



375 Reina Del Mar Avenue * Pacifica, California * 94044
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Preparing Students for an Evolving World
www.pacificasd.org

BOARD OF TRUSTEES MEETING

Regular Meeting
March 11, 2020 6:00 PM
Sunset Ridge School
Multi-Purpose Room
340 Inverness Drive
Pacifica, CA 94044

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

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.

2. ANNOUNCEMENT OF CLOSED SESSION

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS

4. CLOSED SESSION

4.a. Public Employee Appointment (G.C. 54957, subd.(b)(1))

4.a.1. Title: Special Education and Pupil Services

4.a.2. Title: Human Resources

4.b. Conference with Labor Negotiator Agency Negotiator: Heather Olsen, Superintendent

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

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

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6. REPORT OUT ON CLOSED SESSION TOPICS

Report Out and APPROPRIATE ACTION

7. APPROVAL OF THE MINUTES of February 12, 2020

Dr. Heather Olsen

It is recommended that the Board approve the Minutes of the February 12, 2020 Regular Meeting

ACTION

8. APPROVAL OF THE MINUTES of February 25, 2020

Heather Olsen

It is recommended that the Board approve the Minutes of the February 25, 2020 Special Meeting of the Governing Board.

ACTION

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

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 March 11, 2020 meeting

Dr. Heather Olsen

It is recommended that the Board approve the agenda for the March 11, 2020 Regular meeting.

CONSENT/ACTION

9.b. Consideration of Acceptance Warrants

Josie Peterson

It is recommended that the Board approve the attached commercial warrants for the period of 2/4/2020 through 2/20/2020 totaling \$872,781.88.

CONSENT/ACTION

9.c. Service and Consultant Contract Approvals

Josie Peterson

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

CONSENT/ACTION

9.d. Overnight Field Trips

It is recommended that the Board approve the Overnight Field Trips as presented.

CONSENT/ACTION

9.e. Personnel Changes

Maria Gavidia

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

CONSENT/ACTION

9.f. October 2019 Manual Maintenance (AR 4116 Probationary Permanent Status)(Second Reading)

Maria Gavidia

(Attachment A) October 2019 Manual Maintenance 4000 Series (Second Reading) Board Memo

(Attachment B) AR 4116 Probationary Permanent Status - Use CSBA Sample With Revisions

CONSENT/ACTION

9.g. December 2019 Manual Maintenance 2000 Series (Second Reading)

Heather Olsen

(Attachment A) December 2019 Manual Maintenance 2000 Series (Second Reading) Board Memo

(Attachment B) BP 2121 Superintendent's Contract - Use CSBA Sample As Is

CONSENT/ACTION

9.h. December 2019 Manual Maintenance 3000 Series (Second Reading)

Josie Peterson

(Attachment A) December 2019 Manual Maintenance 3000 Series (Second Reading) Board Memo

(Attachment B) BP 3600 Consultants - Use CSBA Sample As Is

CONSENT/ACTION

9.i. December 2019 Manual Maintenance 6000 Series (Second Reading)

Will Lucey

December 2019 Manual Maintenance 6000 Series (Second Reading)

(Attachment A) December 2019 Manual Maintenance 6000 Series (Second Reading)

(Attachment B) AR 6174 Education for English Learners - Use CSBA Sample As Is

(Attachment C) BP 6143 Course of Study - Use CSBA Sample With Revisions

(Attachment D) AR 6143 Course of Study - Use CSBA Sample With Revisions

CONSENT/ACTION

10. COMMUNICATIONS - 7:10 P.M.

Speakers wishing to address the Board on items on the agenda or not on the agenda, may complete speaker cards and submit them to any member at the staff table. If you are addressing the Board on a non-agenda item, please be aware that the provisions of the Brown Act prohibit the Board from acting or discussing such matters at this meeting. Public comments are limited to three (3) minutes per person per topic.

10.a. LSEA (Laguna Salada Education Association)

10.b. CSEA (Classified School Employees Association)

10.c. People Wishing to Address the Board

10.d. Correspondence

10.e. Board/Superintendent Communications

11. DISTRICT BUSINESS - 7:50 P.M.

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. Certification of Second Interim Financial Report for 2019-2020 (LCAP: Operations)

Josie Peterson

It is recommended that the Board of Trustees approve the Positive Certification of the 2019-2020 Second Interim Financial Report for the period July 1, 2019 through January 31, 2020 (Form CI) and authorize its filing with the County Superintendent of Schools.

ACTION

11.b. Proposed Budget Reductions 2020-2021 (LCAP: Governance)

Josie Peterson

INFORMATION

11.c. Resolution No. 2020-03-11-A Notification to Certificated Administrative Employees of Possible Release, Reassignment or Non- Reelection (Goal: Operations)

Maria Gavidia

It is recommended that the Board approve Resolution No. 2020-03-11-A: Notification to Certificated Administrative Employees of Release, Reassignment or Non-Reelection (Ed Code Section 44954).

ACTION

11.d. Resolution No. 2020-3-11-B Notification to Certificated Employees of Possible Release, Reassignment or Non-Reelection (Goal: Operations)

Maria Gavidia

It is recommended that the Board approve Resolution No. 2020-03-11-B: Resolution No. 2020-03-11-B: Notification to Certificated Employees of Release, Reassignment or Non-Reelection (Ed Code Section 44954).

ACTION

11.e. Resolution No. 2020-3-11-C Release of Temporary Certificated Employees (Goal: Operations) **Maria Gavidia**

It is recommended that the Board approve Resolution No. 2020-03-11-C: Release of Temporary Certificated Employees (Ed Code Section 44954).

ACTION

11.f. Resolution No. 2020-3-11-D Classified Lay-Offs as a Result of Lack of Work and/or Lack of Funds (Goal: Operations) **Maria Gavidia**

It is recommended that the Board approve Resolution No. 2020-03-11-D, a reduction in classified positions for lack of work and/or lack of funds effective June 11, 2020.

ACTION

11.g. Resolution No. 2020-03-11-E: Resolution to Eliminate, Layoff, and or/Reduce the Number of Certificated Employees Due to a Reduction in a Particular Kinds of Services (Goal: Operations) **Maria Gavidia**

It is recommended that the Board approve Resolution No. 2020-03-11-E: Resolution to Eliminate, Layoff, and/or Reduce the Number of Certificated Employees Due to a Reduction in a Particular Kinds of Services (Ed Code Section 44954).

ACTION

11.h. Resolution No. 2020-03-11-F: Non-Reelection of Probationary Certificated Employees (Goal: Operations) **Maria Gavidia**

It is recommended that the Board approve Resolution No. 2020-03-11-F **Notification of Non-Reelection of Probationary Certificated Employees** (Ed Code Section 44929.21(b))

ACTION

11.i. Human Resources Update (LCAP Goal: #1) **Maria Gavidia**

Maria Gavidia will provide the Board of Trustees with an update on hiring in special education teacher position vacancies.

INFORMATION

11.j. Job Description: Director of Special Education and Pupil Services (LCAP Goals: #1, Operations) **Heather Olsen**

It is recommended that the Board of Trustees approve the job description of Director of Special Education and Pupil Services beginning the 2020-2021 school year.

ACTION

11.k. Public Employee Appointment: Director of Special Education and Pupil Services (LCAP Goals: #1, Operations) **Heather Olsen**

It is recommended that the Board of Trustees appoint Dr. Julie Carillo as .8 FTE Director of Special Education and Pupil Services beginning the 2020-2021 school year.

ACTION

11.l. Approval of Form J-13A Request for Allowance of Emergency Conditions (LCAP: Operations) **Josie Peterson**

It is recommended that the Board approve the Form J-13A Request for Allowance of Attendance because of emergency conditions.

ACTION

11.m. Purchase of LCD Displays and Wall Mounted Projectors (LCAP Goal: #1) **Will Lucey**

It is recommended that the Board approve the purchase orders in the amount of \$32,932.32 for 12 Sharp 70" LCD Displays and \$76,275.74 for 21 Casio Short Throw LED wall mounted projectors payable to TROX.com.

ACTION

11.n. Workforce Housing Update (LCAP: Operations) **Josie Peterson**

INFORMATION

11.o. Authorization to Execute the Predevelopment Loan Agreement with the Housing Endowment and Regional Trust (HEART) (LCAP: Operations) **Josie Peterson**

It is recommended that the Board of Trustees authorize the Superintendent or designee to execute the Predevelopment Loan Agreement with the Housing Endowment and Regional Trust (HEART) up to \$697,991.

DISCUSSION/ACTION

11.p. Approval of Contract with Brookwood Program Management LCC for Management and Advisory Services for Development of Workforce Housing at the Oddstad property (LCAP: Operations) **Josie Peterson**

It is recommended that the Board of Trustees approve the contract with Brookwood Program Management LLC for development management and advisory services related to the Entitlement and Environmental Review process for the workforce housing project in the amount of \$476,000.

DISCUSSION/ACTION

11.q. 2020 CSBA Delegate Assembly Election (Goal: Governance) **Heather Olsen**

It is recommended that the Pacifica School District Board of Education Trustees vote for three candidates for the 2020 CSBA Delegate Assembly for Region 5-Subregion B.

DISCUSSION/ACTION

11.r. Board of Trustees Committee/Liaison and School Assignments, 2020 (Goal: Governance) **Heather Olsen**

It is recommended that the Pacifica School District Board of Trustees appoint committee/liaison and school assignments for the 2020 calendar year.

DISCUSSION/ACTION

11.s. Resolution No. 2020-03-11-G: Board Compensation for Missed Meetings (Goal: Governance)

Heather Olsen

It is recommended that the Board of Trustees approve Resolution No. 2020-03-11-F Board Compensation for Missed Meetings.

ACTION

12. BOARD BYLAWS, BOARD POLICIES & ADMINISTRATIVE REGULATIONS

(Goal: Governance) - 9:55 P.M.

12.a. BP 5131 Conduct (From October 2019 Manual Maintenance 5000 Series) (First Reading)

Maria Gavidia

(Attachment A) BP 5131 Conduct (From October 2019 Manual Maintenance) (First Reading) Board Memo

(Attachment B) BP 5131 Conduct - Use CSBA Sample As Is

INFORMATION/DISCUSSION

12.b. December 2019 Manual Maintenance 5000 Series (First Reading)

Maria Gavidia

(Attachment A) December 2019 Manual Maintenance 5000 Series (First Reading) Board Memo

(Attachment B) BP 5116.1 Intradistrict Open Enrollment - Use CSBA Sample With Revisions

(Attachment C) AR 5116.1 Intradistrict Open Enrollment - Use CSBA Sample With Revisions

(Attachment D) BP 5117 Interdistrict Attendance - Use PSD Current With Revisions

(Attachment E) AR 5117 Interdistrict Attendance -Use CSBA Sample With Revisions

(Attachment F) BP 5118 Open Enrollment Act Transfers - CSBA Recommends Delete

(Attachment G) AR 5118 Open Enrollment Act Transfers - CSBA Recommends Delete

(Attachment H) AR 5125 Student Records - Use CSBA Sample With Revisions

(Attachment I) BP 5131.2 Bullying - Use CSBA Sample As Is

(Attachment J) AR 5131.2 Bullying - Use CSBA Sample As Is

(Attachment K) BP 5141.21 Adminstrating Medication and Monitoring Health Conditions - Use CSBA Sample With Revisions

(Attachment L) AR 5141.21 Adminstrating Medication and Monitoring Health Conditions – Use CSBA Sample With Revisions

INFORMATION/DISCUSSION

13. FUTURE AGENDA ITEMS - 10:05 P.M.

Dr. Heather Olsen

14. ADJOURNMENT - 10:10 P.M.

NEXT MEETING: April 11, 2020, 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