APPROVED

James Jordan Middle School Board of Trustees

Minutes

Regular Board Meeting

Date and Time
Thursday October 17, 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, C. Quinteros, J. Boafo, J. LaBarbera (remote)

Trustees Absent
None

Non Voting Members Present
M. Alvarado

Guests Present
G. Lara, K. McDonald, M. Johnston, M. Marsh (remote), S. Griego

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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 Thursday Oct 17, 2019 at 7:07 PM.

C. Take public comment

Lead Teacher Report - K. McDonald
Teacher Survey Overview

Teacher reflections regarding weekly PD

- Overall 70% of teacher felt positive about PD
  - They had many options
  - More collaboration
  - Q2 recommendations
    - More time for data analysis
    - More time for teacher literacy

Successes

- Staying true to their pacing plans
- Feeling more comfortable with the curriculum

Challenges

- Keeping the students engaged in the classroom
- Managing time within their pacing plans
- Field trip fundraising for busses

Event:

- 6th grade - Movie night - raised over $1,300
- 7th - See's Candy Fundraiser
- National Giving Day Dec. 3, 2019
- Great Shake-Out 10/17
- Active Shooter Training 10/16
- Flag Football and Volleyball are undefeated so far
- Robotics competition is on Oct. 24th

D. approve minutes

B. Smith made a motion to approve minutes from the Regular Board Meeting on 09-19-19 Regular Board Meeting on 09-19-19.
A. Bierman seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

II. Financials

A. September Financials

B. Smith made a motion to approve the September Financials the cash flow, balance sheet, check register and income statement.
C. Quinteros seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

III. Academic Achievement

A. homeless education policy

- Last approved in 2018
- There are no changes to this policy. This policy is given to the Board as an opportunity to readopt this policy for Oct. 17, 2019.
- Are there many homeless students? 9 students currently as reported by the beginning of the year survey for the parents.
    - Once students identify as homeless, the liaison sends a letter to these families to let them know of their rights and various resources available to them.

J. Boafo made a motion to adopt the Homeless Education Policy as written.
C. Quinteros seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

B. CA Dashboard Local Indicators

In addition to the LCAP, look at various priorities and rate ourselves.

- Priority 1: Teacher Assignments
  - All assigned correctly according to their credentials.
- Priority 2: State Academic Standards
  - Measuring through the state testing
  - In a great place with the curriculum
    - Math and ELA are great
    - Science & History are doing well
  - A majority of our students are exceeding the state standards.
- Priority 3: Parent Engagement
  - Building relationships
    - Using the LAUSD parent survey; 98% of our parents feel respected by teachers and staff and 99% of parents feel like they are getting the information they need and understand what is being communicated to them.
- Priority 6: School Climate
  - Students enjoy being on campus
  - 75% feel connected to JJMS
  - Only 7% of students reported being bullied at school.
  - Correction, last paragraph - says "connectected" will be corrected by Ms. Grisalda Lara

IV. Governance

A. Board Vision

M. Johnston left.
Ms. Smith attended a governance training on Friday, Sept 27th.

After attending this training, she is asking the board to take a look at how the JJMS board functions as in.

- Are we handling our board meetings efficiently and smoothly?
- How can we move our meeting along?

    - Coming to the meeting prepared by reviewing the material beforehand and have questions or comments ready to discuss.
- Ms. Smith's proposal is to work as a board to create a "board agreement" that states exactly what is expected of its members.
    - Ex: board bylaw states - 80% of our meetings should be held in-person to promote engagement.

How do other boards function that we can improve on? - Ms. Boafo
Very important to have an engaged robust board because the parents and students depend on the board. - Mr. Bierman
There are a lot
5 more members potentially joining the board.
B. Smith made a motion to table the draft board member agreement to the November meeting on 11/21/19.
A. Bierman seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

B. Facility Committee

Dr. Marsh is proposing to speak with individuals

21 year lease
50,000 grant
What is the plan to have 20 years of location security?

C. Quinteros made a motion to establish a 2 member facility committee to represent the whole board to work with Dr. Marsh and attend monthly meetings with the church landlord. The facilty committee will consist of Adam Bierman and Bridget Smith.
J. Boafo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. CLOSED SESSION: Evaluation of public employee EXECUTIVE DIRECTOR

C. Quinteros made a motion to end closed session at 9:33 pm.
B. Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

V. Closing Items

A. Adjourn Meeting

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

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:35 PM.

Respectfully Submitted,
S. Griego