

# James Jordan Middle School Board of Trustees

## Minutes

### Board Meeting

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#### Date and Time

Saturday August 3, 2013 at 8:00 AM

#### Location

JJMS/Executive Directors Office

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#### Trustees Present

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

#### Trustees Absent

N. Shah, V. Andrews

#### Trustees who arrived after the meeting opened

J. Shelton

#### Guests Present

Janelle Ruley, K. Martin, L. Corr, M. Alvarado, M. Malone, M. Marsh

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

K. Myles called a meeting of the board of trustees of James Jordan Middle School Board of Trustees to order on Saturday Aug 3, 2013 at 9:13 AM.

### II. Governance

#### A. Brown Act Training

This training fulfills the requirement for annual board training on the Brown Act.

#### B. Effective Governance Training

J. Shelton arrived.

Members expressed an interest in a proposal to set time limits for agenda items and call for a vote at the time limit.

**C. Conflict of Interest/Corporate Responsibility Training**

**D. Setting board policies regarding governance**

Proposed revisions were presented. These items will be individually agendized for the August 26th 2013 regular board meeting.

**E. Updating and adopting revised by-laws**

Examination of old by-laws.

F. Macauley made a motion to to approve the new by-laws as presented by counsel on Aug. 3rd.

J. LaBarbera seconded the motion.

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

J. LaBarbera made a motion to thank Judy Shelton and KL Myles for their completed term of service at the end of this meeting and open their positions for appointment at the regular board meeting on August 26th of 2013.

F. Macauley seconded the motion.

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

**F. Review board composition in light of new by-laws**

**G. Election of Officers**

J. Shelton made a motion to elect John Stoneburner for a one year term as Chair of the JJMS Board of Trustees.

J. Munsch seconded the motion.

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

J. LaBarbera made a motion to elect Dr. Joyce Munsch as secretary for a one year term.

F. Macauley seconded the motion.

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

J. Munsch made a motion to elect Fathia Macauley for a one year term as Treasurer of the JJMS Board of Trustees.

J. LaBarbera seconded the motion.

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

Formally recognize and thank Judy Shelton for three years of excellent service as the Board President. It has been a pleasure to serve with her. -comment by KL Myles

**III. Closing Items**

**A. Adjourn Meeting**

J. Stoneburner made a motion to to adjourn the meeting.

F. Macauley seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:20 PM.

Respectfully Submitted,

M. Marsh