



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  
February 07, 2017 6:00 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)**

#### **4.b. Conference with Legal Counsel - Anticipated Litigation**

**Ray Avila**

**4.b.1. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code Section 54956.9: One potential case**

### **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 January 18, 2017  
Regular Board Meeting**

**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 February 7, 2017 meeting**

**Wendy S. Tukloff**

*It is recommended that the Board approve the agenda for the February 7, 2017 Regular Board 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 12/16/2016 through 1/27/2017 totaling \$921,699.20.

*CONSENT/ACTION*

**8.c. Personnel Changes**

**Ray Avila**

*CONSENT/ACTION*

**8.d. BP/AR 0450 Comprehensive Safety Plan (Second Reading)**

**Wendy S. Tukloff**

*CONSENT/ACTION*

**8.e. October 2016 Manual Maintenance 0000, 6000, 9000 Series (Second Reading)**

**Wendy S. Tukloff**

*CONSENT/ACTION*

**8.f. October 2016 Manual Maintenance 4000, 5000 Series (Second Reading)**

**Ray Avila**

October 2016 Manual Maintenance 4000, 5000 Series

*Second Reading*

(Attachment A) Board Memo October 2016 Manual Maintenance 4000, 5000 Series

(Attachment B) BP 4151\_4251\_4351 Employee Compensation Use CSBA Sample As Is

(Attachment B1) BP 4151\_4251\_4351 PSD Current

(Attachment C) BP 4157.1\_4257.1\_4357.1 Work-Related Injuries PSD Current Recommend Delete

(Attachment D) AR 4157.1\_4257.1\_4357.1 Work-Related Injuries Use CSBA Sample as revised

(Attachment D1) AR 4157.1\_4257.1\_4357.1 PSD Current

(Attachment E) AR 5125.3 Challenging Student Records Use CSBA Sample as revised

(Attachment E1) AR 5125.3 PSD Current

*CONSENT/ACTION*

**8.g. Approval of Permit Agreement with the Pacifica Chamber of Commerce**

**Josie Peterson**

*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. PRESENTATION - 7:20 P.M.**

**Ray Avila**

**10.a. Report on Special Education Local Plan Area (SELPA) (Anjanette Pelletier, Senior Administrator)**

**Ray Avila**

**11. DISTRICT BUSINESS - 7:35 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. 2017-2018 School Calendar (LCAP Goal: 3, Operations)**

**Ray Avila**

It is recommended that the Board approve the School Calendar for the 2017-2018 School Year.

*ACTION*

**11.b. 2016-2017 School Site and District Office Safety Plans - (LCAP Goal #1, Operations)**

**Ray Avila**

It is recommended that the Board approve the School Site and District Office Safety/Emergency Plans as presented.

*ACTION*

**11.c. Educational Support Services Update (LCAP Goals 1,2,3)**

**Wendy S. Tukloff**

*INFORMATION*

**11.d. Classified Lay-offs as a Result of Lack of Work and/or Lack of Funds – Resolution No.2017-02-07-A (LCAP Goal #1; Operations)**

**Ray Avila**

It is recommended that the Board approve Resolution No. 2017-02-07-A, a reduction in classified positions for lack of work and/or lack of funds effective January 20, 2017.

*ACTION*

**11.e. Job Description: Executive Director, Integrated Services (LCAP Goal: #1; Operations)**

**Wendy S. Tukloff**

*DISCUSSION/ACTION*

**11.f. Job Description - Supervisor, Behavioral Program and Related Services (LCAP Goal #1; Operations)**

**Ray Avila**

It is recommended that the Board approve the new job description for Supervisor, Behavioral Program and Related Services.

*ACTION*

**11.g. Classified Management Salary Schedule –  
REVISION (LCAP Goal #1; Operations)**

**Ray Avila**

It is recommended the Board approve the Classified Management Salary Schedule to become effective at the beginning of the 2017-2018 school year.

*ACTION*

**11.h. 2nd Quarter Report on Williams Uniform  
Complaints (Goal: Operations)**

**Josie Peterson**

*INFORMATION*

**11.i. Approval of Form J13A Request for Allowance of  
Emergency Conditions (Goal: Operations)**

**Josie Peterson**

It is recommended that the Board approve Form J-13A Request for Allowance of Attendance Because of Emergency Conditions.

*DISCUSSION/ACTION*

**11.j. Resolution No. 2017-02-07-B: Board Compensation  
for Missed Meeting (Goal: Governance)**

**Wendy S. Tukloff**

It is recommended that the Pacifica School District Board of Trustees approve Resolution No. 2017-02-07-B: Board Compensation for Missed Meeting.

*ACTION*

**12. BOARD BYLAWS, BOARD POLICIES &  
ADMINISTRATIVE REGULATIONS - 8:30 P.M.**

**12.a. December 2016 Special Release 3000 Series First  
Reading**

**Josie Peterson**

December 2016 Special Release 3000 Series

*FIRST READING*

BP 3470 Debt Issuance and Management

Use CSBA Sample with Revisions (New Mandated Policy, No Current PSD Policy)

*INFORMATION/DISCUSSION*

**13. FUTURE AGENDA ITEMS - 8:35 P.M.**

**Wendy S. Tukloff**

**14. ADJOURNMENT - 8:40 P.M.**

**NEXT MEETING: March 8, 2017, 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