



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
October 26, 2016 7:00 PM
Valleymar School
377 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)**

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**

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6. REPORT OUT ON CLOSED SESSION TOPICS

Report Out and APPROPRIATE ACTION

7. APPROVAL OF THE MINUTES of October 5, 2016

Wendy S. Tukloff

ACTION

**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 October 26, 2016 Regular Board
Meeting**

Wendy S. Tukloff

CONSENT/ACTION

8.b. Consideration of Acceptance Warrants

Josie Peterson

CONSENT/ACTION

8.c. Service and Consultant Contract Approvals

Josie Peterson

CONSENT/ACTION

8.d. Personnel Changes

Ray Avila

CONSENT/ACTION

**8.e. BP/AR 1230 School Connected Organizations
(Second Reading)**

Wendy S. Tukloff

CONSENT/ACTION

**8.f. July 2016 Manual Maintenance with Minor Revisions
4000, 5000 Series (Second Reading)**

Ray Avila

July 2016 Manual Maintenance
SECOND READING

(Attachment A) Board Memorandum July 2016 Manual Maintenance

(Attachment B) BP4112.2 Certification Use CSBA Sample With Revisions

*(Attachment C) E4112.9, 4212.9, 4312.9 Employee Notifications Use
CSBA Sample As Is*

(Attachment D) BP4113 Assignment Use CSBA Sample as Is

(Attachment E) AR4115 Evaluation-Supervision Use CSBA Sample As Is

*(Attachment F) AR4222 Teacher Aides-Paraprofessionals Use CSBA
Sample As Is*

*(Attachment G) BP5116.1 Intradistrict Open Enrollment Use CSBA Sample
With Revisions*

*(Attachment H) AR5116.1 Intradistrict Open Enrollment Use CSBA Sample
With Revisions*

*(Attachment I) BP5121Grades-Evaluation of Student Achievement Use
CSBA Sample With Revisions*

*(Attachment J) AR5121 Grades-Evaluation of Student Achievement Use
CSBA Sample with Revisions*

(Attachment K) BP5131.62 Tobacco Use CSBA Sample With Revisions

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)

9.b. CSEA (Classified School Employees Association)

9.c. People Wishing to Address the Board

9.d. Correspondence

9.e. Board/Superintendent Communications

10. 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.

10.a. Oddstad Property - Request for Proposal (LCAP Goal: Operations) 7:20 P.M. Josie Peterson

It is recommended that the Board of Trustees authorize staff to issue a request for proposal (RFP) for a Design/Build Contractor (DBC).

ACTION

10.b. Local Control Accountability Plan (LCAP) and Budget Update (LCAP Goals: #1, #2, #3) 8:00 P.M. Wendy S. Tukloff

A Pacifica School District Board of Trustees work study was held on Wednesday, October 19, 2016 to inform the Trustees regarding the results of the 2015-16 LCAP metrics, next steps based on the results, update on changes for this year from the state in relation to the state monitoring process, as well as budget progress and needs.

INFORMATION

10.c. BP/AR 6154 Homework/Makeup Work (Goal: LCAP #2, #3) 8:15 P.M. Wendy S. Tukloff

INFORMATION/DISCUSSION

11. BOARD BYLAWS, BOARD POLICIES & ADMINISTRATIVE REGULATIONS (Goal: Governance) - 8:30 P.M.

11.a. AR 5141.41 – Prevention of Sexual Misconduct and Abuse in Schools (First Reading) 8:30 P.M.

Ray Avila

INFORMATION/DISCUSSION

11.b. September 2016 Manual Maintenance 1000 Series Wendy S. Tukloff (First Reading) 8:35 P.M.

September 2016 Manual Maintenance

FIRST READING

(Attachment A) September 2016 Manual Maintenance 1000 Series Memorandum

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

(Attachment C) AR1312.3 Uniform Complaint Procedures Use CSBA Sample with Revisions

INFORMATION/DISCUSSION

11.c. September 2016 Manual Maintenance 3000 Series Josie Peterson (First Reading) 8:40 P.M.

September 2016 Manual Maintenance

FIRST READING

(Attachment A Board Memo) September 2016 Manual Maintenance

(Attachment B) CSBA BP3230 Federal Grant Funds Use CSBA Sample (New Mandated Policy, no current PSD Policy)

(Attachment C) CSBA AR3230 Federal Grant Funds CSBA Sample (New Mandated Policy, no current PSD Policy)

(Attachment D) CSBA BP3270 Sale and Disposal Books Equip Supplies Use CSBA Sample as Revised

(Attachment E) CSBA AR3270 Sale and Disposal Books Equipment and Supplies Use CSBA Sample as Revised

(Attachment F) CSBA AR3440 Inventories *Use CSBA Sample as Revised*

(Attachment G) CSBA AR3460 Financial Reports Use CSBA Sample with Added Revisions

(Attachment H) CSBA AR3512 Equipment Use CSBA Sample as Revised

INFORMATION/DISCUSSION

**11.d. September 2016 Manual Maintenance with
Revisions 5000 Series (First Reading) 8:45 P.M.**
September 2016 Manual Maintenance

Ray Avila

FIRST READING

(Attachment A) Board Memo September 2016 Manual Maintenance and Minor Revision 4000, 5000 Series

(Attachment B) BP5145.3 Nondiscrimination-Harassment - Use CSBA Sample as revised

(Attachment C) AR5145.3 Nondiscrimination-Harassment- Use CSBA Sample with added revisions

(Attachment D) BP5145.7 Sexual Harassment - Use CSBA Sample with added revisions

(Attachment E) AR5145.7 Sexual Harassment Use CSBA Sample with added revisions

INFORMATION/DISCUSSION

12. FUTURE AGENDA ITEMS - 8:50 P.M.

Wendy S. Tukloff

13. ADJOURNMENT - 8:55 P.M.

**NEXT MEETING: November 16, 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.

7/21/10 Original – Updated 9/13/10