APPROVED

James Jordan Middle School Board of Trustees

Minutes

BOARD MEETING

Date and Time
Thursday July 15, 2021 at 7:00 PM

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

zoom.us/j/96140272136?pwd=YkxDcU... (ID: 96140272136, password: 437390)

Join by phone(US) +1 301-715-8592
Password: 437390

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 no 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 no 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 (lara@jamesjordanms.com, 818-882-2496)

Trustees Present
A. Bierman (remote), B. Smith (remote), H. Blunt (remote), M. Flores (remote), N. Mondragon (remote), P. Lambros (remote), R. Edelen (remote)

Trustees Absent
S. Belle

Trustees who arrived after the meeting opened
P. Lambros

Guests Present
Antonio Gonzalez (remote), E. Hodes (remote), G. Lara (remote), J. Green (remote), M. Marsh (remote), P. Reyes-Guerrero (remote), T. Baier (remote), V. Albores (remote)

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 Jul 15, 2021 at 7:03 PM.

C. approve minutes

B. Smith made a motion to approve the minutes from BOARD MEETING on 06-17-21.
A. Bierman seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Edelen	Aye
P. Lambros	Absent
H. Blunt	Aye
B. Smith	Aye
M. Flores	Aye
N. Mondragon	Aye
A. Bierman	Aye
S. Belle	Absent

D. Public comment: NON AGENDA ITEMS

II. Academic Achievement

A. Instructional Calendar and Minutes

B. Smith made a motion to adopt the academic calendar for instructional days and the instructional minutes as presented for the school year 2021-2022.
N. Mondragon seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

N. Mondragon	Aye
P. Lambros	Absent
S. Belle	Absent
A. Bierman	Aye
B. Smith	Aye
H. Blunt	Aye
M. Flores	Aye
R. Edelen	Aye

B. Annual Declaration of Need for highly-qualified teachers

M. Flores made a motion to approve the annual declaration of the need for highly qualified teachers as presented to be submitted to the CTC.
R. Edelen seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Smith	Aye
N. Mondragon	Aye
M. Flores	Aye
R. Edelen	Aye
P. Lambros	Absent
A. Bierman	Aye
H. Blunt	Aye
S. Belle	Absent

C. Credential flexibility: Local Area Option proposed for 2021-22

B. Smith made a motion to approve the local area options presented for the school year 21-22 which covers Todd, Bhatri, Minter, and McDonald.
N. Mondragon seconded the motion.
JJMS approved it once before.
Due to CalSAAS, JJMS will present Local Area Option candidates on an annual basis
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Smith	Aye
P. Lambros	Absent
M. Flores	Aye
H. Blunt	Aye
R. Edelen	Aye
A. Bierman	Aye
N. Mondragon	Aye
S. Belle	Absent

III. Financials

A. Approval of financial documents relevant to a loan for the construction of a permanent building

P. Lambros arrived at 7:30 PM.
R. Edelen made a motion to pass the board resolution for Self Help.
N. Mondragon seconded the motion.
The loan will be set at 3.20% from the lender SelfHelp.
Finalizing permits.
The lender conducted several interviews with the JJMS leadership to get to know JJMS
Add Ms. Mondragons date
Change Hilary to Hillary
Change Shannon to Shannen

The board **VOTED** unanimously to approve the motion.

Roll Call

A. Bierman	Aye
S. Belle	Absent
R. Edelen	Aye
B. Smith	Aye
H. Blunt	Aye
P. Lambros	Aye
M. Flores	Aye
N. Mondragon	Aye

B. Selection of a Bid for the construction of the new building

B. Smith made a motion to authorize Dr. Myranda Marsh, the Executive Director, to sign a guaranteed price contract with EPI not to exceed $9.2 million dollars.
M. Flores seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Smith	Aye
S. Belle	Absent
R. Edelen	Aye
N. Mondragon	Aye
H. Blunt	Aye
A. Bierman	Aye
P. Lambros	Aye
M. Flores	Aye

C. Approval of a lease for a permanent facility between JJMS and Phoenix Facilities, LLC.

B. Smith made a motion to approval of the lease for a permanent facility between JJMS and Phoenix Facilities, LLC. and further authorizes the board secretary, Ms. Nancy Mondragon, to sign a lease detailing the relationship and obligations between JJMS and Phoenix Facilities, LLC.
M. Flores seconded the motion.

Lease Agreement JJMS PFLLC
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Belle	Absent
R. Edelen	Aye
B. Smith	Aye
P. Lambros	Aye
N. Mondragon	Aye
M. Flores	Aye

Roll Call

H. Blunt	Aye
A. Bierman	Aye

D. Bank account for Phoenix Facilities

R. Edelen made a motion to instruct the Executive Director, Dr. Myranda Marsh, and our ExEd team to establish a bank account for the purpose of facility financing and the following people will be signers on the new account, Myranda S. Marsh, Griselda Lara, Bridget Smith, and Nancy Mondragon.
P. Lambros seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Belle	Absent
N. Mondragon	Aye
P. Lambros	Aye
H. Blunt	Aye
A. Bierman	Aye
R. Edelen	Aye
B. Smith	Aye
M. Flores	Aye

IV. Governance

A. CLOSED SESSION: Evaluation of the Executive Director

Went into a closed session at 8:25pm and returned at 8:53pm

B. OPEN SESSION: Set the compensation for the Executive Director for 2021-22.

B. Smith made a motion to set the compensation of the Executive Director, Myranda Marsh, for the 2021-22 academic year school year to reflect a 7% increase in salary from $128,430.40 to $137,420.50, including a bonus for the 20-21 school year of $22,000, an additional paid week of vacation per year, and four weeks paid vacation in September of 2022.
M. Flores seconded the motion.
Smith: Recommended for Dr. Marsh to get a 7% salary increase to reflect the changes made under distance learning
Current Salary $128,430.40 with new salary $137,420.50 for 21-22.
Smith: Board consider an additional bonus of $22,000, an additional week of a yearly week of paid vacation, and as part of the compensation to take a one-month sabbatical the month of September in 2022. Report as 4 weeks of paid vacation
The board **VOTED** unanimously to approve the motion.

Roll Call

N. Mondragon	Aye
R. Edelen	Aye

Roll Call

B. Smith	Aye
M. Flores	Aye
A. Bierman	Aye
S. Belle	Absent
H. Blunt	Aye
P. Lambros	Aye

V. Closing Items

A. Adjourn Meeting

B. Smith made a motion to adjourn the meeting at 9:03pm.
H. Blunt seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Edelen	Aye
P. Lambros	Aye
B. Smith	Aye
H. Blunt	Aye
A. Bierman	Aye
N. Mondragon	Aye
M. Flores	Aye
S. Belle	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:04 PM.

Respectfully Submitted,
G. Lara

Documents used during the meeting

- 2021-22 Regular Bell Schedule (8).pdf
- STAFF JJMS Academic Calendar 2021-22.pdf
- Instructional Minutes calculation_JJMS_21_22.docx
- 21-22 Reports Calendar Information Form.docx.pdf
- JJMS Dec of Need 2021-22.pdf
- TODD Board LAO assign 2021 (2).docx
- McDonald Board LAO 2021 -22.pdf
- Bhatri Board LAO 21-22.docx (1).pdf
- Minter Board LAO 21-22 (2).docx.pdf

- 21 07 09 Board Resolution re Self Help Loan (SJK) (4851-8860-8241.v2).docx