APPROVED

James Jordan Middle School Board of Trustees

Minutes

Board Meeting

Date and Time
Tuesday July 16, 2019 at 7:00 PM

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: 800 S. Figueroa St #1000 LA 90017, 20420 Mandell Street Winnetka 91306, and 4217 Camino Real, Los Angeles, CA 90065

Remote participation in the meeting is by Hangouts Meet
Join Hangouts Meet
meet.google.com/avn-xfbk-iit

Meeting ID
meet.google.com/avn-xfbk-iit

Phone Numbers
(US)+1 234-804-8415

Event will include a link to view full list of phone numbers for all supported countries.
PIN: 762 590 284#

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
A. Bierman (remote), B. Smith, C. Quinteros

Trustees Absent
J. Boafo, J. LaBarbera

Non Voting Members Present

M. Alvarado

Guests Present
G. Lara, M. Marsh (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Quinteros called a meeting of the board of trustees of James Jordan Middle School Board of Trustees to order on Tuesday Jul 16, 2019 at 7:04 PM.

C. Take public comment

D. approve minutes

B. Smith made a motion to approve minutes from the BOARD MEETING RESCHEDULED FROM JUNE 13, 2019 on 06-17-19 BOARD MEETING RESCHEDULED FROM JUNE 13, 2019 on 06-17-19.
C. Quinteros seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

C. Quinteros	Aye
A. Bierman	Aye
J. Boafo	Absent
J. LaBarbera	Absent
B. Smith	Aye

II. GOVERNANCE

A. Election of Officers for the 2019-20 School Year

C. Quinteros made a motion to Elect Officers for the 2019-20 School Year President - Claudia Quinteros Treasurer- Jessica LaBarbera Secretary- Bridget Smith.
B. Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. LaBarbera	Absent
J. Boafo	Absent
B. Smith	Aye
A. Bierman	Aye
C. Quinteros	Aye

B.

Resolution to designate Lead Petitioner and submission of the renewal application for JJMS charter

B. Smith made a motion to authorize the timely submission of the JJMS renewal petition with Myranda Marsh, Executive Director, as the lead petitioner.
C. Quinteros seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

A. Bierman	Aye
B. Smith	Aye
C. Quinteros	Aye
J. Boafo	Absent
J. LaBarbera	Absent

Bierman asked for details of process
Smith asked to receive updates with track changes.
Additionally the board names Maria Alvarado as the school administrator and Victor Albores as the onsite financial manager.

C. Updating Conflict of Interest Code and Policy.

C. Quinteros made a motion to adopt the Conflict of Interest Code and also the Conflict of Interest Policy as presented.
A. Bierman seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

C. Quinteros	Aye
A. Bierman	Aye
J. LaBarbera	Absent
J. Boafo	Absent
B. Smith	Aye

D. Amelioration of potential conflict of interest.

Updating the board
Marsh: A potential conflict of interest between a member of our teaching staff, Dr. Palisoc and a vendor. Dr. Palisco is the creator of Core Advantage Ironbox Education. Dr. Palisoc was training and JJMS was using the curriculum before Dr. Palisoc became a JJMS teacher. He also recuses himself from any votes taken by the math department in regards to the continued use of the curriculum.

E. Updated Fiscal Policy Manual for 2019-20 school year

C. Quinteros made a motion to approve the updated Fiscal Policy Manual for the 2019-2020 school including the change included in the board minutes. The change is on pg. 16 of the document "The Director of Operations or qualified designee will submit the petty cash reimbursement form and supporting documentation to ExED electronically.".

B. Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

A. Bierman	Aye
B. Smith	Aye
J. Boafo	Absent
C. Quinteros	Aye
J. LaBarbera	Absent

F. Setting the Board Meeting Schedule for 2019-20

B. Smith made a motion to set the Board Meeting Schedule for 2019-20 school year as follows: Board meetings will be scheduled on the third Thursday of every month. The board does not intend to meet in December.
C. Quinteros seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. LaBarbera	Absent
A. Bierman	Aye
C. Quinteros	Aye
B. Smith	Aye
J. Boafo	Absent

III. Closing Items

A. Adjourn Meeting

A. Bierman made a motion to adjourn the meeting.
B. Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. LaBarbera	Absent
C. Quinteros	Aye
A. Bierman	Aye
B. Smith	Aye
J. Boafo	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:42 PM.

Respectfully Submitted,
M. Alvarado