteros made a motion to adjourn the meeting.
J. Boafo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. LaBarbera	Absent
M. Malone	Aye
M. Avila	Aye
V. Brown	Aye
M. Antone	Absent
J. Boafo	Aye
B. Smith	Aye
C. Quinteros	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:51 AM.

Respectfully Submitted,
M. Marsh