

**Pacifica School District
Reorganization Meeting**
December 07, 2016 7:00 PM
375 Reina Del Mar Avenue

Pacifica, CA 94044

Attendance Taken at 7:00 PM:

Present:

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

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

Minutes:

Trustee Shiokari called the meeting to order at 7:00 P.M.

Trustee Bredall led the flag salute.

Staff present: W. Tukloff, J. Peterson, R. Avila, 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. REORGANIZATION - 7:05 P.M.

2.a. Annual Board Reorganization

2.a.1. Installation of New Board Members

Minutes:

Kathy Shiokari administered the Oath of Office to the new Board Member Jesse Levin and reelected Board Member Andrea Gould.

Quick Summary:

ADMINISTER OATH

Newly Elected Board members Andrea Gould and Jesse Levin, shall be given the State of California Oath or Affirmation of Office.

2.a.2. Election of 2017 Officers (President, Vice President, Clerk, Vice Clerk) and Appointment of Secretary to the Board

Order #15 - Motion Passed: It is recommended that the Board elect Kathy Shiokari President for the 2017 calendar year. Trustee Gould nominated Kathy Shiokari for Board President and seconded by Trustee Bredall.

Passed with a motion by Ms. Andrea Gould and a second by Ms. Elizabeth Bredall.

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

Order #16 - Motion Passed: It is recommended that the Board elect Elizabeth Bredall, Vice President for the 2017 calendar year. Passed with a motion by Laverne Villalobos and seconded by Jesse Levin.

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

Order #17 - Motion Passed: It is recommended that the Board elect Laverne Villalobos, Clerk for the 2017 calendar year. Passed with a motion by Kathy Shiokari and seconded by Elizabeth Bredall.

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

Order #18 - Motion Passed: It is recommended that the Board elect Jesse Levin, Vice Clerk for the 2017 calendar year. Passed with a motion by Andrea Gould and seconded by Elizabeth Bredall

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

Order #19 - Motion Passed: It is recommended that the Board of Trustees appoint Wendy Tukloff, Superintendent, as Secretary to the Board. Passed with a motion by Ms. Elizabeth Bredall and a second by Ms. Laverne Villalobos.

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

Quick Summary:
DISCUSSION/ACTION

2.a.3. Resolution No. 2016-12-07-A for Outgoing Trustee Matthew Levie

Order #20 - Motion Passed: It is recommended that the Board adopt resolution No. 2017-12-07-A Passed with a motion by Ms. Elizabeth Bredall and a second by Ms. Laverne Villalobos.

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

Minutes:
Dr. Tukloff read resolution 2017-12-07-A. Board comments were words of appreciation for Mr. Levie's time and commitment to the Board.

Quick Summary:
DISCUSSION/ACTION

2.a.4. Board Meeting Calendar for 2017

Order #21 - Motion Passed: It is recommended that the Board adopt the Board meeting calendar for the 2017 calendar year. Passed with a motion by Ms. Andrea Gould and a second by Jesse Levin.

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

Minutes:
The tentative Board and Work Study Meeting Calendar was presented.

Trustee Shiokari asked that General Governance be added to the January 11th Work Study Meeting. Dr. Tukloff added that the January 11th Work Study meeting will be a conversation meeting.

Quick Summary:
DISCUSSION/ACTION

2.a.5. Board Member Committee Assignments 2017

Order #22 - Motion Passed: It is recommended that the Pacifica School District Board of Trustees adopt committee assignments for the 2017 calendar year. Passed with a motion by 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

Minutes:

Dr. Tukloff reviewed the Board Member Committee Assignments. The Board discussed and accepted the following Board Committee Assignments for the 2017 calendar year:

District Liaison(s) :

Strategic Plan/LCAP - Ms. Villalobos; Mr. Levin

Audit Review - Ms. Shiokari; Ms. Gould

Pacifica Education Foundation - Ms. Bredall; Ms. Villalobos

Special Education Parent Advisory Committee (SEPAC) - Ms. Shiokari; Mr. Levin

Oddstad Project: Workforce Housing - Ms. Bredall; Ms. Shiokari

District Standing Committee:

Parcel Tax Oversight Committee - Ms. Bredall

Wellness Committee - Ms. Gould

Community Liaison(s) :

Pacifica Collaborative - Ms. Bredall

PSD/JUHSD/City/NCCWD - Ms. Villalobos; Ms. Gould

Professional Community Liaison(s) :

San Mateo County School Boards Association - Ms. Gould; Mr. Levin

Kent Awards - Ms. Gould

Governing Board Representative to the County Committee on School District Organization - Ms. Villalobos

There was also support for Matthew Leview to continue as a community member representative on the Oddstad Project Subcommittee since he was on the committee as a Trustee.

Quick Summary:
DISCUSSION/ACTION

2.a.6. Resolution No. 2016-12-07-B Delegation of Authority

Order #23 - Motion Passed: It is recommended that the Pacifica Board of Trustees approve Resolution No. 2016-12-07-B, Delegation of Authority for the Board of Trustees to the Superintendent for the 2017 calendar year. Passed with a motion by Ms. Laverne Villalobos and a second by Ms. Elizabeth Bredall.

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

Quick Summary:
DISCUSSION/ACTION

3. APPROVAL OF THE MINUTES of November 16, 2016 - 7:25 P.M.

Order #24 - Motion Passed: It is recommended that the Board approve the Minutes of the November 16, 2016 Regular Board Meeting. Passed with a motion by Ms. Andrea Gould and a second by Ms. Laverne Villalobos.

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

Quick Summary:
ACTION

4. APPROVAL OF THE AGENDA AND CONSENT AGENDA - 7:30 P.M.

Order #25 - Motion Passed: It is recommended that the Board approve the Agenda for the December 7, 2016 meeting and all Consent Agenda items. Passed with a motion by Ms. Elizabeth Bredall and a second by Ms. Laverne

Villalobos.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes 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

4.a. Agenda of the December 7, 2016 meeting

Quick Summary:

It is recommended that the Board approve the agenda for the December 7, 2016 meeting. CONSENT/ACTION

4.b. Consideration of Acceptance Warrants

Quick Summary:

It is recommended that the Board approve the attached commercial warrants for the period of 11/2/2016 through 11/23/2016 totaling \$290,704.53.

CONSENT/ACTION

4.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

4.d. Personnel Changes

Quick Summary:

It is recommended that the Board approve the personnel changes as presented.

CONSENT/ACTION

4.e. Approval of Memorandum of Understanding-Pacifica School Volunteers (GOAL: Operations)

Quick Summary:

CONSENT/ACTION

4.f. Overnight Field Trip

Quick Summary:

It is recommended that the Board approve the following overnight

field trip(s) as presented. CONSENT/ACTION

5. COMMUNICATIONS - 7:35 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.

5.a. LSEA (Laguna Salada Education Association)

Minutes:

Patty McNally, LSEA Representative welcomed Mr. Jesse Levin to the Board. She also reported on upcoming events at the school sites.

5.b. CSEA (Classified School Employees Association)

Minutes:

Jerry Newland, CSEA Representative welcomed the new Board and reported how fantastic the SDC programs are in the District.

5.c. People Wishing to Address the Board

Minutes:

None

5.d. Correspondence

Minutes:

None

5.e. Board/Superintendent Communications

Minutes:

The Board reported on events and activities that they have attended and participated in since the last Board meeting including: CSBA Annual Educators Conference, Board Member Dinner, Joint Articulation Meeting, Rockaway Tree Lighting, Special Education Parent Advisory Committee (SEPAC) Meeting, Winter Concert at IBL. The Fog Fest distributed checks and the share to organizations in the District came to \$2,290.00.

Dr. Tukloff reported that Matt Levie received arecognition from Congresswoman Jackie Speier. She welcomed Will Lucey, Executive Director, Educational Support Services.

6. FUTURE AGENDA ITEMS - 7:55 P.M.

Minutes:

A future agenda item was moved to District Business on the agenda. An agenda item was added for the January 11th Board Work Study Meeting.

Dr. Tukloff asked Mr. Levin if he would attend the Ocean Shore Open House in May. Mr. Levin agreed.

7. ADJOURNMENT - 8:00 P.M.

Minutes:

The meeting was adjourned at 7:43 P.M.

Quick Summary:

NEXT MEETING: January 18, 2017, 7:00 p.m., District Office, 375
Reina Del Mar Avenue, Pacifica

Minutes Approved 1/18/2017 - 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