



**Pacifica School District  
Regular Meeting**

April 20, 2016 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. Matthew Levie  
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:

Meeting called to order at 6:00 p.m.

Staff present: W. Tukloff, J. Peterson, R. Avila, T. Van Raaphorst, S. Ramirez

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:

Mr. Levie announced Closed Session referring to the items as listed below.

**3. PUBLIC COMMENT ON CLOSED SESSION ITEMS**

**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. 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:

Mr. Levie reconvened to Open Session at 7:00 p.m.

Flag salute was led by Ms. Shiokari.

Staff present: W. Tukloff, R. Avila, J. Peterson, T. Van Raaphorst, S. Ramirez

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.

**6. REPORT OUT ON CLOSED SESSION TOPICS**

Minutes:

Mr. Levie indicated the Board met during Closed Session and No Action Was Taken.

Quick Summary:

Report Out and APPROPRIATE ACTION

**7. APPROVAL OF THE MINUTES of March 2, 2016**

**Motion Passed:** It is recommended that the Board approve the Minutes of the March 2, 2016 Regular Meeting. 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. Matthew Levie

Yes Ms. Kathy Shiokari

Yes Ms. Laverne Villalobos

Quick Summary:

ACTION

It is recommended that the Board approve the Minutes of the March 2, 2016 Regular Meeting.

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

**Motion Passed:** It is recommended that the Board approve the agenda for the April 20, 2016 meeting and all consent agenda items. Passed with a motion by Ms. Elizabeth Bredall and a second by Ms. Andrea Gould.

Yes Ms. Elizabeth Bredall

Yes Ms. Andrea Gould

Yes Mr. Matthew Levie

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

It is recommended that the Board approve the agenda for the April 20, 2016 meeting and all consent agenda items.

**8.a. Agenda of the April 20, 2016 meeting**

Quick Summary:

It is recommended that the Board approve the agenda for the April 20, 2016 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 2/19/16 through 4/1/16 totaling \$1,180,729.54.

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:

CONSENT/ACTION

It is recommended that the Board approve the Personnel Agenda items as presented.

**8.e. Overnight Field Trip Approval**

Quick Summary:

CONSENT/ACTION

It is recommended that the Board approve the overnight field trips as presented.

**8.f. Out of State Travel for Employees**

Quick Summary:

CONSENT/ACTION

It is recommended that the Board approve the out of state travel for employees as presented.

**8.g. Approval of Permit Agreement - Pacifica's Environmental Family (Pacifica Beach Coalition)**

Quick Summary:

CONSENT/ACTION

It is recommended that the Board approve the Permit Agreement between the Pacifica Environmental Family (Pacifica Beach Coalition) and Pacifica School District for the use of storage space at Fairmont.

**8.h. Agreement for Use of Cabrillo Field - Pacifica Girls Softball (LCAP Goal: Operations)**

Quick Summary:

CONSENT/ACTION

It is recommended that the Board approve the agreement between the Pacifica School District and the Pacifica Girls Softball League ("PGSL") for Joint Use and maintenance of the Cabrillo Field.

**8.i. December 2015 Manual Maintenance: 2000 Series (Second Reading)**

Quick Summary:

It is recommended that the Board approve BP 2121 Superintendent's Contract - CSBA Sample As Is.

CONSENT/SECOND READING

**8.j. December 2015 Manual Maintenance: 4000, 5000 Series - Second Reading**

Quick Summary:

SECOND READING

It is recommended that the Board approve the December 2015 Manual Maintenance - 4000, 5000 Series - as presented.

December 2015 Manual Maintenance: 4000, 5000 Series

BP 4030 Nondiscrimination in Employment (Attachment A)  
Approve CSBA Sample With Revisions

AR 4030 Nondiscrimination in Employment (Attachment B)  
Approve CSBA Sample As Is

AR 4031 Complaints Concerning Discrimination in Employment (Attachment C)  
Delete AR 4031

BP 4121 Temporary / Substitute Personnel (Attachment D)  
Approve CSBA Sample As Is

AR 4261.1 Personal Illness/Injury Leave (Attachment E)  
Approve CSBA Sample As Is

AR 5111.12 Residency Based on Parent/Guardian Employment (Attachment F)  
Delete AR 5111.12

BP 5141 Health Care And Emergencies (Attachment G)  
Approve CSBA Sample As Is

AR 5141 Health Care And Emergencies (Attachment H)  
Approve CSBA Sample As Is

**9. RECOGNITIONS - 7:10 P.M.**

**9.a. School Personnel Appreciation Month 2015-2016 Day of the Teacher and Teacher Appreciation Week; and Classified Employee Week (Goal: LCAP #1) (7:10 p.m.)**

**Motion Passed:** It is recommended that the Board approve Resolution No. 2016-04-20-A recognizing May 2 - 6, 2016 as National Teacher Appreciation Week and May 3, 2016 as Day of the Teacher and Resolution No. 2016-04-20-B recognizing May 15 - 21, 2016 as Classified School Employee Week. Passed with a motion by Ms. Andrea Gould and a second by Ms. Kathy Shiokari.

Yes Ms. Elizabeth Bredall

Yes Ms. Andrea Gould

Yes Mr. Matthew Levie

Yes Ms. Kathy Shiokari

Yes Ms. Laverne Villalobos

**Minutes:**

Dr. Avila shared that this is a wonderful time of the year when the District is able to acknowledge the important service provided by the Pacifica School District's dedicated teachers and classified school personnel. The resolutions recognize that May 2nd - 6th is designated by the National PTA as Teacher Appreciation Week, May 3rd designated as Day of the Teacher, and May 15th - 21st is recognized as Classified School Employee Week. Dr. Avila acknowledged that LSEA Co-Presidents Meghann Elsbernd and Gina Arguello and several other teachers were present in the audience as well as CSEA President Sue Beckmeyer, Vice President Jerry Newland, Nicole Sayers, and other CSEA members.

Dr. Avila acknowledged this recognition comes on this one day of the year but recognizes that our teachers and classified personnel are loved and appreciated for all that they do each and every day of the school year.

The Board expressed their sincere thanks to all of the teachers and classified staff. It takes each and every one of you working together to help our students to be the best that they can be.

**Quick Summary:**

**ACTION**

It is recommended that the Board approve Resolution No. 2016-04-20-A recognizing May 2 - 6, 2016 as National Teacher Appreciation Week and May 3, 2016 as Day of the Teacher and Resolution No. 2016-04-20-B recognizing May 15 - 21, 2016 as Classified School Employee Week.

**9.b. Recognition- Heroes in Pacifica School District (Goal: LCAP #7 - School Climate) (7:20 p.m.)**

**Minutes:**

Dr. Tukloff shared Pacifica School District is an extraordinary organization, filled with extraordinary people, doing extraordinary things! Over the past months, individuals in our District demonstrated three true acts of heroism.

Seva Steel, Vice Principal of Ocean Shore School, introduced Gemma Cobb. While doing her job as School Assistant supervising the students at lunch, Gemma noticed student Erik Van Raaphorst was

choking on a piece of pizza crust. Ms. Cobb jumped into action, performed the Heimlich Maneuver dislodging the food thus allowing the student to once again breath, saving his life. Ms. Van Raaphorst was present and able to give a huge hug of thanks to Ms. Cobb.

Anthony Corten, Teacher at Ortega Elementary School, shared the story of Enzo Galligani's heroism. Enzo is a student in Mr. Corten's class, and 9 years old! One warm, beautiful, sunny Pacifica day, Mr. Corten's class was on the playground. Some students ran up to Mr. Corten and shared that Enzo had just performed the Heimlich Maneuver on another student. The week before Enzo's father had taught him how to do this if he saw someone choking. When Enzo noticed his classmate choking he sprain into action coming up behind his friend, performing the Heimlich Maneuver dislodging the piece of granola bar, and his friend started once again to breath. As 9 year old students do, when the offending granola bar shot out of the boy's mouth, the other students stomped on it so that it could never hurt another student!

Dan Lyttle, Principal of Ingrid B. Lacy Middle School, recounted the heroism of Mark Boelter, Claire Harrison, and Allen Seul, all teachers at his school. One day in March, as these three teachers generally do, they went on a walk together before school to the Sharp Park Pier. As she always does, Ms. Harrison was looking out to the water and noticed a surfer waving his arms, first indicating he was alright. But it became clear he was not. These three teachers, aptly described by Mr. Lyttle as valiant, resolute, selfless, went into action. Mr. Boelter went into the water with the surfer's surfboard (found on the beach) and quickly realized the surfer would not be able to maneuver getting onto his board. The surfer was brought to shore, his life saved by these three teachers. The teachers felt it was "no big deal". To the surfer who was struggling in the water for 25+ minutes, and his family, it was a very big deal.

The Board expressed their sincere appreciation to our Heroes.

Quick Summary:  
RECOGNITION/INFORMATION

#### **10. COMMUNICATIONS - 7:30 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:

Gina Arguello, Co-President of LSEA, introduced Sheila Gamble-Dorn, 3rd grade teacher at Ocean Shore, who shared with the Board about Oceans Week. Sheila shared that Oceans Week has been an ongoing event for about 30 years, and is ever-changing. The ocean is the key to our survival. This year's overall topic is Polar Seas, and Oceans Week will be held May 16th through May 25th. Ms. Gamble-Dorn encouraged the Board and all present to attend this wonderful event.

**10.b. CSEA (Classified School Employees Association)**

Minutes:

Nothing at this time.

**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 the last Board meeting including: Ortega Book Fair; Sunset Ridge Open House; Earth Day otter assembly at Vallemar; Farm to School meeting held at Elkus Ranch; LMEC's Home School Program variety show; Ortega site visit; Ocean Shore Diversity Day; Sunset Ridge's Math Night; Masters In Governance - School Finance workshop; San Mateo County School Boards Association Dinner Meeting on Human Trafficking; Math conference in Fresno; Legislative Action Day.

Ms. Shiokari announced Pacifica School Volunteers has hired a new Executive Director, Mr. Patrick Sayres. She also shared regarding her advocacy for children with mobility issues and her determination to communicate with the right person with the Safeway Corp. about the Caroline Carts which accommodate children with mobility issues, and her conversations with Dr. Avila about getting the information out to our families so that they know these carts are available at our local Safeway stores.

Ms. Villalobos indicated she had a discussion with a Terra Nova student regarding alcohol and drugs and is hoping he will come to speak at Pacifica School District's next Board meeting.

Dr. Tukloff shared in addition to attending many of the same things the Board members mentioned, Educational Support Services has been busy organizing the Summer Math Institute for Bridges K-5. This will be a 2-day institute, and the teachers will also be given 2 days to work in the classrooms to get everything organized. The District has started the SBAC testing, and Nelson Sendino is doing a great job keeping the network stable. The Future Chefs competition was held at Vallemar School on March 30th with First Place going to Victoria Fascenda, granddaughter of Barbara Fascenda, School Secretary at Vallemar School!

**11. DISTRICT BUSINESS - 7:40 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](http://www.pacificasd.org), under District Information, Board of Trustees.

**11.a. Pacifica School District Science Plan: Highlighting Computer Science (LCAP Goal: #2, #5) (7:40 p.m.)**

Minutes:

On September 4, 2013, the State Board of Education (SBE) adopted the Next Generation Science Standards for Kindergarten through Grade Twelve. PSD began the conversation regarding NGSS in September 2014 by convening a district-wide Science Committee headed by our Science Specialist, Seva Steel.

In addition to the work on the Science Committee, Ms. Steel has also focused on the middle grade science (grades 6-8). Viewed as the formative years for fostering a new generation of scientists and engineers as well as for academically preparing the students with the skills to be successful in high school, college, careers and citizenship, a more diverse workforce in Science, Technology, Engineering, and mathematics (STEM) careers is the underlying catalyst for this work. Ms. Steel and Christy Novack, Access Equity and Innovation (AEI) Specialist were present to provide the presentation to the Board.

Ms. Steel introduced Science Committee members Samantha Barclay-Saxon, 8th grade teacher at Vallemar and Virginia Szczepaniak, 4/5th Grade teacher at Ocean Shore in attendance to support the presenters.

The current draft of the Pacifica School District Science Plan is attached to the Board Agenda Item on the District's website as well as the Power Point Presentation presented to the Board by Ms. Steel and Ms. Novack.

Ms. Novack presented a video "Pacifica School District: Career Readiness - Computer Science". This video can be accessed within the Power Point Presentation, on the final page, by clicking the Pacifica School District & Pacifica Education Foundation: Computer Science in Middle School clickable link.

After viewing the video, Mr. Levie inquired of Ms. Novack whether the District could set up a You Tube Channel to which we could refer parents and the community to view District created videos such as this one presented tonight, as well as the music video created for Ms. Alessandrone, the General Music Teacher. Ms. Novack indicated she would be happy to set that up.

Quick Summary:  
DISCUSSION

**11.b. Health and Wellness: Wellness Committee Update (Goal: LCAP #5 and #7) (8:10 p.m.)**



Minutes:

Dr. Avila indicated the District's Wellness Committee meets twice annually to review the District's progress and propose any changes. This year Ms. Seva Steel chaired this committee. Ms. Steel and Ms. Jennifer Gray were present to provide the Board with an update and review the committee's recommendations. At this point Ms. Steel realized the Power Point Presentation was not available, but that it had been forwarded to Dr. Avila. Mr. Levie suggested we proceed with the next Board Agenda Item, 11c - Facilities Update, and return to this item following that presentation.

Following the Facilities Update, Ms. Steel and Ms. Gray reviewed the changes requested by the committee to the Wellness Plan:

#1 - Under Nutrition Education add "Schools shall make a connection between school garden and nutritional education"

#2 - Under Other School-based Learning Experiences add "Schools will implement 5th and 7th grade comprehensive sexual education according to California mandate"

#3 - Change the third bullet under Other School-based Learning Experiences to read "Schools will use positive climate reinforcement (SWPBIS) to promote healthy lifestyles, character development, and citizenship through a collaborative process."

#4 - Change the third bullet under Requirement #5 to reflect current status to "Committee members will monitor and maintain established healthier food choices and practices in the district."

#5 - Recommendation is to meet with principals at beginning of 2016-2017 school year to review health and wellness plan, specifically regarding nutritional restrictions for food offered and sold at school sites.

#6 - Update on 7th grade physical fitness and physical education minutes.

Quick Summary:

INFORMATION/DISCUSSION

**11.c. Facilities, Maintenance and Operations Update (Goal: LCAP #1)  
(8:20 p.m.)**

Minutes:

Ms. Peterson indicated Mr. Hashizume, the District's Director of Facilities was present to highlight the accomplishments in Facilities for the past year and to review some projects planned for 2016-2017.

Mr. Hashizume shared with the Board that the accomplishments over the past year are those of Facilities, Maintenance, and Operations (FMO) staff and the leadership at the District Office. He went on to highlight the most interesting and noteworthy projects completed:

#1 - The El Nino preparation - the El Nino season was not as prognosticated, but quite challenging

#2 - New play structure in upper grade play yard at Vallemar installed in January 2016

#3 - Installed additional bike and skateboard racks: IBL, Sunset Ridge, Vallemar, and Cabrillo (last phase of the first Safe Routes to School grant)

#4 - Drought water management plan - 5th year of a drought in California

- o Installation of rain barrels at sites

- o Elimination of field watering during El Nino season

- o Alternate cleaning methods to reduce water usage about 4% over 2014-15 winter consumption

#5 - Staffing - this was something Mr. Hashizume and Ms. Peterson had prioritized from the time Mr. Hashizume started with the District

#6 - Lead Custodian position filled April 2016 - to improve custodial service levels and ensure evening staff safety at the sites

#7 - Maintenance/Custodial floater filled August 2015 - to improve maintenance service response and maintain custodial service levels during staff absences

Project planned for 2016-17 - again, these are the most interesting and noteworthy projects:

#1 - Ocean Shore roof replacement for A, B, and C wings - summer 2016

#2 - Ingrid B. Lacy exterior painting - summer 2016

#3 - District-wide UHF radio system to replace existing satellite radio system - fall 2016

#4 - Continue work on Oddstad Workforce Housing Project

#5 - Repaint Sunset Ridge parking lot for improved traffic flow

#6 - Review student storage for middle school grades 6-8

Ms. Peterson indicated Ocean Shore Roof and IBL Painting are currently going to Bid.

Quick Summary:

INFORMATION/DISCUSSION

**11.d. Classified Lay-Off as a Result of Lack of Work and/or Lack of Funds (Goal: Operations) (8:40 p.m.)**

**Motion Passed:** It is recommended that the Board approve Resolution No. 2016-04-20-C, a reduction in classified positions for lack of work and/or lack of funds effective October 10, 2016. Passed with a motion by Ms. Kathy Shiokari and a second by Ms. Laverne Villalobos.

Yes Ms. Elizabeth Bredall  
Yes Ms. Andrea Gould  
Yes Mr. Matthew Levie  
Yes Ms. Kathy Shiokari  
Yes Ms. Laverne Villalobos

Minutes:

The 2016-2017 school year will result in a reduction in personnel for lack of work and/or funds for the .81 FTE position of Satellite Kitchen Assistant at IBL. The employee that will be laid off will be determined after affected employees exercise their "Displacement Rights" (bumping) as per section 18.6 of the Collective Bargaining Agreement between the District and CSEA. This process will be concluded prior to the Board Meeting by October 7, 2016. Employees who are laid off have, as per the contract and Education Code, 39-month rehire rights.

Quick Summary:

ACTION

It is recommended that the Board approve Resolution No. 2016-04-20-C, a reduction in classified positions for lack of work and/or lack of funds effective October 10, 2016.

**11.e. Revised Job Description: Executive Assistant (Goal: LCAP #1) (8:45 p.m.)**

**Motion Passed:** It is recommended that the Board approve the revised job description for the position of Executive Assistant. Passed with a motion by Ms. Andrea Gould and a second by Ms. Elizabeth Bredall.

Yes Ms. Elizabeth Bredall  
Yes Ms. Andrea Gould  
Yes Mr. Matthew Levie  
Yes Ms. Kathy Shiokari  
Yes Ms. Laverne Villalobos

Minutes:

Dr. Avila indicated this position will become vacant as of June 30, 2016 due to the retirement of Sandy Ramirez. The current job description has not been revised since the year 2000.

Dr. Avila announced the District has completed the hiring process and as of 4/21/16 Susanne Campos has been chosen as the next Executive Assistant to the Superintendent.

Quick Summary:

ACTION

It is recommended that the Board approve the revised job description for the position of Executive Assistant.

**11.f. Request by City of Pacifica: Library Advisory Committee(LAC)Representative (Goal: Governance) (8:50 p.m.)**

**Motion to Amend Passed:** To amend the motion from: "It is recommended that the Pacifica School District Board of Trustees select a representative to serve on the City of Pacifica Library Advisory Committee (LAC) or direct the Superintendent to assign a staff member. " to: "It is recommended that the Pacifica School District

Board of Trustees nominate Laverne Villalobos as the District representative to serve on the City of Pacifica Library Advisory Committee (LAC). " Passed with a motion by Ms. Andrea Gould and a second by Ms. Kathy Shiokari.

Yes Ms. Elizabeth Bredall

Yes Ms. Andrea Gould

Yes Mr. Matthew Levie

Yes Ms. Kathy Shiokari

Abstain Ms. Laverne Villalobos

Minutes:

On March 30, 2016, Board President Matthew Levie received communication from the City of Pacifica requesting a representative from the Pacifica School District to serve on the newly created Library Advisory Committee. Mr. Villalobos indicated she would like to volunteer to be the District's representative on this committee. The Board voted 4-0 in favor, with Ms. Villalobos abstaining.

Quick Summary:

ACTION

It is recommended that the Pacifica School District Board of Trustees select a representative to serve on the City of Pacifica Library Advisory Committee (LAC) or direct the Superintendent to assign a staff member.

**11.g. CSBA Legislative Action Day (Goal: Governance) (8:55 p.m.)**

Minutes:

The California School Boards Association asked all members to join them in Sacramento for CSBA's Legislative Action Day on Tuesday, March 15th. Pacifica School District was represented by Board President Matthew Levie and Board Member Elizabeth Bredall. They were joined by Jefferson Union High School District Board Members Kalimah Salahuddin and Andy Lie. Ms. Bredall shared a recap of their day. They met with Speaker Pro Tem Kevin Mullin, and representatives from Senator Jerry Hill's and Senator Mark Leno's offices. The topics covered included: 1) The need to raise the reserve cap from 6% to possibly 17%; 2) Charter Schools; 3) Early education budget; and 4) Teacher shortages in California and possible ways to mitigate. Mr. Levie not only felt the legislative representatives from San Mateo County were highly engaged and supportive of education, but that they very much wanted to focus their efforts where they felt they could make a difference.

Quick Summary:

DISCUSSION

**11.h. Endorsement for Jefferson Union High School District, Measure E (Goal: Governance) (9:00 p.m.)**

**Motion Passed:** It is recommended that the Pacifica School District, Board of Education endorse the Jefferson Union High School District, Measure E as placed on the June 7, 2016 Election Ballot. 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. Matthew Levie

Yes Ms. Kathy Shiokari  
Yes Ms. Laverne Villalobos

Minutes:

Dr. Tukloff indicated the findings of the survey conducted by Godbe Research and TBWB Strategies in the fall of 2015 to determine potential support for a parcel tax measure for Pacifica School District indicated there was strong support, with Jefferson Union High School District also running on the same ballot, to maintain our current level of educational program in Pacifica School District. As part of the District's ongoing positive collaboration with Jefferson Union High School District, District staff brought forward to the Board an endorsement of JUHSD's Measure E which will be placed on the June 7, 2016 Ballot along with Pacifica School District's Measure D.

Quick Summary:

ACTION

It is recommended that the Pacifica School District, Board of Education endorse the Jefferson Union High School District, Measure E as placed on the June 7, 2016 Election Ballot.

**11.i. 3rd Quarter Report on Williams Uniform Complaints (GOAL: Operations) (9:05 p.m.)**

Minutes:

Ms. Peterson indicated there were no complaints filed with any school in the Pacifica School District during the 3rd Quarter (January 1, 2016 - March 31, 2016).

Quick Summary:

INFORMATION

**12. BOARD BYLAWS, BOARD POLICIES & ADMINISTRATIVE REGULATIONS - 9:10 P.M.**

**12.a. December 2015 Manual Maintenance: 6000 Series (First Reading) (9:10 p.m.)**

Minutes:

No changes requested by the Board.

Quick Summary:

FIRST READING

December 2015 Manual Maintenance: 6000 Series

BP 6142.1 Sexual Health and HIV/AIDS Prevention Instruction  
(Attachment A)  
Use CSBA Sample with Revisions

AR 6142.1 Sexual Health and HIV/AIDS Prevention Instruction  
(Attachment B)  
Use CSBA Sample with Revisions

BP 6173 Education For Homeless Children (Attachment C)  
Use CSBA Sample As Is

AR 6173 Education For Homeless Children (Attachment D)  
Use CSBA Sample with Revisions

AR 6173.1 Education For Foster Youth (Attachment E)  
Use CSBA Sample with Revisions  
BP 6179 Supplemental Instruction (Attachment F)  
Use CSBA Sample with Revisions

### **13. FUTURE AGENDA ITEMS - 9:15 P.M.**

#### **Minutes:**

Dr. Tukloff indicated she would work with Ms. Villalobos regarding the possibility of a JUHSD student speaking at PSD's next Regular Board meeting; she also indicated Farm to School will be added to the Child Nutrition Update 5/11/16. Mr. Levie indicated there was a possible item to add to the July 6th meeting. Mr. Levie also indicated the next round of Manual Maintenance is here and he suggested the Board review all of those policies for First Reading during the June 15, 2016 Regular Meeting.

### **14. ADJOURNMENT - 9:20 P.M.**

#### **Minutes:**

Mr. Levie shared the Board would like to adjourn this meeting in memory of two members of the Pacifica School District community that we recently lost:

1) On March 8th Pacifica School District lost a precious student of Cabrillo School, young Bella Hung. Bella fought a valiant fight with leukemia. The entire District mourns her loss.

2) On March 16th we lost our employee and friend David Grillone. Most recently David worked as school custodian at Ocean Shore. He was loved by the students and staff he served. His co-workers and friends mourn his loss.

Mr. Levie adjourned the meeting at 9:12 p.m.

#### **Quick Summary:**

NEXT MEETING: May 11, 2016, 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](http://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

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Clerk

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Superintendent