



375 Reina Del Mar Avenue \* Pacifica, California \* 94044  
(650) 738-6600 \* (650) 557-9672 (fax)  
*Preparing Students for an Evolving World*  
[www.pacificasd.org](http://www.pacificasd.org)

## BOARD OF TRUSTEES MEETING

Regular Meeting  
May 11, 2016 7:00 PM  
375 Reina Del Mar Avenue  
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. As a community service, Pacifica Community Television (PCT) records and broadcasts meetings.

### **2. ANNOUNCEMENT OF CLOSED SESSION**

### **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)**

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

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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**

Report Out and APPROPRIATE ACTION

**7. APPROVAL OF THE MINUTES of April 20, 2016**

**Wendy S. Tukloff**

ACTION

It is recommended that the Board approve the Minutes of the April 20, 2016 Regular Meeting.

**8. 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

**8.a. Agenda of the May 11, 2016 meeting**

**Wendy S. Tukloff**

*It is recommended that the Board approve the agenda for the May 11, 2016 Regular meeting.*

CONSENT/ACTION

**8.b. Consideration of Acceptance Warrants**

**Josie Peterson**

It is recommended that the Board approve the attached commercial warrants for the period of 4/5/16 through 4/27/16 totaling \$787,284.65.

CONSENT/ACTION

**8.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

**8.d. Personnel Changes**

**Ray Avila**

It is recommended that the Board approve the Personnel Items as presented.

ACTION

**8.e. Internship Agreement Between the District and Brandman University (Consent)**

**Ray Avila**

It is recommended that the Board approve the Contract to place Interns between the District and Brandman University in effect during the 2016-2018 academic years.

*CONSENT/ACTION*

**8.f. December 2015 Manual Maintenance: 6000 Series Wendy S. Tukloff  
(Second Reading)**

It is recommended the Pacifica School District Board of Trustees approve the Board Policies: 6000 series as listed.

*CONSENT/ACTION*

December 2015 Manual Maintenance: 6000 Series

BP 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction  
(Attachment A)

It is recommended the Board Approve CSBA Sample with Revisions.

AR 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction  
(Attachment B)

It is recommended the Board Approve CSBA Sample with Revisions.

BP 6173 - Education For Homeless Children (Attachment C)

It is recommended the Board Approve CSBA Sample As Is.

AR 6173 - Education For Homeless Children (Attachment D)

It is recommended the Board Approve CSBA Sample with Revisions.

AR 6173.1 - Education For Foster Youth (Attachment E)

It is recommended the Board Approve CSBA Sample with Revisions.

BP 6179 - Supplemental Instruction (Attachment F)

It is recommended the Board Approve CSBA Sample with Revisions.

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

**9.a. Resolutions of Appreciation for Retiring Teachers and Classified Staff (Goal: LCAP #1) (7:10 p.m.) Ray Avila**

It is recommended that the Board approve Resolutions No. 2016-05-11-A through 2016-05-11-F for the following retirees: Vicky Blume, Cathy Dutto, Annette Holthaus, Sandra Ramirez, Sandra Sutter, and Ellen Vogel.

*DISCUSSION/ACTION*

*RECEPTION for RETIREES follows*

**10. COMMUNICATIONS - 7:30 P.M.**

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)**

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

**11.a. Child Nutrition Update (Goal: LCAP #7) (7:40 p.m.)**

**Josie Peterson**

*DISCUSSION/ACTION*

**11.b. Ocean Shore Roof Bid (Goal: Operations)(7:50 p.m.)**

**Josie Peterson**

It is recommended that the Board authorize staff to enter into contract with the lowest responsible bidder for the Ocean Shore Roofing project.

*ACTION*

**11.c. Ingrid B Lacy Painting Bid Results (Goal: Operations) (8:00 p.m.)**

**Josie Peterson**

It is recommended that the Board authorize staff to enter into contract with the lowest responsible bidder for the Ingrid B. Lacy painting project.

*ACTION*

**11.d. Educational Support Services Update (Goal: Operations) (8:05 p.m.)**

**Wendy S. Tukloff**

*INFORMATION/DISCUSSION*

**11.e. Science Plan (Goal: LCAP #2, #5) (8:20 p.m.)**

**Wendy S. Tukloff**

It is recommended that the Pacifica School District Board of Trustees approve the Science Plan that serves as a curriculum companion document that aligns with the Strategic Plan.

*ACTION*

**11.f. Project Based Learning (Goal: LCAP #2, #5, #7 and Governance) (8:25 p.m.)**

**Wendy S. Tukloff**

*INFORMATION/DISCUSSION*

**11.g. Job Description: Lead Technology Support Technician (Goal: LCAP #1) (8:45 p.m.)**

**Tina Van Raaphorst**

It is recommended that the Board approve the new job description for the Lead Technology Support Technician.

*ACTION*

**11.h. Job Description: Library Media Technician Tina Van Raaphorst  
(Goal: LCAP #1) (8:50 p.m.)**

*ACTION*

It is recommended that the Board approve the new job description for the Library Media Technician.

**11.i. Job Description: World Language, Spanish K-8 Ray Avila  
Teacher (Goal: LCAP #1) (8:55 p.m.)**

It is recommended that the Board approve the new job description for the World Language, Spanish K-8 teacher position.

*ACTION*

**11.j. Revised Job Description: Mental Health Ray Avila  
Counselor (Goal: LCAP #1) (9:00 p.m.)**

It is recommended that the Board approve the revised job description for the position of Mental Health Counselor.

*ACTION*

**11.k. Declaration of Need for Fully Qualified Ray Avila  
Educators 2016-2017 (Goal: LCAP #1) (9:05 p.m.)**

It is recommended that the Board adopt a Declaration of Need for Fully Qualified Educators for the 2016-2017 school year. This Declaration allows the flexibility, should unforeseen circumstances arise, to fill a teaching position with a teacher not fully credentialed.

*ACTION*

**11.l. 3rd Quarter Report of Interest Earned (Goal: Josie Peterson  
Governance) (9:10 p.m.)**

*INFORMATION*

**12. FUTURE AGENDA ITEMS - 9:15 P.M. Wendy S. Tukloff**

**13. ADJOURNMENT - 9:20 P.M.  
NEXT MEETING: June 1, 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