



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

## BOARD OF TRUSTEES MEETING

Regular Meeting  
August 24, 2016 7:00 PM  
375 Reina Del Mar Avenue  
Pacifica, CA 94044

### **1. OPEN SESSION - 5:00 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 Real Property Negotiators**

**Wendy Tukloff**

Property: Oddstad School Site, 930 Oddstad Boulevard, Pacifica CA

Agency Negotiator: Wendy S. Tukloff, Superintendent

Negotiating Parties: Habitat for Humanity and Pacifica School District

Under Negotiations: Price and terms of sale

#### **4.b. Conference with Labor Negotiator Agency**

**Negotiator: Wendy S. Tukloff, Superintendent**

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

**8.e. Credential Internship Agreement between the District and Alliant International University**

**Ray Avila**

It is recommended that the Board approve the Interagency Agreement to place Credentialed Interns between the District and Alliant International University, in effect for the period from August 1, 2016 through July 31, 2021. This contract has been updated to address new regulations pursuant to California Ed Code 44321 regarding the support and supervision of interns.

*CONSENT/ACTION*

**8.f. Approval of Resolution 2016-08-24-A Workers Compensation Benefits for Volunteer Workers**

**Josie Peterson**

It is recommended that the Board of Trustees approve Resolution 2016-08-24-A Worker's Compensation Benefits for Volunteer Workers.

*CONSENT/ACTION*

**8.g. Declaration of Surplus Equipment**

**Josie Peterson**

It is recommended that the Board declare the following equipment as surplus:

1998 Ford Econoline 150 Van – Vin #: 1FTRE1425WHC07813 - License #: 1001640

*CONSENT/ACTION*

**8.h. April 2016 Special Release - 3000 Series (Second Reading)**

**Josie Peterson**

*SECOND READING*

It is recommended that the Board approve the CSBA April 2016 Manual Maintenance:

(Attachment A) Board Memo April 2016 Special Release

(Attachment B) BP3515.2 use CSBA Sample

(Attachment C) AR3515.2 use CSBA Sample

(Attachment D) BP3515.7 Use CSBA Sample

*CONSENT/ACTION*

**8.i. May 2016 Manual Maintenance and Minor Revisions- Wendy S. Tukloff 0000, 1000, 60000, 90000 Series (Second Reading)**

*SECOND READING*

It is recommended that the Pacifica School District Board of Trustees approve the May 2016 Manual Maintenance and Minor Revisions:



(Attachment B) BP4030 Nondiscrimination in Employment - Use Current PSD Policy with Revisions

(Attachment C) AR4112 Appointment and Conditions of Employment - Use Current PSD Policy with Revisions

(Attachment D) BP4112.21 Interns - Use Current PSD Policy with Revisions

(Attachment E) AR4112.23 Special Education - Staff - Use Current PSD Policy with Revisions

(Attachment F) AR4112.24 Teacher Qualifications Under The No Child Left Behind Act - Delete per CSBA Recommendation

(Attachment G) E4112.9 Employee Notifications -Certified - Use Current PSD Policy with Revisions

(Attachment H) E4212.9 Employee Notifications - Classified - Use Current PSD Policy with Revisions

(Attachment I) E4312.9 Employee Notifications - Management - Use Current PSD Policy with Revisions

(Attachment J) BP4117.13 Early Retirement Option - Certificated - Use CSBA Sample with Revisions

(Attachment K) BP4317.13 Early Retirement Option - Management - Use CSBA Sample with Revisions

*CONSENT/ACTION*

**8.I. June 2016 Manual Maintenance - 9000 Series  
(Second Reading)**

**Wendy S. Tukloff**

*SECOND READING*

June 2016 Manual Maintenance - 9000 Series

(Attachment A ) Board Memo JUne 2016 Manual Maintenance

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

*CONSENT/ACTION*

**9. 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.

**9.a. LSEA (Laguna Salada Education Association)**

**11.e. Operations Plan Update Goals #1 and #3)- 7:55 P.M. Wendy S. Tukloff**

The Pacifica School District Strategic Plan: 21<sup>st</sup> Century Learning, adopted in 2010-11, provides the foundation for our work as evidenced through our Companion Plans: Curriculum Plans, Support Plans and Operational Plans as well as our Local Control Accountability Plan (LCAP).

*INFORMATION/DISCUSSION*

**11.f. Resolution 2016-08-24-B: Conflict of Interest (Governance) - 8:05 P.M. Wendy S. Tukloff**

It is recommended the Pacifica School District Board of Trustees approve Resolution 2016-08-24-B: Conflict of Interest

*ACTION*

**11.g. Trustee School Assignment 2016-17 (Governance) Wendy S. Tukloff - 8:10 P.M.**

The Pacifica School District Board of Trustees assigns themselves to a particular school with the intent for a Trustee to gain a deeper understanding about the school community. Each year the Trustees change school assignments. The assigned schools will be noted on the District web-page. Potential areas of responsibility could include: 1. Community contact person, should communication with a Trustee be needed 2. In-depth understanding of the Single Plan for Student Achievement 3. Attendance to school events and occasional on-site visits.

This assignment does not preclude other Trustees to attend school activities that they are not assigned.

*INFORMATION/DISCUSSION*

**11.h. 4th Quarter Report on Williams Complaints (Operations) - 8:20 P.M. Josie Peterson**

As part of the Williams Settlement, the Pacifica School District must submit a Quarterly Report on Williams Uniform Complaints [Education Code § 35186] to the San Mateo County Office of Education. Attached is the 4th Quarter Report on Williams Uniform Complaints.

*INFORMATION*

**11.i. Call for Nominations for Directors-At-Large Asian/Pacific Islander and Hispanic (Governance)- 8:25 P.M. Wendy S. Tukloff**

Nominations for CSBA Director-at-Large Asian/Pacific Islander and Hispanic are currently being accepted until Friday, September 30, 2016. Attachments for this memorandum include: Memorandum from CSBA President Chris Unger, Nomination Forms, Candidate Form, Meetings Schedule, Roles and Responsibilities, Guiding Principles of Governance, and Core Values, and Frequently Asked Questions.

Staff is requesting direction regarding this nomination option.



(Attachment A Board Memo) AR3515.5 Sex Offenders

(Attachment B) AR3515.5 CSBA Sample

(Attachment C) AR1240 PSD Current AR

(Attachment D) BP1240 PSD Current BP

(Attachment E) Penal Code 626.81

*INFORMATION/DISCUSSION*

**12.c. AR 5141.4 Child Abuse Prevention And Reporting  
(First Reading)- 8:55 P.M.**

**Ray Avila**

*FIRST READING*

AR 5141.4. It was decided at the August 3, 2016 Board meeting to pull this board agenda item and present this Administrative Regulation for First Reading again at the August 24, 2016 to allow all of the Board of Trustees to have a discussion regarding the word "may" located in the highlighted paragraph on page 5.

(Attachment A Board Memo) AR 5141.4 Child Abuse Prevention and Reporting

(Attachment B) AR5141.4 - Child Abuse Prevention and Reporting - Use PSD Policy with Revisions

(Attachment C) Education Code 44691 - Child Abuse  
*DISCUSSION*

**12.d. BP/E 5145.6 Parental Notifications (First Reading)-  
9:00 P.M.**

**Ray Avila**

*FIRST READING*

Attached are the Exhibit and Board Policy for Parent Notifications. The Exhibit was brought to the Board on August 3, 2016 for First Reading, but was pulled so the existing BP could be revised to correspond with similar language and content. Staff has made the necessary revisions to both the Exhibit and BP to insure these two policies complement each other. It is recommended that the Trustees recommend to use both Exhibit and BP 5145.6 with revisions.

(Attachment A) Board Memo for Exhibit/BP 5145.6 Parental Notifications

(Attachment B) E 5145.6 Parental Notification - Use CSBA E with Revisions

(Attachment C) BP 5145.6 Parental Notifications - Use PSD BP with Revisions

- 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