APPROVED

James Jordan Middle School Board of Trustees

Minutes

Regular Board Meeting

Date and Time
Thursday September 19, 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/nos-ajph-hqx

Join by phone
+1 567-250-1502 PIN: 977 195 456#

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, J. Boafo (remote)

Trustees Absent
C. Quinteros, J. LaBarbera

Non Voting Members Present
M. Alvarado

Guests Present
A. Pineda, G. Lara, M. Marsh (remote), S. Griego, T. Risner

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

B. Smith called a meeting of the board of trustees of James Jordan Middle School Board of Trustees to order on Thursday Sep 19, 2019 at 7:09 PM.

C. Take public comment

D. approve minutes

B. Smith made a motion to approve minutes from the Regular Board Meeting on 08-15-19 Regular Board Meeting on 08-15-19.
A. Bierman seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

E. YMC presents new board by-laws

New by-laws presented by Wayne.
Address the new changes suggested by LAUSD.
By laws should stand alone.

Changes include

- Article 7 section 6
- Article 7 Section 22
- Article 8 section 3
- Article 8 section 8, 9, 10 & 11
    - President is ED
    - secretary
    - chief financial officer
- Article 16 section 2
    - Board will comply with corporate code 6352

Review these by-laws often to help answer any questions. Explains what the boards duties are and when to have a special vs regular meeting.

Additional information regarding new by-laws will be discussed at the Nov. 21st board meeting.
B. Smith made a motion to adopted the new YMC by-laws.
J. Boafo seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

II. Financials

A. Report on distribution of assets to maximize FDIC coverage

A new bank account will be open using Wells Fargo.
Current credit union is not reliable when dealing with certain funds. However, $205,000 will remind at the current credit union.
Concern how much of our money is being covered by the FDIC insurance

Ms. La Barbara would like to know what the distribution of assets are? Email Ms. La Barbara to review this document
Table this item until Oct. meeting.

B. Smith made a motion to designate treasure Ms. Jessica LaBarbera to review this document and decide if it is necessary to add to the Oct. board meeting agenda.
A. Bierman seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

III. Academic Achievement

A. Lead Teacher Report

Mr. Pineda and Ms. Risner reported on school culture and academic success.

- Discussed the Dashboard.
- School-Wide Behavior Modification Program
- Many Mental Health services and resources on and off campus.

- Students are able to see the data collected by teachers based on pre and post tests.

B. Master Plan for English Learners

Identify goals for all EL students.

Ensuring all ELs pass the LPAC with the level 4

- Reading and Writing are the most challenging for students to pass
- Teacher recommendations

Looking at specify data such as; SWD-EL vs SWD-EO
Plans for instruction in and out of the classroom as well as parent involvement.

B. Smith made a motion to approve the Master Plan for English Learners as presented by Ms. Griselda Lara.
A. Bierman seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

IV. GOVERNANCE

A. Coaching certificates- annual review and approval

J. Boafo made a motion to certify that the school district has met the conditions set forth in Title 5 Section 5593.
A. Bierman seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

B. Election of Corporate Officers

President - Executive Director Dr. Myranda Marsh
Chief Financial Officer - Mr. Victor Albores
Secretary - Principal Ms. Maria Alvarado

A. Bierman made a motion to continue the current assignment of Chair Claudia Quinteros and Vice Chair Brigitte Smith. The president shall be the executive director who is Dr. Marsh, the chief financial officer shall be Mr. Albores and the secretary shall be Ms. Alvarado.
J. Boafo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. Planning for board recruitment

Changes and updates to the board recruitment book

- Adjusted the titles "Board of Trustees" on pg. 30
- Changed Mr to Mr. on pg. 31
- Adjusted the bullet format on pg 31

B. Smith made a motion to approve the updated board book to support board members efforts to recruit more members of the board.
A. Bierman seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D. CLOSED SESSION: Evaluation of public employee EXECUTIVE DIRECTOR

- ETA when the document discussed on Aug. 4th will be received by Dr. Marsh.
- Boafo will email LaBarbera to finalize the document discussed on Aug. 4th. A status will be given to Dr. Marsh next week.
- A member of the board will email Mr. Albores.

B. Smith made a motion to table the closed session until the Oct. board meeting.
A. Bierman seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

A. Bierman	Aye
B. Smith	Aye

Roll Call

J. Boafo	Aye
C. Quinteros	Absent
J. LaBarbera	Absent

V. Closing Items

A. Adjourn Meeting

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

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:50 PM.

Respectfully Submitted,
S. Griego