APPROVED

James Jordan Middle School Board of Trustees

Minutes

Regular Board Meeting

Date and Time
Thursday May 15, 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
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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, P. Garza, T. Barillas, V. Garza

Trustees Absent
None

Guests Present
G. Lara, M. Johnston (remote), M. Marsh (remote), V. Albores

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

M. Marsh called a meeting of the board of trustees of James Jordan Middle School Board of Trustees to order on Thursday May 15, 2025 at 6:58 PM.

C. Approve Minutes

N. Mondragon made a motion to approve the minutes from Special Board Meeting for legal resolution on 04-10-25.
V. Garza seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D. Approve Minutes

N. Mondragon made a motion to approve the minutes from Regular Board Meeting on 04-10-25.
E. Castillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

E. Public Comment

II. GOVERNANCE

A. Declaration of Need for teaching permits

E. Castillo made a motion to approve the submission of the Declaration of Need attached to this agenda item.
P. Garza seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

B. Public Hearing for LCAP input including the needs assessment for Learning Recovery block grant

In May and June, we are to review the LCAP.

Public hearing for LCAP input. What are the needs for the remaining funds?

In June, we will vote for the LCAP and the budget.

Dr. Marsh reviewed all four goals.

Barillas- Concern, the mental health side of challenges.

JJMS applies for a mental health grant to partner with Caresolace. This organization has a network of resources.

LACOE- Pueblo y Salud, Why Vape (additional resources)

Garza- How does the school work with teachers to meet their professional development needs? A committee develops the PD agendas.

C. Bell Schedule and Academic Calendar approval

N. Mondragon made a motion to approve the attached 2025-26 academic calendar, calculation of instructional minutes and the bell schedule.
V. Garza seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D. Local Area Option approval for 2025-26

V. Garza made a motion to approve the use of the Local Area Option for the following JJMS staff who will be teaching in the 2025-26 school year. Leslie Gameros, holder of a Clear Multiple Subject credential (210082851), will be authorized to teach ELA in a

departmentalized setting. Jacqueline Estrada, holder of a Preliminary Multiple Subject credential (230173639), will be authorized to teach ELA in a departmentalized setting. Mason Antone, holder of a Clear Multiple Subject credential (200121674) will be authorized to teach Math and/or Social Studies in a departmentalized setting. Griselda Lara, holder of a Clear Multiple Subject credential (230029823) is authorized to teach ELA in a departmentalized setting. Paola Reyes-Guerrero, holder of a Clear Multiple Subject credential (230147938) is authorized to teach ELA and/or Math in a departmentalized setting. Veronica Ramos, holder of a Preliminary Multiple subject credential (Credential No: 230223120) is authorized to teach Math in a departmentalized setting.
E. Castillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

E. Provisional Intern Permit for Single Subject Math

E. Castillo made a motion to authorize the JJMS administration to apply for a Provisional Intern Permit in Single Subject Math for Nicole Shabazi for the 2025-2026 school year.
P. Garza seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

F. Approval of option to leave SELPA letter to LAUSD

P. Garza made a motion to approve the submission of the attached letter to LAUSD.
N. Mondragon seconded the motion.
JJMS is part of a coalition of schools to provide special education services.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

III. Financial

A. Presentation of Budget for 2025-26

April financials are attached to this discussion.

The vote will take place in June.

JJMS is in great shape. We expect a great cash reserve.

In 2026-27, one classified position will be eliminated, and in 2027-28.
The emergency money will be ending, so the positions may go as well.

The JJMS staff has proposed a 3% raise for all employees with a 2% of salary bonus to be paid in August 2025 for the retention of qualified staff. The proposed budget also includes a small increase ($50 per month per employee) in the allowance for medical insurance premimums to help employees offset rising healthcare costs.

Our 5-year plan lays out the details.

Important Highlights-
1. CA budget will increase the cost of living by 2.3%. JJMS will offer a 3% raise to all of the employees.
2. One time money will be used to for another bonus, 2% in August.
3. Increase of $50 in health insurance contribution towards health insurance premiums. This will help increase employee retention of experienced employees.

April financials
$1.01M of ERC funds are reflected in this budget forecast.
P2 attendance is now official.
If federal funding gets cut JJMS will be able to use the 26% reserve.

B. Replacement laptops for Teachers

N. Mondragon made a motion to approve the Estimate 1726 for laptop replacement for teachers.
E. Castillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

Roll Call

T. Barillas	Aye

C. Approve contract for ExEd services for 2025-26 school year

P. Garza made a motion to approve the contracts for ExEd services for the 2025-26 school for Phoenix LLC and James Jordan MS.
N. Mondragon seconded the motion.
There is additional wording to reflect new audit requirements.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

IV. Closing Items

A. Adjourn Meeting

N. Mondragon made a motion to adjourn the meeting at 8:34pm.
E. Castillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:35 PM.

Respectfully Submitted,
G. Lara

Documents used during the meeting

- Declaration of Need 2025-26 JJMS.pdf
- JJMS LCAP Ed Partner Engagement Slides 24-25.pptx
- 2025-26 JJMS LCAP Public Hearing.pdf
- 2025-26 Bell Schedule with Instructional Minutes.pdf
- 2025-26 JJMS Academic Calendar .pdf

- JJMS Instructional Minutes Calculation 25-26.pdf
- Gameros LAO (1).pdf
- Antone Local Area Option.pdf
- LARA Local Area Option.doc (1).pdf
- Guerrero Local Area Option Checklist.doc (2).pdf
- Estrada LAO .pdf
- Ramos LAO checklist math.docx (2).pdf
- 5.12.25 Collective LAUSD SELPA Notification Letter 2025.docx.pdf
- JJMS 04.2025 Board Financials.pdf
- Estimate 1726 (1).pdf
- Phoenix LLC - ExED Notice of Terms Supplement 2025-26.pdf
- JJMS - ExED Business Services Agreement 2025-26.pdf