DRAFT

James Jordan Middle School Board of Trustees

Minutes

Regular Board Meeting

Date and Time
Thursday May 21, 2020 at 7:00 PM

This Board Meeting is open to the public.IN ACCORDANCE WITH ORDERS FROM GOVERNOR NEWSOME, THIS BOARD MEETING WILL BE ONLINE. James Jordan Middle School ("School") welcomes your participation at the School's Board meetings.

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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. ONLINE Board meetings will still have time reserved for PUBLIC COMMENT. If you wish to make a public comment, expect to be limited to 3 minutes. To speak, send an email to bsmith@jamesjordanms.com with a Subject of PUBLIC COMMENT.

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 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 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 (alvarado@jamesjordanms.com, 818-882-2496)

Trustees Present
B. Smith (remote), H. Blunt (remote), I. Farrior (remote), N. Mondragon (remote)

Trustees Absent
A. Bierman

Non Voting Members Present
M. Alvarado (remote)

Guests Present
A. Pineda (remote), Aaron Lemus, Evan Hodes, G. Lara (remote), J. Green (remote), Kimberly Magana, M. Johnston (remote), M. Marsh (remote), Paola Guerrero, Randy Palisoc, V. Albores (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Take public comment

B. Smith called a meeting of the board of trustees of James Jordan Middle School Board of Trustees to order on Thursday May 21, 2020 at 7:08 PM.

D. approve minutes

I. Farrior made a motion to approve the minutes from Regular Board Meeting on 04-16-20.
H. Blunt seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

N. Mondragon	Aye
H. Blunt	Aye
B. Smith	Aye
I. Farrior	Aye
A. Bierman	Absent

II. Financials

A. Review and approve Financials through April 30, 2020

B. Smith made a motion to approve Financials through April 30, 2020 as presented.
I. Farrior seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

I. Farrior	Aye
H. Blunt	Aye
N. Mondragon	Aye
A. Bierman	Absent
B. Smith	Aye

B. Preliminary budget for 2020-21

Smith: Mike how comfortable he was to use the reserves. Mike stated he is comfortable with the loss
Mike: Yes I am comfortable because you have built up the reserves. Dr. Marsh is conservative. The cut is 7.5 to 8%. Dr. Marsh has factored in a 10% cut into the budget.
Smith: Is the Administrative team comfortable with the cut?
Lara: Yes. It is a sacrifice that we are making due to this crisis.
Farrior: When will students be able to go back to school?
Dr. Marsh: The state has not given us enough guidance to make that decision. LEA sare responsible to decide when students can return. JJMS is its own LEA.

Blunt: The budget, are we taking into consideration all the potential contingencies for the possible teaching scenarios
Dr. Marsh: We have several structures in place to begin the next school year. Some students may be on campus on certain days, we may have to begin the school year online or a hybrid option.
Blunt: What is the most expensive option?
Dr. Marsh: The hybrid.
Farrior: When we say They, who is they?
Dr. Marsh: Health officials.
Smith: Do you have the plans written out?
Dr. Marsh: We can share the info with you. We are piloting a summer program where we can do some kind of child care. We are trying Zoom live streaming teach while students are on campus. This will be our pilot program to see which of our 4 plans is relatively safe and effective. It's a terrible balance, More kids on campus more learn More kids are on campus more risks
Farrior: Shared concerned about kids coming into campus and having to pivot when the pandemic goes for the worse
Dr. Marsh: Reflected back on our demographics and the importance of continuing food services and child care
Farrior: Does food service and Child care go hand in hand. Made a statement about how one trumps the other.
Dr. Marsh: Agrees with being cautious but it is difficult to wait on something
Blunt: Made a point to say that if all school still were not coming back we should not but entities such as LAUSD are considering. Also moved on to discuss if our budget allows us to try this strategic return
Farrior: My concern is not the budget, it's whether we can truly do this safely
Dr. Marsh: Asked Ms. Mondragon for her perspective as a parent at JJMS.
Mondragon: It's a hard decision. If we offer our families a chance to return they will because it's harder to learn remotely. We have to research safety first for the children. Safety comes first. Approving the budget is good and Summer idea is great. I'd like to see if it's better way to learn
Dr. Marsh: Proposed to place in the June agenda plans for the safety precautions for students to return.
Farrior: Have you modeled out the cost of keeping kids safe
Dr. Marsh: List purchases that are being made to keep the safety of the kids in mind. Hand sanitizers, masks, washer and dryer with sanitation setting, massive air filters, moving of desks out of classrooms with 6ft spaces, and squares on asphalt.
Farrior: All those expenditures are great but it just makes me nervous to make those expenditures if we just have to go back into remote learning
Dr. Marsh/Smith: I would rather spend the money now based on our current budget and before other schools.
Smith: my concern is if we don't act now, we may be in a place where price gouging
Farrior: So you think 4 weeks is going to make a difference
Smith: yes, people are tired of staying in and are being careless when they are out.

Dr. Marsh: The district has asked to complete a survey in regards to the fall plans. Before the survey is completed we need a budget approved. Asked what was Mike's input.
Mike: Budget needs to be passed by Mid May (I think) a school with a budget this size is using most of the budget on staff salaries, funding was received to offset and will be received from the feds on COVID related expenses.
Mike: additional spending is not taking down your income, even more, the expenses were already built-in

B. Smith made a motion to approve the proposed Preliminary budget that has been presented for JJMS for school year 2020-2021.
H. Blunt seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

N. Mondragon	Aye
I. Farrior	Aye
H. Blunt	Aye
A. Bierman	Absent
B. Smith	Aye

III. Academic Achievement

A. Summer School Plans

B. Smith made a motion to to table, the Summer School plans as indicated by Dr. Marsh to the June 18, 2020 meeting.
N. Mondragon seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

A. Bierman	Absent
N. Mondragon	Aye
B. Smith	Aye
I. Farrior	Aye
H. Blunt	Aye

B. LAUSD oversight report for 2019-20

The board posed questions regarding the score of 1 under Organizational Management from the LAUSD oversight report for 2019-20. The Director of Operations outlined new checks and procedures including a check by one admin designee and two admin before an employee is allowed to work.

Dr. Marsh: JJMS received the report card for the Feb 2020 LAUSD visit. The area where there was a problem was under organizational management. Under the area of Mandanted reporter, we had an employee who was re-hired and she was not trained within 6 weeks of re-employment.

Smith: What will be done so that this does not happen again.
Albores: One admin designee and two admin will be checking in the future to make sure that all mandated trainings are completed.
Smith: We will not have that happen again. We have put things together to make sure it does not
Marsh: We will be renewed until 5 more years. How does this affect renewal?
Mike: At the next board meeting the board will need to adopt a revised fiscal policy to address the issues in the annual oversight report.

IV. III. Governance

A. Ratify extension of the current lease

Smith: Will we continue to look at the 20 years.
Dr. Marsh: We have locked our rent for the next 5 year.
H. Blunt made a motion to to ratify the extension of the lease with Christ Community Church.
B. Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

N. Mondragon	Aye
H. Blunt	Aye
A. Bierman	Absent
I. Farrior	Aye
B. Smith	Aye

B. CLOSED SESSION: EVALUATION OF PERSONNEL, Executive Director Myranda S. Marsh

B. Smith made a motion to to go into closed session.
I. Farrior seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

I. Farrior	Aye
B. Smith	Aye
A. Bierman	Absent
H. Blunt	Aye
N. Mondragon	Aye

C. Announce any action resulting from Closed Session.

Smith: Examine ways that the evaluation will be better mirrored with the survey by June 1st. Streamline evaluation process.

B. Smith made a motion to provide the evaluation for Dr. Marsh as previously discussed by June 1st in a revamped format. The board will explore opportunities to revamp the CEO evaluation and survey for the 2020-2021 school year.
N. Mondragon seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

N. Mondragon	Aye
H. Blunt	Aye
I. Farrior	Aye
B. Smith	Aye
A. Bierman	Absent

V. Closing Items

A. Adjourn Meeting

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

Roll Call

A. Bierman	Absent
N. Mondragon	Aye
B. Smith	Aye
I. Farrior	Aye
H. Blunt	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:14 PM.

Respectfully Submitted,
G. Lara

Documents used during the meeting

- JJMS 04.2020 Board Financials.pdf
- JJMS 20-21 Preliminary Budget as of 05.15.20.pdf
- JMSJRDN 8195 - Annual Performance-Based Oversight Report 2019-2020.pdf
- Christ Community Church - Notice to Extend Lease.pdf