

**Pacifica School District
Regular Meeting**

October 25, 2017 6:00 PM
375 Reina Del Mar Avenue

Pacifica, CA 94044

Attendance Taken at 6:00 PM:

Present:

Ms. Elizabeth Bredall
Ms. Andrea Gould
Mr. Jesse Levin
Ms. Kathy Shiokari
Ms. Laverne Villalobos

**1. OPEN SESSION - 6:00 P.M. - CALL TO ORDER AND ROLL CALL AND
ANNOUNCEMENT: RECORDING OF THE MEETING**

Minutes:

The meeting was called to order at 6:00 P.M. by Trustee Shiokari.

Staff present: W. Tukloff, R. Avila, J. Peterson, W. Lucey, S. Campos.

Quick Summary:

The District digitally records the audio portion of the meetings. The recorder is located in front of the Board Scribe. All recordings are kept in the Superintendent's Office for 30 days and are available during that time period for inspection by members of the public on district equipment without charge. As a community service, Pacifica Community Television (PCT) records and broadcasts meetings.

2. ANNOUNCEMENT OF CLOSED SESSION

Minutes:

Ms. Shiokari announced Closed Session referring to the items as listed below.

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS

Minutes:

None.

4. CLOSED SESSION

4.a. Conference with Labor Negotiator

Agency Negotiator: Wendy S. Tukloff, Superintendent

4.a.1. Employee Organizations: CSEA (California School Employees Association, Chapter 128), LSEA (Laguna Salada Education Association), LSMA (Laguna Salada Management Association)

**4.b. Conference with Legal Counsel - Anticipated Litigation
(Government Code section 54956.9(b)) - One case**

4.c. Public Employee Performance Evaluation (G.C. 54957)

Title: Superintendent

**5. OPEN SESSION - 7:00 P.M. - CALL TO ORDER, FLAG SALUTE, ROLL CALL AND
ANNOUNCEMENT: RECORDING OF THE MEETING**

Minutes:

Trustee Shiokari reconvened to Open Session at 7:05 P.M.

Trustee Gould led the flag salute.

Staff present: W. Tukloff, R. Avila, J. Peterson, W. Lucey, S. Campos.

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6. REPORT OUT ON CLOSED SESSION TOPICS

Minutes:

Ms. Shiokari indicated that the Board met during Closed Session and No Action Was Taken.

Quick Summary:

Report Out and APPROPRIATE ACTION

7. APPROVAL OF THE MINUTES of September 13, 2017

Order #41 - Motion Passed: Passed with a motion by Mr. Jesse Levin and a second by Ms. Elizabeth Bredall.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Quick Summary:

It is recommended that the Board approve the Minutes of the September 13, 2017 Regular Meeting. ACTION

8. APPROVAL OF THE MINUTES of October 4, 2017

Order #42 - Motion Passed: Passed with a motion by Ms. Andrea Gould and a second by Mr. Jesse Levin.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Quick Summary:

It is recommended that the Board approve the Minutes of the October 4, 2017 Regular Meeting. ACTION

9. APPROVAL OF THE AGENDA AND CONSENT AGENDA 7:05 P.M.

Order #43 - Motion Passed: It is recommended that the Board approve the agenda for the October 25, 2017 meeting and all consent agenda items.

Passed with a motion by Ms. Laverne Villalobos and a second by Ms. Elizabeth Bredall.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Quick Summary:

All items on the consent agenda will be approved with one motion, which is not debatable and which requires a unanimous vote for passage. If any member of the Board, the Superintendent, or the public so requests, any item shall be removed from this section and placed in the regular order of business following approval of the consent agenda.

CONSENT/ACTION

9.a. Agenda of the October 25, 2017 meeting

Quick Summary:

It is recommended that the Board approve the agenda for the October 25, 2017 Regular meeting. CONSENT/ACTION

9.b. Consideration of Acceptance Warrants

Quick Summary:

It is recommended that the Board approve the attached commercial warrants for the period of

9/22/2017 through 10/6/2017 totaling \$640,473.27.

CONSENT/ACTION

9.c. Service and Consultant Contract Approvals

Quick Summary:

It is recommended that the Board approve the Service and Consultant contracts as presented by staff. CONSENT/ACTION

9.d. Overnight Field Trips

Quick Summary:

It is recommended that the Board approve the following overnight field trip(s): CONSENT/ACTION

9.e. Personnel Changes

Quick Summary:

It is recommended that the Board approve the following Personnel items as presented. CONSENT/ACTION

9.f. Memorandum of Understanding (MOU) between Pacifica School District and University of Phoenix

Quick Summary:

It is recommended that the Board approve the Interagency Agreement to place Credentialed Interns between the District and University of Phoenix, in effect for the period from October 26, 2017 through June 15, 2018. This contract has been updated to address new regulations pursuant to California Ed Code 44321 regarding the support and supervision of interns. CONSENT/ACTION

10. COMMUNICATIONS - 7:10 P.M.

Quick Summary:

This portion of the agenda is available to the public to address the Board on any issue that is not on the agenda. The maximum time allowed for any speaker is three minutes.

10.a. LSEA (Laguna Salada Education Association)

Minutes:

Meghann Elsbernd on behalf of LSEA introduced Natasha Glasgo, Kindergarten teacher at Vallemar School.

Ms. Glasgo presented a PowerPoint on the Vallemar Garden. She shared that the garden is an outdoor classroom and that it helps boost academic achievement. It teaches children to eat healthier and helps them feel connected to their school. The garden club meets once a week after school and have been learning how to plant seeds, water, harvest, feed and learn to compost.

The Vallemar PTO and the community have been helping to purchase plants for the garden. There was discussion of including other school sites to connect to Vallemar's garden for future collaboration.

10.b. CSEA (Classified School Employees Association)

Minutes:

None

10.c. People Wishing to Address the Board

Minutes:

None

10.d. Correspondence

Minutes:
None

10.e. Board/Superintendent Communications

Minutes:

Board members discussed events and activities they attended and participated in since their last Board meeting including: Pacifica Collaborative Meeting which focused on homelessness; Go Bond meeting; Parcel Tax meeting; Housing Summit; Ortega's Walk-a-thon which raised \$14,000; Vallemar Fall Fair; Library Advisory Committee; Jefferson Union High School District meeting; City Council meeting; SEPAC meeting which focused on the process of how special education students transition to the high school district.

Dr. Tukloff shared that she attended the San Mateo County Reading Association Tea that celebrated and awarded Katherine Mihalov, Pacifica School District Humanities Specialist, with their Literacy Award.

She shared that she met with Dennis Westry, Outreach Coordinator, of The First Tee who has given a grant to Ortega and Sunset Ridge for a program that introduces students to golf, but more importantly it teaches character building.

Dr. Tukloff served on a Workforce Housing panel at the College of San Mateo. There is a huge interest for employee housing in San Mateo County.

She thanked the community and schools for following the SMC Alerts and keeping our students indoors when the air quality was not safe for outdoor activity. She thanked Ray Avila and Student Services for getting the air quality alerts out to the school sites.

11. DISTRICT BUSINESS - 7:20 P.M.

Quick Summary:

DISTRICT GOALS The District values the goals provided in our Local Control Accountability Plan (LCAP) and Strategic Plan. All of our District Board Agenda Items are tied to these goals. One or more goals are listed in the description of each Board Agenda Item. The details for each of those District Goals can be accessed on our Agenda Online Public Page or by visiting the District website, www.pacificasd.org, under District Information, Board of Trustees.

11.a. Approval of Resolution No.2017-10-25-A Authorizing Loan Agreement with the San Mateo County Housing Endowment and Regional Trust (HEART) for the Pacifica School District Workforce Housing Project

Order #44 - Motion Passed: Passed with a motion by Ms. Elizabeth Bredall and a second by Ms. Laverne Villalobos.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Josie Peterson presented Resolution No. 2017-10-25-A Authorizing Loan Agreement with the San Mateo County Housing Endowment and Regional Trust (HEART) for the Pacifica School District Workforce Housing Project.

The attached resolution authorizes the Superintendent or designee to apply to HEART for a loan and to negotiate on the District's behalf, a loan agreement which will be presented to the Board for final review and approval.

Quick Summary:

It is recommended that the Board of Trustees approve Resolution No. 2017-10-25-A Authorizing Loan Agreement with the San Mateo County Housing Endowment and Regional Trust (HEART) for the Pacifica School District Workforce Housing Project. ACTION

11.b. Local Control Accountability Plan (LCAP) and Budget Update (LCAP Goals: #1, #2, #3, Governance)

Minutes:

Will Lucey presented an update on the Local Control Accountability Plan (LCAP). He reviewed the outcome of goals that have been either met or not met and next steps pertaining to those goals.

Mr. Lucey also reviewed 2017 SBAC results and achievements in Math and English Language Arts.

Josie Peterson presented the Budget Update. She reviewed adjustments that were made to the budget and how funding from Pacifica Education Foundation, Parcel Tax, PTO's, and Grants help fund programs in our schools.

Ms. Peterson also presented updates on the Oddstad Workforce Housing Project and fund for facilities.

The PowerPoint Presentation is attached to this agenda item.

Quick Summary:

INFORMATION

11.c. Organizational Chart 2017-18 (Operations, Governance)

Minutes:

Wendy Tukloff organization charts as well as Who Does What, referring to who to follow up with in the district office for information.

The Organization Charts for each department as well as Who Does What chart are attached to this agenda item.

Quick Summary:
INFORMATION

**11.d. County Committee on School District Organization: Nominations
(LCAP: Governance)**

Order #45 - Motion Passed:

Passed with a motion by Ms. Andrea Gould and a second by Ms. Laverne Villalobos.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Jesse Levin
Abstain Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Dr. Tukloff asked the Board if they wanted to nominate a candidate for the At-Large opening for the County Committee on School District Organization (CCSDO).

After Board discussion, a nomination was made by Trustee Gould to nominate Kathy Shiokari.

Quick Summary:

It is recommended that the Pacifica School District Board of Education Trustees determine whether to nominate a candidate for the At-Large opening for the County Committee on School District Organization (CCSDO). ACTION

11.e. 1st Quarter Report on Williams Uniform Complaints (LCAP: Operations)

Minutes:

Josie Peterson reported that there were no Williams Uniform Complaints for the 1st Quarter.

Quick Summary:
INFORMATION

12. FUTURE AGENDA ITEMS - 8:00 P.M.

Minutes:

Dr. Tukloff discussed with the Board adding the November 8, 2017 Board Work Study meeting. The Board agreed to add the meeting to the Board calendar.

13. ADJOURNMENT - 8:05 P.M.

Minutes:

Ms. Shiokari adjourned the meeting at 8:20 P.M.

Quick Summary:

NEXT MEETING: November 15, 2017, 7:00 p.m., District Office, 375
Reina del Mar Avenue, Pacifica

Board Approved 11/15/2017 – S. Campos, Exec. Asst. to the Superintendent

- The Board of Trustees may meet in Closed Session for the purposes of discussing Personnel under Government Code 54957 and Negotiations under Government Code 54957.6 after the open session.
- Pacifica School District, Board of Trustees Regular Meeting Agendas may be previewed on the District Website: www.pacificasd.org. Board of Trustees Regular Meetings are televised on Pacifica Community Television (PCT) Channel 26 on Thursdays at 3:30 p.m.
- Regular Meeting Agendas are posted at least 72 hours prior to each meeting at the following locations:
All District Schools Pacifica & Sanchez Libraries Pacifica Tribune San Mateo County Times
District Office

Special Meeting Agendas are posted at least 24 hours prior to the meeting at the Official Posting
Location:
District Office

- *Board meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Executive Assistant to the Superintendent at least 10 working days before the meeting at 650.738.6625. Notification in advance of the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.*
- The agenda (order in which the items are presented) is accepted or amended by the Board at the beginning of the meeting under the item "Approval of the Agenda." Once the agenda is approved by the Board, the meeting will proceed in the order approved. Times for agenda items are approximate with the exception of Public Hearings. Public Hearings will occur at or after the time listed on the agenda.

Guidelines for Public Comment

- The Board President will formally open and close times for public comment for each agenda item. After public comment is closed, the Board will discuss the item and, if appropriate, take action.
- Individuals wishing to address the Board must complete a request card with their name, address and the item number. Cards are located on the table as you enter the room. Cards should be submitted either to the Board President or to the Superintendent.
- Individuals may address topics not on the agenda during the Communications Section (People Wishing to Address the Board) at the beginning of the meeting. However, the Board cannot comment on items not on the agenda.
- The Board, at their discretion, may limit the total time allotted for public comment during each agenda item.
- Individuals must be recognized by the Board President and step to the podium to speak.
- Speakers should introduce themselves and speak into the microphone. (The microphone is for the television and does not amplify sound.)
- Speakers are limited to a maximum of 3 minutes, which may be reduced at the discretion of the Board.
- Time allotments may NOT be passed from one person to another.

- An individual may speak only once on each agenda item.

7/21/10 Original – Updated 9/13/10

Clerk

Superintendent