

# James Jordan Middle School Board of Trustees

## Minutes

### Board Meeting

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#### **Date and Time**

Friday June 14, 2013 at 5:00 PM

#### **Location**

7911 Winnetka Ave, Winnetka CA 91306 (New Campus)

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#### **Trustees Present**

F. Macauley, J. LaBarbera, J. Munsch, J. Shelton, J. Stoneburner, K. Myles

#### **Trustees Absent**

N. Shah, V. Andrews

#### **Trustees who left before the meeting adjourned**

K. Myles

#### **Guests Present**

M. Marsh

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### **I. Opening Items**

#### **A. Record Attendance and Guests**

#### **B. Call the Meeting to Order**

J. Shelton called a meeting of the board of trustees of James Jordan Middle School Board of Trustees to order on Friday Jun 14, 2013 at 5:21 PM.

K. Myles left.

Left at 8:14pm.

#### **C. Approve Minutes**

Judy Shelton has asked to take the word "previous" and replace it with January on the minutes April 13, 2013 board meeting. May 13th board meeting IV, should read announcement to go into closed session. Add safe harbor language for closed session

items and then record announcement following closed session coming back into open session, the announcement is no action taken. Under the Executive Director report Labarbara, Macauley and Shah recused themselves during the ExEd Loan. Also to add that the Board authorizes Dr. Marsh to sign loan documents without board review with lawyers approval. Dr. Munsch motioned and Judy Shelton second.

J. LaBarbera made a motion to Approve the minutes as amended.

J. Munsch seconded the motion.

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

## II. Development

### A. Elect Parent representative to JJMS Board

Dr. Marsh is recommending Mrs. Veronica Gandarilla to be a parent representative for the board.

J. Munsch made a motion to Approve Ms. Gandarilla as the parent representative to the board for the 13-14 school year.

J. Stoneburner seconded the motion.

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

J. LaBarbera made a motion to The board adopts a policy that in the future it will extend an invitation for board membership to a parent representative from the school site council.

F. Macauley seconded the motion.

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

Dr. Marsh is directed to announce to the parents the opportunity to apply for board membership.

## III. Finance

### A. Review and approve budget for 2013-14

F. Macauley made a motion to approve the 13-14 school year budget as presented.

J. Stoneburner seconded the motion.

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

John asked in the future that we maintain a time frame for discussion.

### B. Approval of the Consolidated Application

J. Stoneburner made a motion to approve consolidated application for the 2013-2014 school year.

J. LaBarbera seconded the motion.

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

### C. Review and approve April Financial Report

J. Shelton made a motion to accept the financial statements and the check register for April 2013 as presented by ExEd.

F. Macauley seconded the motion.

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

**D. EPA allocation for 2012-13 and 2013-14**

J. Shelton made a motion to I hereby move that the James Jordan Middle School's FY 12/13 EPA funds estimated at P1 certification to be \$273,330 be allocated to support teacher salaries.

J. Stoneburner seconded the motion.

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

J. Shelton made a motion to I hereby move that James Jordan Middle School's FY 13/14 EPA funds estimated to be \$262,353 be allocated to support teacher salaries.

J. LaBarbera seconded the motion.

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

**E. ExEd contract**

J. Shelton made a motion to board approve to authorize Dr. Marsh to sign the flat fee two year contract with ExEd.

K. Myles seconded the motion.

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

**F. Approve 2nd Interim Report**

Ms. Shelton has requested that the dashboard be added to high bar.

J. LaBarbera made a motion to approve the 2nd Interim Financial Report.

J. Shelton seconded the motion.

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

**IV. Governance**

**A. Set date and content for Strategic Retreat**

Board meetings shall be conducted on the 4th Monday of each month. The meetings will take place at 6:00pm. July 29, 2013 August 26, 2013 September 23, 2013 October 28, 2013 December 2, 2013 January 27, 2014 February 24, 2014 March 31, 2014 April 28, 2014 June 9, 2014

Dr. Marsh explained the draft agenda for and training strategic planning for the board. August 3rd from 9-1 board training to be conducted by MYMC food to be served along with coffee, Dr. Pepper, and food per Dr. Marsh.

**B. Policy for Education of Homeless Students**

In the second paragraph Ms. Shelton wanted to change district to JJMS. KL asked that we add the definition of homeless in the JJMS policy. Directed to contact Monarch Charter School in San Diego for additional expertise on homeless students.

F. Macauley made a motion to approve the JJMS policy for the education of homeless students as amended.

J. Shelton seconded the motion.

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

## **V. Closed Session**

### **A. Announcement of Closed Session**

Closed session started at 8:22pm and came out of closed session on 8:31. The board has appointed Dr. Munsch as the evaluation coordinator for the evaluation for Dr. Marsh.

### **B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION Title: Executive Director**

## **VI. Closing Items**

### **A. Announce any action taken in Closed Session**

### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:32 PM.

Respectfully Submitted,

J. Shelton