APPROVED

James Jordan Middle School Board of Trustees

Minutes

Regular Board Meeting

Date and Time
Thursday October 9, 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, P. Garza, V. Garza

Trustees Absent
T. Barillas

Guests Present
G. Lara, M. Johnston (remote), M. Marsh (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 Oct 9, 2025 at 7:11 PM.

C. Approve Minutes

N. Mondragon made a motion to approve the minutes from Regular Board Meeting on 09-11-25.
V. Garza seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D. Public Comment

No public comment

II. GOVERNANCE

A. Required Ethics Training hour #2

Tabled for the next board meeting

B. Parent and Student Handbook annual board review and approval

Garza- Add information about safety under the section about early student check out.
V. Garza made a motion to approve the Parent and Student Handbook for he 2025-26 school year with the revised suggestions under the early check out policy.
E. Castillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

III. Financial

A. August financials

P. Garza made a motion to approve the financials, including the cash flow, balance sheet, and check register.
N. Mondragon seconded the motion.

- Enrollment 451
- Trending to end with 3.5 million in the bank.
- ERC funds are coming in. Originally, they were not included in the budget
- $500k included for unrestricted funds
- Variances
    - 50k over nutrition program. Serving more meals
    - 50k over teacher stipends.
    - 24k over for NPS placement
    - New revised lease is also reflected.

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

Roll Call

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

B. Approval of Change orders for modular construction

V. Garza made a motion to approve all four change orders attached to this agenda item for the modular construction.
E. Castillo seconded the motion.

- Fire permit for construction was approved today.
- The permit to begin digging has been on vacation. JJMS expects a response by Monday or Tuesday of next week.
- The track is being replaced with a rubber track
- Security cameras have been installed on the sidewalk.
- Subway tile flooring in the restroom

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

Roll Call

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

Roll Call

E. Castillo	Aye

IV. Academic Excellence

A. Local Area Option for Sohail Bhatri

E. Castillo made a motion to approve the use of the Local Area Option for the following staff member. Sohail Bhatri, holder of a Preliminary Single Subject Science (230187887) will be authorized to teach Math in a departmentalized setting.
N. Mondragon seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

V. Closing Items

A. Adjourn Meeting

N. Mondragon made a motion to adjourn the board meeting at 7:36 pm.
V. Garza seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:36 PM.

Respectfully Submitted,
G. Lara

Documents used during the meeting

- 2025-26ParentStudentHndbkEng.docx.pdf
- JJMS 08.2025 Board Financials.pdf
- 24-0812 JJMS CCO#4 (1).pdf

- 24-0812 JJMS CCO#2.pdf
- 24-0812 JJMS CCO#3.pdf
- 24-0812 JJMS CCO#4.pdf
- _Bhatri LAO.pdf