

Pacifica School District
Amended Agenda: Regular Meeting
March 07, 2018 6:00 PM
375 Reina Del Mar Ave

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 PM by Trustee Bredall.

Trustee Villalobos joined Closed Session shortly after adjourning to Closed Session.

Staff Present are: 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. Bredall 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 Legal Counsel - Anticipated Litigation

4.a.1. Significant exposure to litigation pursuant to subdivision (d)2 of Government Code Section 54956.9: One case

4.b. Conference with Real Property Negotiators Agency Negotiator: Wendy S. Tukloff, Superintendent

4.b.1. Property: Oddstad School Site, 930 Oddstad Blvd., Pacifica, CA

4.c. Conference with Labor Negotiator

Agency Negotiator: Wendy S. Tukloff, Superintendent

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

4.d. 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 Bredall reconvened to Open Session at 7:02 PM.

Trustee Shiokari led the flag salute.

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

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6. REPORT OUT ON CLOSED SESSION TOPICS

Minutes:

Ms. Bredall indicated that the Board met during Closed Session and by a unanimous vote it was determined to deny Claim No. 2018-0003 in relation to Closed Session item 4.a. Conference with Legal Counsel - Anticipated Litigation, 4.a.1. Significant exposure to litigation pursuant to subdivision (d)2 of Government Code Section 54956.9: One case.

Trustee Bredall directed Superintendent Tukloff to send out notice of this denial.

Quick Summary:

Report Out and APPROPRIATE ACTION

7. APPROVAL OF THE MINUTES of February 7, 2018

Order #55 - Motion Passed: It is recommended that the Board approve the Minutes of the February 7, 2018 Regular Meeting. Passed with a motion by Ms. Laverne Villalobos and a second by Ms. Andrea Gould.

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

Quick Summary:

ACTION

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

Order #56 - Motion Passed: It is recommended that the Board approve the agenda for the March 28, 2018 meeting and all consent agenda items.

Passed with a motion by Mr. Jesse Levin and a second by Ms. Andrea Gould.

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

8.a. Agenda of the March 7, 2018 meeting

Quick Summary:

It is recommended that the Board approve the agenda for the March 7, 2018 Regular meeting

CONSENT/ACTION

8.b. Consideration of Acceptance Warrants

Quick Summary:

It is recommended that the Board approve the attached commercial warrants for the period of 1/23/2018 through 2/7/2018 totaling \$603,981.41.

CONSENT/ACTION

8.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

8.d. Personnel Changes

Quick Summary:

It is recommended that the Board of Trustees approve the following Personnel items as presented.

CONSENT/ACTION

8.e. Approval of MOU between Pacifica School District and San Bruno Park School District for Adaptive Physical Education Agreement

Quick Summary:

It is recommended the Board approve the Memorandum of Understanding between the Pacifica School District and the San Bruno Park School District (SBPSD) for an Adaptive Physical Education Services Agreement.

CONSENT/ACTION

9. 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.

9.a. LSEA (Laguna Salada Education Association)

Minutes:

LSEA Co-President, Meghann Elsbernd shared that LSEA met with the Board of Trustees and was appreciative of their time to meet with them and hope to meet again in March.

9.b. CSEA (Classified School Employees Association)

Minutes:

CSEA President, Sue Beckmeyer, shared that on Page 23, under Future Needs of the Budget presentation that was presented at the Board Work Study on February 15 and also the March 7th Regular Board Meeting, that CSEA implored that this position be placed as a #1 priority.

9.c. People Wishing to Address the Board

Minutes:

None.

9.d. Correspondence

Minutes:

Dr. Tukloff shared that she received notification that the 2017-2018 Second Interim Report had a positive certification. She stated that the District makes a lot happen with a little bit, and that it takes a lot of hard work to be fiscally prudent. She thanked Josie Peterson and her team for always keeping the District in a positive certification status.

9.e. Board/Superintendent Communications

Minutes:

The Board of Trustees discussed events and activities they attended and participated in since their last Board meeting including: Board Work Study; Workforce Housing Committee Meeting; Presentation at the Sharp Park Golf Course with the Library Planning Committee; SEPAC Meeting: Karen Breslow, Program Coordinator, Special Education Local Plan Area (SELPA), presented to parents on How to Read your Child's IEP; Presentation at the Sharp Park Library on Building the Future of America; PTO/PEF Meeting; LSEA meetings; CSEA Meeting; Planning meeting regarding the library; Superintendent of Schools Candidate Forum; SEPAG meeting in Sacramento; talking with community members regarding Native American history along the coast; HEART Board meeting; All City Concert with a dedication to Jerry Downs.

Wendy Tukloff shared that the San Mateo County Office of Education hosted their Fourth

Annual Elevating and Celebrating Effective Teachers and Teaching (ECET2) Bay Area Convening. This year two teachers from Pacifica School District are being honored Friday, March 9, 2018:

Christy Novack, AEI Specialist
Lauren Fong, Humanities Specialist

10. PRESENTATIONS 7:30 P.M.

10.a. Pacifica Education Foundation Presentation

Minutes:

Christy Novack, Access, Equity, Innovation (AEI) Specialist for Pacifica School District, and the District's liaison for the Pacifica Education Foundation (PEF), along with Sandy Stefancic, President of PEF, shared a PowerPoint Presentation that outlined the many programs that PEF supports and how it raises and manages those funds to supplement instruction and to support core curriculum district-wide.

With the support of the community members, parents, educators and local business, PEF is able to fund programs in the Pacifica School District.

Ms. Novack and Ms. Stefancic shared the coming vision and PEF's 3 year Executive Plan.

The PowerPoint Presentation is attached to this agenda item.

Quick Summary:
PRESENTATION

10.b. Resolution No. 2018-03-07-A through 2018-03-07-H Appreciation for the Parent Volunteers and the Pacifica Education Foundation

Order #57 - Motion Passed: Passed with a motion by Mr. Jesse Levin and a second by Ms. Kathy Shiokari.

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

Minutes:

Wendy Tukloff introduced Mr. Tom Stafford, Principal of Cabrillo School, who read, on behalf of each school site Principal, the resolution that outlined the main idea of the resolution with respect to Parent Teacher Organization's (PTO) and parent volunteers of each school. The Principal's introduced their PTO/Parent Council representatives and thanked and shared what makes their parent organizations unique at each site.

Dr. Tukloff presented the Pacifica Education Foundation's resolution and thanked Sandy Stefancic and the Pacifica Education Foundation for providing enrichment programs to the students of Pacifica School District.

Quick Summary:

It is recommended that the Pacifica School District Board of Trustees approve Resolutions No. 2018-03-07-A through 2018-03-07-H in appreciation of the support provided to the Pacifica School District by our many parent volunteers in order to provide a strong educational program for our students.

ACTION

11. DISTRICT BUSINESS - 8:00 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. Resolution No. 2018-03-07-L: In Honor of the Parkland Shooting Victims and in Support of Greater Prevention Measures Promoting School and Community Safety (LCAP Goal: 3, Governance)

Order #58 - 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

Minutes:

Ray Avila presented Resolution No. 2018-03-07-L: In Honor of the Parkland Shooting Victims and in Support of Greater Prevention Measures Promoting School and Community Safety.

This resolution honors the victims of the Parkland shooting and promotes community safety and awareness.

Dr. Tukloff added that our district schools are taking a walk-in approach instead of a walk-out approach to honor the victims of Parkland, Florida. Each school will communicate to its community on what that approach will look like.

She also mentioned that the District works very closely with the San Mateo County Office of Education as well as the Pacifica Police Department to keep our school community safe.

Quick Summary:

It is recommended the Board of Trustees approve Resolution No. 2018-03-07-L titled, "In Honor of the Parkland Shooting Victims and in Support of Greater Prevention Measures Promoting School and Community Safety".

ACTION

11.b. 2018-2019 School Calendar (LCAP Goal: #3, Operations)

Order #59 - Motion Passed: Passed with a motion by Ms. Kathy Shiokari 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

Minutes:

Will Lucey presented the three calendar options that were negotiated by the District and LSEA.

After clarification and discussion, a motion was made to approve option 3 and was seconded. Option 3 passed with a unanimous vote.

The Board memorandum attached to this agenda item outlines the dates in which the District and Labor Partners met and discussed the option choices.

Quick Summary:

It is recommended the Board approve the School Calendar for the 2018-2019 School Year from among the three options; Option 1, PSD Negotiations Team: August 16th student start date (closer to JUHSD start date of August 9th); April 8-12 Spring Break (same as JUHSD) Option 2, LSEA Negotiations Team: August 21st student start date; April 15-19th Spring Break. Option 3, Compromise Calendar: August 16th student start date (closer to JUHSD start date of August 9th); April 15-19th Spring Break. ACTION

11.c. LCAP and Budget Update (Goal: Governance, Operations)

Minutes:

Will Lucey and Josie Peterson presented the LCAP and Budget Update.

A Board Work Study was held on February 15, 2018 to review the updates. The changes highlighted are: Updated data to demonstrate progress in metrics; Changes made in action descriptors for more clarification; Additional information added in actions to reflect

expenditures for curriculum and instruction; A new template for the LCAP to ensure accessibility.

The PowerPoint Presentation is attached to this agenda item.

Quick Summary:
INFORMATION

11.d. Resolution No. 2018-03-07-I: Ordering a School Bond Election and Authorizing Necessary Actions in Connection Therewith (Goal: Governance, Operations)

Order #60 - Motion Passed: Passed with a motion by Ms. Kathy Shiokari and a second by Ms. Andrea Gould.

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

Minutes:

Dr. Tukloff presented Resolution No. 2018-03-07-I Ordering a School Bond Election and Authorizing Necessary Actions in Connection Therewith.

The General Obligation Bond (GO Bond) is the most common financing mechanism used by California school districts to make capital facility improvements. GO Bonds may be used for school facilities that include furnishings and equipping school facilities under Proposition 39 (e.g., technology, capital facilities improvements, energy efficiency projects). The last GO Bond approved by the voters of Pacifica was in 1997.

The results of a survey revealed a very solid base of voter support for a bond measure in the June 2018 election: 67.5% on the uninformed test, 69.6% on the interim test and 66.2% on the informed test.

After outreach and communication with the Pacifica community, the District recommends to the Trustees to approve Resolution No. 2018-03-07-I to order a school bond election for the June 2018 election and authorizing necessary actions in connection with the Measure.

Janell Jones, parent at Ortega, addressed the Board on this item. She spoke very passionately about the need for this Bond in order to maintain the health and safety of students by keeping up the facilities.

Board comments: We must keep our facilities up just like our homes. Our facilities need to be safe and kept up now and for future students.

A Board Trustee reminded the Board and community that the State does not give districts funds for upkeep of facilities.

Quick Summary:

It is recommended that the Pacifica School District Board of Education Trustees approve Resolution No. 2018-03-07-I: Ordering a School Bond Election and Authorizing Necessary Actions in Connection Therewith.

ACTION

11.e. Kindergarten Lottery Update (LCAP Goal: #3, Operations)

Minutes:

Dr. Avila presented results of the Kindergarten Lottery and Transitional Kindergarten Lottery which were held on February 16, 2018.

The process and results are attached to this agenda item.

Quick Summary:

INFORMATION

11.f. Sixth Grade Lottery Update (LCAP Goal #3, Operations)

Minutes:

Dr. Avila presented information on the Sixth Grade Lottery which was held on January 26, 2018.

The results are listed on the Memorandum attached to this agenda item.

Quick Summary:

INFORMATION

11.g. Projected Enrollment and Staffing (LCAP Goal 1, Operations)

Quick Summary:

INFORMATION

Minutes:

Board comments included: Making sure that a Special Day Class (SDC) remain at Ocean Shore campus as part of the school's climate of inclusive practices. Ray Avila shared that an SDC class will remain on the Ocean Shore campus; Appearance that there are more combination classes than in the past. Ray Avila responded that this is due to the classes shifting during the 2007-2008 school year in which the ratio of students to teacher in the K-3 grade levels became 1/24 from 1/32.

11.h. Resolution No. 2018-03-07-J: Release of Temporary Certificated Employees (Operations)

Order #62 - Motion Passed: Passed with a motion by Ms. Laverne Villalobos and a second by Ms. Kathy Shiokari.

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

Minutes:

Dr. Tukloff presented Resolution No. 2018-03-07-J: Release of Temporary Certificated Employees.

Each school year teachers are released from employment from the district based upon temporary status due to either being of part-time status, not fully credentialed, or in an assignment for a permanent teacher on leave.

Teachers who are released from employment may be rehired for the upcoming school year should there be a need and if they have the proper credential status.

Quick Summary:

It is recommended that the Pacifica School District Board of Education approve Resolution No. 2018-03-07-J: Release of Temporary Certificated Employees.

ACTION

11.i. Resolution No. 2018-03-07-K: Classified Lay-Offs as a Result of Lack of Work and/or Lack of Funds (Operations, Governance)

Order #63 - Motion Passed: Passed with a motion by Ms. Laverne Villalobos 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

Minutes:

Dr. Tukloff presented to the Board of Trustees, Resolution No. 2018-03-07-K Classified Lay-Offs as a Result of Lack of Work and/or Lack of Funds.

Based on staffing needs for the 2018-19 school year a reduction in personnel for lack of work and/or funding must be instituted. The following position shall be reduced or laid off:
Total Amount of FTE Reduction: 1.32 FTE

Paraprofessional - Cabrillo
.63 FTE Lay Off

Psychomotor Paraprofessional - Vallemar (from .38 FTE to .25FTE)
.13 FTE Reduction

School Assistant Ortega
.56 FTE Lay Off

Quick Summary:

It is recommended that the Pacifica School District Board of Education Trustees approve Resolution No. 2018-03-07-K: Classified Lay-Offs as a Result of Lack of Work and/or Lack of Funds.

ACTION

11.j. Certification of Second Interim Financial Report for 2017-2018 (LCAP GOAL: Operations)

Order #64 - 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

Minutes:

Josie Peterson recommended that the Board of Trustees approve the Positive Certification of the 2017-2018 Second Interim Financial Report for the period July 1, 2017 through January 31, 2018 (Form CI) and authorize its filing with the County Superintendent of Schools.

Quick Summary:

It is recommended that the Board or Trustees approve the Positive Certification of the 2017-2018 Second Interim Financial Report for the period July 1, 2017 through January 31, 2018 (Form C1) and authorize its filing with the County Superintendent of Schools.

ACTION

11.k. 2018 CSBA Delegate Assembly Election (Goal: Governance)

Order #65 - Motion Passed: Passed with a motion by Ms. Kathy Shiokari 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

Minutes:

Dr. Tukloff brought forth the 2018 CSBA Delegate Assembly Candidates.

After discussion, the Board of Trustees decided to motion to vote for all three candidates as listed on the Official 2018 Delegate Assembly Ballot, Subregion 5B: Amy Koo, Clayton Koo, and Kalimah Salahuddin.

Quick Summary:

It is recommended that the Pacifica School District Board of Education Trustees vote for three candidates for the 2018 Delegate Assembly for Region 5-Subregion B. ACTION

12. FUTURE AGENDA ITEMS - 9:00 P.M.

Minutes:

Dr. Tukloff reviewed the Future Agenda as listed.

13. ADJOURNMENT - 9:05 P.M.

Minutes:

Trustee Bredall adjourned the meeting at 8:50 PM.

Quick Summary:

NEXT MEETING: March 28, 2018, 7:00 p.m., District Office, 375 Reina del Mar Avenue, Pacifica

- 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