APPROVED

James Jordan Middle School Board of Trustees

Minutes

Regular Board Meeting

Date and Time
Thursday January 18, 2024 at 7:00 PM

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.

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

Meeting ID: 845 4235 4836 Passcode: V02flaYT
One tap mobile
+16468769923,,84542354836#,,,,*42668767# US (New York)
+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, E. Castillo, N. Mondragon, P. Lambros (remote), S. Belle (remote), T. Barillas

Trustees Absent
S. Juarez

Guests Present
Ashley Ayala, D. Macias, G. Lara (remote), M. Marsh, Mason Antone, P. Reyes-Guerrero (remote), Rebecca Saltoon, Sohail Bhatri, Veronica Ramos, lrosenberg@mycharterlaw.com (remote)

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 Jan 18, 2024 at 7:03 PM.

C. Approve Minutes

T. Barillas made a motion to approve the minutes from December Board Meeting on 12-14-23.
N. Mondragon seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D. Public Comment

No Public Comment

II. BOARD DEVELOPMENT

A. Brown Act Training and Code of Conflict of Interest presented by YMC attorney Lee Rosenberg

YMC Attorney Lee Rosenberg presents Brown Act Training

- Basic Definition
- All committees must comply with the Brown Act
    - Advisory Committee (not decision-making)
- Serial Meetings Are Prohibited
- Serial Meeting & Limit on One-Way Communications

- Teleconference Meeting
- AB 557 HART Brown Act Emergency Virtual Meetings
- Special Brown Act Teleconferencing Rules for Personal Emergencies and "Just Cause"
    - AB 2449 Emergency circumstances- a physical or family medical emergency
    - "Just cause"- childcare or caregiving, contagious illness that prevents a member from attending in-person, physical and mental disability, travel while on business.
    - Emergency reasons must be requested to participate remotely.
    - No more than three consecutive months
    - 20% of regular meetings in a calendar year
    - a quorum of members must participate in person from a singular physical location identified on the agenda
    - Remotely hear and visually observe the meeting
    - if the broadcast is disrupted, the board may not take action until remote access to the meeting is restored.
- Regular meetings- 72 hours notice
- Special meetings - 24 hours notice
- Emergency meetings - 1 hour notice (rare)
- Post- physically accessible location within the jurisdiction during the entire posting period
- On the website
- Rights to Enable Access and Participation
    - Time limits
    - Addressing disruptive speakers
- Audio recording and broadcast
- There are no conditions for public attendance
- Non-discriminatory facilities
- CLOSED Session
    - Pending/Anticipated Litigation (conference with legal counsel)
    - Personnel (appointment, employment, evaluation, discipline, dismissal)
    - Caveat: 24-hour written notice to employees is required if the Board hears complaints and/or charges
    - Use "Safe Harbor" agenda language (GC54954.5)
    - Before the closed session
        - The board must publicly announce reasons for a closed session before the closed session.
- Compensation- LAE (includes employees subject to an employment contract)
    - approval must occur at a regular meeting
    - Govt code 5493
- Enforcement
    - Notice of Concern
        - Often brought by Charter Authorizer
        - Short turnaround to respond

        - Seek advice from legal counsel on response
    - Notice and Demand for Cure or Cease Desist
- Conflict of Interest
    - Board Definition
- Political Reform Act
- Form 700
- Common Law on Conflict of Interest

III. Academic Excellence

A. 8th grade analysis

Antone, Ayala, Bhatri- 8th grade teachers
Saltoon- Director of SPED
Ramos- 7th grade teacher

- Data presented of 8th grade i-Ready growth in math and reading.
- In previous meetings, 8th graders showed no progress, which concerns the board.
- 13/32 students showed growth; however, due to scoring lower than baseline, Annual Typical Growth was brought down to 6%.
- A significant amount of regression
- Student motivation is a factor
    - This is the 3rd time students are taking the i-Ready diagnostic
    - 48% of students rushed or were disengaged during the i-Ready diagnostic
    - Students will not try because they are comfortable in the class that they are in and do not want to be challenged
- Students are given a grade for the diagnostic
- Data chats and incentives
- Suggestion- have alumni come back and present to current students. Create and track students during their High School path.
- Moving Forward- "Rolling Diagnostics," Incentives, Culmination Standings
    - Communicate with parent
    - Hold for lunch tutoring
    - Culmination Requirements will be adjusted
    - Increase in parent contacts

IV. Governance

A. School Accountability Report Card

T. Barillas made a motion to approve the SARC as it is seen at this website.
E. Castillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

B. LAUSD required Board Compliance Monitoring Checklist

N. Mondragon made a motion to to have the Board President, Bridget Smith, sign this checklist as completed.
T. Barillas seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. Administrative Bonuses

N. Mondragon made a motion to to change the bonus policy for administrators so that their bonuses can be paid out in two distributions: January and June.
T. Barillas seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

V. Closing Items

A. Adjourn Meeting

B. Smith made a motion to adjourn the meeting at 9:05pm.
E. Castillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:06 PM.

Respectfully Submitted,
P. Reyes-Guerrero

Documents used during the meeting

- JJMS Charter School Compliance Monitoring 2023-2024.pdf