APPROVED

James Jordan Middle School Board of Trustees

Minutes

Regular Board Meeting- in person

Date and Time
Thursday March 9, 2023 at 7:00 PM

Location
18600 Lanark St, Reseda CA 91335

This Board Meeting is open to the public.
There will be a public meeting on campus but the public can also listen and participate via the zoom link listed below.

Bridget Smith will be participating from 500 Powder Springs Street, Marietta GA 30064.

https://us06web.zoom.us/j/84542354836?pwd=MkxQRE50aEpFV1VETmxjYVliYlMvZz09

Meeting ID: 845 4235 4836 Passcode: V02flaYT
One tap mobile
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+16699006833,,84542354836#,,,,*42668767# US (San Jose)

El propósito de una reunión pública de la Junta de Síndicos ("Board") es llevar a cabo los asuntos de la Escuela en público. Nos complace que esté presente y esperamos que visite estas reuniones con frecuencia. Su participación nos asegura una comunidad con interés por nuestra Escuela.
La traducción al español está disponible en cada reunión de la junta.

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. **If you wish to make a public comment, expect to be limited to 3 minutes.** Each speaker is limited to 3 minutes in English and 6 minutes withtranslation. 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.
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
B. Smith (remote), E. Castillo, N. Mondragon, R. Edelen, S. Juarez, T. Barillas

Trustees Absent

P. Lambros, S. Belle

Guests Present
E. Hodes (remote), G. Lara, M. Marsh (remote), P. Reyes-Guerrero, V. Albores

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I. Opening Items

A. Record Attendance

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 Mar 9, 2023 at 7:11 PM.

C. Approve Minutes

R. Edelen made a motion to approve the minutes from Regular Board Meeting on 02-16-23.
N. Mondragon seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

P. Lambros	Absent
N. Mondragon	Aye
B. Smith	Aye
S. Juarez	Aye
R. Edelen	Aye
E. Castillo	Aye
S. Belle	Absent
T. Barillas	Aye

D. PUBLIC COMMENT

II. FINANCE

A. January Financials

N. Mondragon made a motion to approve the January Financials including cash flow, balance sheet and check register.
E. Castillo seconded the motion.

- Huge net income $180k
- Small loss on nutrition program. JJMS has additional funds for the meal program
- JJMS now owns the Strathern property
    - Lender honored the same rate
- SpEd expenses have increased.

- ESSER and learning recovery grant
- No financial impact

Smith- Are there are similarities with what other schools are seeing?
Evan- Nutrition trends are across the board due to attendance trends. 20% over budget in SpEd for other schools.
The board **VOTED** unanimously to approve the motion.

Roll Call	
S. Belle	Absent
R. Edelen	Aye
T. Barillas	Aye
P. Lambros	Absent
S. Juarez	Aye
E. Castillo	Aye
B. Smith	Aye
N. Mondragon	Aye

B. 2nd Interim report

B. Smith made a motion to approve the 2nd interim report for submission to various oversight organizations.
N. Mondragon seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
E. Castillo	Aye
B. Smith	Aye
R. Edelen	Aye
P. Lambros	Absent
T. Barillas	Aye
S. Belle	Absent
N. Mondragon	Aye
S. Juarez	Aye

III. Governance

A. Approval of CLA as our financial auditing firm for the coming year.

B. Smith made a motion to approve CLA as the auditing firm for the FY2022-23.
R. Edelen seconded the motion.
Evan endorses CLA.
The CLA cost has increased by 20%
CLA understands SB740 and the rules JJMS has to follow for the LLC
Dr. Marsh highly recommends approval of CLA.
Clifford, Larson Allen
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Smith	Aye
N. Mondragon	Aye
R. Edelen	Aye
S. Belle	Absent
S. Juarez	Aye
P. Lambros	Absent
T. Barillas	Aye
E. Castillo	Aye

B. Policy to continue medical benefits for employees on unpaid medical leave

B. Smith made a motion to continue to pay the medical premium for 3 months beginning the date of leave when a new employee files for medical leave, but does not qualify for FMLA.
E. Castillo seconded the motion.

- New employees may not qualify for FMLA and medical benefits may be terminated.
    - 1250 hours must be worked to qualify
- JJMS leadership is proposing that we continue to pay the medical premiums for 3 months beginning the date of leave.

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

Roll Call

E. Castillo	Aye
P. Lambros	Absent
T. Barillas	Aye
S. Belle	Absent
B. Smith	Aye
N. Mondragon	Aye
R. Edelen	Aye
S. Juarez	Aye

C. LAUSD binder items needed for annual inspection

B. Smith made a motion to table this item until April 20, 2023 board meeting.
N. Mondragon seconded the motion.
LAUSD will complete the oversight on April 12, 2023.

At this time, there are no additional items.
The board **VOTED** unanimously to approve the motion.

Roll Call

N. Mondragon	Aye
R. Edelen	Aye
T. Barillas	Aye

Roll Call

S. Juarez	Aye
P. Lambros	Absent
E. Castillo	Aye
B. Smith	Aye
S. Belle	Absent

D. Groupwork on JJMS 3-5 year strategic plan

Moved to the April 20, 2023 meeting.

IV. Closing Items

A. Adjourn Meeting

B. Smith made a motion to adjourn the meeting at 7:43pm.
E. Castillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Edelen	Aye
S. Belle	Absent
N. Mondragon	Aye
B. Smith	Aye
E. Castillo	Aye
S. Juarez	Aye
P. Lambros	Absent
T. Barillas	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:43 PM.

Respectfully Submitted,
G. Lara

Documents used during the meeting

- 01.2023 JJMS Board Package.pdf
- Statement of Work - Audit Services.pdf