APPROVED

James Jordan Middle School Board of Trustees

Minutes

Regular Board Meeting

Date and Time
Thursday September 19, 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
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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
E. Castillo, N. Mondragon (remote), V. Garza (remote)

Trustees Absent
T. Barillas

Guests Present
G. Lara (remote), M. Johnston (remote), P. Reyes-Guerrero, V. Albores, palisoc@jamesjordanms.com

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I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

N. Mondragon called a meeting of the board of trustees of James Jordan Middle School Board of Trustees to order on Thursday Sep 19, 2024 at 7:03 PM.

C. Approve Minutes

N. Mondragon made a motion to approve the minutes from Regular Board Meeting on 08-15-24.
V. Garza seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

V. Garza	Aye
E. Castillo	Aye
N. Mondragon	Aye
T. Barillas	Absent

D. Public Comment

No public comment

II. Finances

A. Approve FY 2023 - 2024 Unaudited Actuals

V. Garza made a motion to to approve the Fiscal Year 2023-2024 Unaudited Actuals.
N. Mondragon seconded the motion.

- The same information presented in the June financial reports.
- This format is required by LAUSD.

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

Roll Call

N. Mondragon	Aye
T. Barillas	Absent
V. Garza	Aye
E. Castillo	Aye

B. Approve June 2024 Financials

N. Mondragon made a motion to Approve the June financial reports.
E. Castillo seconded the motion.

- The revenue this year is significantly higher than last year.

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

Roll Call

T. Barillas	Absent
V. Garza	Aye
E. Castillo	Aye
N. Mondragon	Aye

C. Approve the August 2024 Financials

E. Castillo made a motion to Approve the August 2024 Financials.
V. Garza seconded the motion.

- Budget Presented
- Attendance Analysis presented
- The budget will be very healthy at the end of the year.
- A revised budget will presented and approved next month.

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

Roll Call

N. Mondragon	Aye
T. Barillas	Absent
E. Castillo	Aye
V. Garza	Aye

D. New application for a business credit card- RAMP

V. Garza made a motion to approve the new application for RAMP business card.
N. Mondragon seconded the motion.

- JJMS currently has a credit card
- After each purchase, JJMS collects all receipts
- With RAMP, digital receipts can be added to uploaded to the app
- Limits can be set for purchases
- Additional users can be added
- RAMP does offer rewards/cash back

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

Roll Call

E. Castillo	Aye

Roll Call

V. Garza	Aye
N. Mondragon	Aye
T. Barillas	Absent

III. GOVERNANCE

A. Consideration of Pablo Garza for board membership

N. Mondragon made a motion to vote Mr. Pablo Garza as a JJMS board member.
E. Castillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

V. Garza	Aye
E. Castillo	Aye
T. Barillas	Absent
N. Mondragon	Aye

B. Title IX Updated Policy

N. Mondragon made a motion to Approve the Title IX Updated Policy.
E. Castillo seconded the motion.

- Changes in the federal law
- This is updated Title IX provided by YMC
- Staff was trained in our August PD by YMC
- Mr. Garza- AYE

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

Roll Call

E. Castillo	Aye
N. Mondragon	Aye
V. Garza	Aye
T. Barillas	Absent

C. Harassment, Intimidation, Discrimination and Bullying Policy

V. Garza made a motion to approve the Harassment, Intimidation, and Discrimination, and Bullying policy.
E. Castillo seconded the motion.

- This year with the updates we are required to separate the Title IX policy and Harassment, Intimidation, Discrimination, and Bullying policy.
- Policy was updated by YMC.
- Mr. Garza- AYE

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

Roll Call

V. Garza	Aye
N. Mondragon	Aye
E. Castillo	Aye
T. Barillas	Absent

D. Parent Student Handbook review and approval

N. Mondragon made a motion to Approve updated Parent Student Handbook for the school year 2024-25.
E. Castillo seconded the motion.

- Updated Parent student handbook for the school year 2024-25
- YMC reviewed and updated the Parent Student Handbook for SY 24-25
- Mr. Garza- AYE

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

Roll Call

N. Mondragon	Aye
E. Castillo	Aye
V. Garza	Aye
T. Barillas	Absent

E. Education for Homeless Children and Youth Policy

V. Garza made a motion to approve the updated Education for Homeless Children and Youth Policy Including the new designation of liaison for Mr. Huntington Wu.
N. Mondragon seconded the motion.

- This policy offers resources to families that are under the category of homelessness.
- Mr. Garza- AYE

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

Roll Call

N. Mondragon	Aye
E. Castillo	Aye
V. Garza	Aye
T. Barillas	Absent

IV. Academic Excellence

A. Data to compare the academic skills of incoming 6th grade students in the past 3 years

- Dr. Palisoc will be presenting the 2024 JJMS CAASPP Results data

- Year to Year Analysis
  - 2023-24 ELA
    - 6th - 47% scored 3/4
    - 7th 60% scored 3/4
    - 8th 57% scored 3/4
  - For two years, ELA scores were at the negative growth
  - ELA is making improvements in each grade level
  - 2023-24 Math
    - 6th - 34% scored 3/4
    - 7th - 44% scored 3/4
    - 8th - 35% scored 3/4
- Longitudinal Analysis
  - The same group of kids and their progress
  - Grade 6
    - ELA vs Math Scores
      - ELA- Proficient (Green)
        - Gr 4 34%
        - Gr 5 35%
        - Gr 6 47%
      - Below Grade Level
        - JJMS 15%
    - Math- Proficient (Green)
      - Gr 4 26%
      - Gr 5 28%
      - Gr 6 34%
    - Below Grade Level
      - JJMS 22%
  - Grade 7 ELA
    - 60% Proficient

V. Closing Items

A. Adjourn Meeting

N. Mondragon made a motion to adjourn the meeting at 8:23pm.
E. Castillo seconded the motion.
Mr. Garza- Aye
The board **VOTED** unanimously to approve the motion.

Roll Call

E. Castillo	Aye
N. Mondragon	Aye
V. Garza	Aye
T. Barillas	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:23 PM.

Respectfully Submitted,
P. Reyes-Guerrero

Documents used during the meeting

- FY 23-24 JJMS Unaudited Actuals Form 62.pdf
- 06.2024 JJMS Board Package.pdf
- JJMS 08.2024 Board Financials.pdf
- 2024- Title IX Policy_JJMS_.docx.pdf
- 2024Harassment Intimidation Discrim. and Bullying Policy_JJMS.docx.pdf
- 2024-25 ParentStudent Hndbk Eng_ (YMC edits) (4860-7375-7144.v1).docx.pdf
- 2024HomelessChildrenandYouthPolicy.docx (1).pdf