APPROVED

James Jordan Middle School Board of Trustees

Minutes

Regular Board Meeting

Date and Time
Thursday April 10, 2025 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
E. Castillo, N. Mondragon, V. Garza

Trustees Absent
P. Garza, T. Barillas

Guests Present
G. Lara, M. Marsh (remote), P. Reyes-Guerrero, V. Albores, jwkoplin@gmail.com (remote)

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 Apr 10, 2025 at 7:00 PM.

C. Approve Minutes

N. Mondragon made a motion to approve the minutes from Regular Board Meeting on 03-20-25.
E. Castillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D. Public Comment

No public comment.

II. GOVERNANCE

A. Consideration of contract for roof repair in summer of 2025

V. Garza made a motion to Select Del Amo Construction to hire Ozone Roofing per the presented proposals and direct the Executive Director, Dr.. Myranda Marsh, to sign the contract for no more than $650, 000.
N. Mondragon seconded the motion.

- $700k bid did not provide a time frame.
- Garza- Will the work need to be inspected?
- Koplin—Yes. The work will need to be inspected to be up to code, and JJMS will need to pay for the inspection.
- All bids use similar building materials.
- The roofing bid under Ozone does not include a general contractor. Del Amo will need to oversee the work.

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

Roll Call

T. Barillas	Absent

Roll Call

P. Garza	Absent
V. Garza	Aye
N. Mondragon	Aye
E. Castillo	Aye

B. Approval of form to tie the property at Strathern to the property at Lanark

N. Mondragon made a motion to direct the Executive Director, Dr. Myranda Marsh, to sign the lot tie document for two pieces of property, parcel number 2103009024 and 18600 Lanark St.
E. Castillo seconded the motion.

- The tie is an important process as we move forward with the construction project.

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

Roll Call

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

C. Consideration of contracts for Site Engineering documents for modular installation

V. Garza made a motion to select IMEG proposal as presented and direct the Executive Director, Dr. Myranda Marsh, to sign the contract for the site engineering documents.
N. Mondragon seconded the motion.

- IMEG- Has electrical, utilities, and survey access
  - 4 weeks for engineering
- CWHOWE- Will need additional sources for electrical, utilities and surveying
  - 5-6 weeks for engineering

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

Roll Call

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

D. D. Verse architect contract for next phase of permit and construction

E. Castillo made a motion to direct the Executive Director, Dr. Myranda Marsh, to sign the contract for the architect services when it is approved by the legal counsel.
N. Mondragon seconded the motion.

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

Roll Call

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

III. Academic Achievement

A. Promotion predictions for students returning in the 2025-26 school year

- the 7th grade team has communicated with the families to alert them of the help opportunities.
- A handful of kids may not meet the proportion requirements

B. ELOP plan review and approval

V. Garza made a motion to approve the ELOP plan as presented for 2025-26 school year.
E. Castillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. Technology needed for CAASPP testing in May

N. Mondragon made a motion to authorize the purchase of technology needed for students before the testing in May of 2025.
E. Castillo seconded the motion.

- Operating income- end of year projected over what was budgeted.
    - $300k is expected to be moved into the bank
- Tariffs may also impact prices of computers

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

Roll Call

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

D. Additional classroom furniture purchase

N. Mondragon made a motion to approve the purchase of 420 desks from Hertz Furniture.
E. Castillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
P. Garza	Absent
V. Garza	Aye
N. Mondragon	Aye
T. Barillas	Absent
E. Castillo	Aye

IV. Closing Items

A. Adjourn Meeting

N. Mondragon made a motion to adjourn the regular board meeting at 7:55pm.
E. Castillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
P. Garza	Absent
N. Mondragon	Aye
V. Garza	Aye
E. Castillo	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 7:56 PM.

Respectfully Submitted,
G. Lara

Documents used during the meeting

- PROPOSAL - EVERGUARD 60ml T.P.O. - RE-ROOF - D.A.C..pdf
- James Jordan Options.pdf
- James Jordan.pdf
- ROOFING PROPOSAL COMPARISON SHEET.pdf
- covenant-and-agreement-to-hold-property-as-one-parcel-(lot-tie-affidavit)-pc-str-aff22-2014 (2) (1).pdf
- JJMS Site Eng Comp.pdf

- Imeg_ James Jordan Middle School Modular Building revised - combined.pdf
- Verse Design_James Jordan Middle School_CWH_CIVIL-Revised.pdf
- JJMS VDLA Site Documentation Proposal.pdf
- JJMS ELOP plan 2024-25.pdf
- Estimate 1719.pdf
- Board financials January 2025.pdf
- Hertz Furniture Quote 718755 - 04-10-2025 1_34pm.pdf
- Hertz Furniture Quote 718754 - 04-10-2025 1_34pm.pdf