



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

BOARD OF TRUSTEES MEETING

Regular Meeting
August 03, 2016 7:00 PM
375 Reina Del Mar Avenue
Pacifica, CA 94044

1. OPEN SESSION - 7:00 P.M. - CALL TO ORDER, FLAG SALUTE, 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. APPROVAL OF THE MINUTES of June 15, 2016 and June 29, 2016

**Wendy S.
Tukloff**

ACTION

3. 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

3.a. Agenda of the August 3, 2016 meeting

**Wendy S.
Tukloff**

It is recommended that the Board approve the agenda for the August 3, 2016 Regular meeting.

CONSENT/ACTION

3.b. Consideration of Acceptance of Warrants

**Josie
Peterson**

It is recommended that the Board approve the attached commercial

warrants for the period of
06/03/16 through 7/20/16 totaling \$1,450,594.26.
CONSENT/ACTION

3.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

3.d. Personnel Changes

Ray Avila

It is recommended that the Board approve Personnel Changes as presented by staff.

CONSENT/ACTION

3.e. Overnight Field Trip Approval

**Tina
VanRaaphorst**

It is recommended that the Board approve the following overnight field trip(s)

CONSENT/ACTION

3.f. Approval of Contract for Life Steps Foundation

**Josie
Peterson**

It is recommended that the Board of Trustees approve the 2016-2017 contract with the Life Steps Foundation Children and Family Services for use of space at Linda Mar Educational Center.

CONSENT/ACTION

3.g. Approval of Permit Agreement – Pacifica Martial Arts Club

**Josie
Peterson**

It is recommended that Governing Board approve the renewal of the agreement between the Pacifica School District and the Pacifica Martial Arts Club for use of a room at the Linda Mar Educational Center.

CONSENT/ACTION

3.h. Approval of Contract with Temporary Tot Tending

**Josie
Peterson**

It is recommended that the Board of Trustees approve the 2016-2017 Contract for Extended Day Care and Preschool Services with Temporary Tot Tending, Inc.

CONSENT/ACTION

3.i. Permit Agreement – The Kateri Tekakwitha Fund

**Josie
Peterson**

It is recommended that the Board of Trustees approve the 2016-2017 Permit Agreement between the Kateri Tekakwitha Fund and the Pacifica School District for the use of unused portable space at Linda Mar Educational Center.

CONSENT/ACTION

3.j. Permit Agreement Pacifica Weight Lifters

Josie

Peterson

It is recommended that the Board of Trustees approve the renewal of a permit agreement between the Pacifica Recreational Weightlifting Club and the Pacifica School District for use of building space at Linda Mar Educational Center.

CONSENT/ACTION

3.k. Approval of Memorandum of Understanding between the District and Youth Services Bureau Contracted Services

Ray Avila

It is recommended that the Board approve the Memorandum of Understanding between the District and the Youth Services Bureau of the Urban Services Branch of the YMCA of San Francisco.

CONSENT/ACTION

3.l. Approval Of Memorandum of Understanding Between PSD and SBPSD for Adaptive Physical Education Services

Ray Avila

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

CONSENT/ACTION

3.m. March 2016 Manual Maintenance and Minor Revisions - 1000, 6000 Series (Second Reading)

Wendy Tukloff

SECOND READING

March 2016 Manual Maintenance and Minor Revisions: 1000, 6000 Series

(Attachment A) BP 1312.3 Uniform Complaint Procedures
Use CSBA Sample with Revisions

(Attachment B) AR 1312.3 Uniform Complaint Procedures
Use CSBA Sample with Revisions

(Attachment C) BP 6142.7 Physical Education And Activity
Use CSBA Sample with Revisions

(Attachment D) AR 6142.7 Physical Education And Activity
Use CSBA Sample with Revisions

(Attachment E) BP 6152 Class Assignment
Use CSBA Sample with Revisions

(Attachment F) AR 6162.51 State Academic Achievement Tests
Use CSBA Sample with Revisions

(Attachment G) BP 6164.2 Guidance/Counseling Services
Use CSBA Sample with Revisions

(Attachment H) AR 6173.2 Education Of Children Of Military Families -
Minor Revision
Use PSD with Addition

3.n. March 2016 Manual Maintenance and Minor Revisions - 3000, 7000 Series (Second Reading)

Josie Peterson

SECOND READING

March 2016 Manual Maintenance and Minor Revisions - 3000 Series

(Attachment A1 & A2) BP 3553 - Free and Reduced Price Meals
Use CSBA Policy As Is

(Attachment A3 & A4) AR 3553 - Free and Reduced Price Meals
Use CSBA Policy As Is

(Attachment A5 & A6) BP 3270 - Sale & Disposal of Books, Equipment and Supplies
Use PSD Policy with Minor Revisions

(Attachment A7 & A8) AR 3550 – Food Service/Child Nutrition Program
Use PSD Policy with Minor Revisions

(Attachment A9 & A10) AR 7111 – Evaluating Existing Buildings
Use CSBA Sample As Is

**3.o. March 2016 Manual Maintenance: 4000, 5000 Series
(Second Reading)**

Ray Avila

SECOND READING

March 2016 Manual Maintenance: 4000, 5000 Series

(Attachment A) AR 4161.1 Personal Illness Injury Leave
Approve CSBA Sample As Is

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

(Attachment C) AR 4361.1 Personal Illness Injury Leave
Approve CSBA Sample with Revisions Accepted

(Attachment D) AR 4161.2 Personal Leaves
Approve CSBA Sample As Is

(Attachment E) AR 4261.2 Personal Leaves
Approve CSBA Sample As Is

(Attachment F) AR 4361.2 Personal Leaves
Approve CSBA Sample As Is

3.p. E 4040 - Employee Use of Technology (Second Reading)

Ray Avila

SECOND READING

E 4040 Employee Use of Technology

(Attachment A) BP 4040 Employee Use of Technology

(Attachment B) PSD Acceptable Use Policy - Revised

(Attachment C) Addendum to Technology Use Policy for Employees and other Non-Student Users

(Attachment D) Summary of PSD Technology Acceptable Use Policy

3.q. BP 5141.41 and AR 5141.41 - Sexual Misconduct and Abuse in Schools (Second Reading) **Ray Avila**
SECOND READING

(Attachment A) BP 5141.41 Prevention of Sexual Misconduct and Abuse in Schools
Use As Is

(Attachment B) AR 5141.41 Prevention of Sexual Misconduct and Abuse in Schools
PSD Current Policy with Revisions

4. COMMUNICATIONS - 7:10 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.

4.a. LSEA (Laguna Salada Education Association)

4.b. CSEA (Classified School Employees Association)

4.c. People Wishing to Address the Board

4.d. Correspondence

4.e. Board/Superintendent Communications

5. DISTRICT BUSINESS - 7:20 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.

5.a. Approval of Contract Amendment with Andy's Roofing Company (Goal: Operations)

**Josie
Peterson**

It is recommended that the Board of Trustees approve a further change order to the contract with Andy's Roofing Company to increase the amount payable under Andy's Roofing Company contract with the District for a total contract of \$412,906.

ACTION

6. BOARD BYLAWS, BOARD POLICIES & ADMINISTRATIVE REGULATIONS (Goal: Governance) - 7:30 P.M.

6.a. April 2016 Special Release - 3000 Series (First Reading) - (7:30 P.M.)

**Josie
Peterson**

FIRST READING

April 2016 Special Release - 3000 Series

(Attachment A1 & A2) BP 3515.2 Disruptions
Use CSBA Sample As Is

(Attachment A3 & A4) AR 3515.2 Disruptions
Use CSBA Sample As Is

(Attachment A5) BP 3515.7(a) Firearms on School Grounds
Use CSBA Sample with Revisions (Provided by County Counsel)

(Attachment A5) E(1) 3515.7(a) Firearms on School Grounds
Use CSBA Sample with Revisions (Provided by County Counsel)

(Attachment A5) E(2) 3515.7(a)(b)(c) Firearms on School Grounds
Use CSBA Sample with Revisions (Provided by County Counsel)

**6.b. May 2016 Board Manual Maintenance and Minor
Revisions - 3000 Series (First Reading) - (7:35 P.M.)**
FIRST READING

**Josie
Peterson**

May 2016 Manual Maintenance and Minor Revisions 3000 Series

(Attachment A1 & A2) AR 3314 Payment for Goods and Services
Use PSD Policy with Minor Revisions

(Attachment A4 & A5) AR 3311 Bids
Use CSBA Policy with Revisions

(Attachment A6 & A7) BP 3311 Bids
Use CSBA Policy with Revisions

Attachment A8 & A9) BP 3541.2 Transportation for Students with
Disabilities
Use CSBA Sample As Is

(Attachment A10) AR 3541.2 Transportation for Students with
Disabilities
Delete AR 3541.2

(Attachment 11) BP 3580 District Records
Use CSBA Policy As Is

(Attachment 12) AR 3580 District Records
Use CSBA Policy As Is

**6.c. May 2016 Manual Maintenance - Minor Revisions: 4000,
5000 Series (First Reading) - (7:40 P.M.)**
FIRST READING

Ray Avila

May 2016 Manual Maintenance – Minor Revisions: 4000, 5000 Series

(Attachment A) BP 4030 Nondiscrimination in employment
PSD
Use Current Policy with revisions

(Attachment B) AR 4112 Appointment and conditions of Employment
PSD
Use Current Policy with Revisions

(Attachment C) BP 4112.21 Interns PSD
Use Current Policy with revisions

(Attachment D) AR 4112.23 Special Education Staff PSD
Use Current Policy with revisions

(Attachment E) E 4112.9 Employee Notifications PSD Certificated
Use Current Policy with revisions

(Attachment F) E4212.9 Employee Notifications PSD Classified
Use Current Policy with revisions

(Attachment G) E4312.9 Employee Notifications PSD Management
Use Current Policy with revisions

(Attachment H) BP4117.13 Early Retirement Option CSBA Certificated

Use CSBA Sample with revisions

(Attachment I) BP4317.13 Early Retirement Option CSBA Sample
Management
Use CSBA Sample with revisions

(Attachment J) AR5141.4 Child Abuse Prevention and Reporting
Use Current Policy with revisions

6.d. May 2016 Manual Maintenance: 4000 and 5000 Series Ray Avila
(First Reading) - (7:45 P.M.)

FIRST READING

May 2016 Manual Maintenance: 4000, 5000 Series

(Attachment A) AR 4112.24 Teacher Qualifications Under the No Child
Left Behind Act
Delete AR 4112.24 per CSBA Recommendation

(Attachment B) E 5145.6 Parent Notifications
Use CSBA Sample with Revisions

(Attachment B1) E 5145.6 Parental Notifications
Current PSD Policy

6.e. May/June 2016 Manual Maintenance and Minor
Revisions - 0000, 1000, 6000, 9000 Series (First Reading) -
(7:50 P.M.)

Wendy
Tukloff

FIRST READING

May/June 2016 Manual Maintenance and Minor Revisions

(Attachment A) AR 6158 Independent Study
Use PSD Current with Revisions

(Attachment B) AR 6171 Title I Programs
Use PSD Current with Revisions

(Attachment C) E 9323.2 Actions By The Board
Use PSD Exhibit with Revisions

(Attachment D) E 0420.41 Charter School Oversight
Use CSBA Sample As Is

(Attachment G) BB 9222 Resignation
Use CSBA Sample As Is

(Attachment H) BB 9270 Conflict of Interest
Use CSBA Sample As Is

(Attachment I) E 9270 Conflict of Interest
Use PSD Exhibit with Revisions

(Attachment J) BB 9321 Closed Session Purposes and Agendas
Use CSBA Sample As Is

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

**Wendy S.
Tukloff**

8. ADJOURNMENT - 8:00 P.M.

NEXT MEETING: August 24, 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. 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.