

**Pacifica School District  
Regular Meeting**

March 29, 2017 7:00 PM  
375 Reina Del Mar Avenue

Pacifica, CA 94044

**Attendance Taken at 7:00 PM:**

Present:

Ms. Elizabeth Bredall  
Ms. Andrea Gould  
Mr. Jesse Levin  
Ms. Kathy Shiokari  
Ms. Laverne Villalobos

**1. OPEN SESSION - 7:00 P.M. - CALL TO ORDER AND ROLL CALL AND  
ANNOUNCEMENT: RECORDING OF THE MEETING**

Minutes:

Trustee Shiokari called the meeting to order at 7:00 PM. Ms. Shiokari announced that this Board meeting was opened in the memory of Katherine "Kay" Kirkland, a teacher in the Laguna Salada Union School District, now known as Pacifica School District, who retired in 1982 after 30 years of teaching in the District.

Staff present: Wendy Tukloff, Ray Avila, Josie Peterson, Will Lucey, and Susanne Campos.

The flag salute was led by Laverne Villalobos.

Quick Summary:

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 March 8, 2017 Regular Board Meeting - 7:05 P.M.**

**Order #17 - Motion Passed:** It is recommended that the Board approve the Minutes of the March 8, 2017 Regular Meeting.

Passed with a motion by Ms. Andrea Gould and a second by Mr. Jesse Levin.

Yes Ms. Elizabeth Bredall  
Yes Ms. Andrea Gould  
Yes Mr. Jesse Levin  
Yes Ms. Kathy Shiokari  
Yes Ms. Laverne Villalobos

Quick Summary:  
ACTION

### **3. APPROVAL OF THE AGENDA AND CONSENT AGENDA 7:05 P.M.**

**Order #18 - Motion Passed:** It is recommended that the Board approve the agenda for the March 29, 2017 meeting and all consent agenda items.

Passed with a motion by Mr. Jesse Levin and a second by Ms. Elizabeth Bredall.

Yes Ms. Elizabeth Bredall  
Yes Ms. Andrea Gould  
Yes Mr. Jesse Levin  
Yes Ms. Kathy Shiokari  
Yes Ms. Laverne Villalobos

#### **Quick Summary:**

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 March 29, 2017 meeting**

#### **Quick Summary:**

It is recommended that the Board approve the agenda for the March 29, 2017 Regular meeting. CONSENT/ACTION

##### **3.b. Consideration of Acceptance Warrants**

#### **Quick Summary:**

It is recommended that the Board approve the attached commercial warrants for the period of 03/01/2017 through 03/15/2017 totaling \$575,025.05.

#### **CONSENT/ACTION**

##### **3.c. Service and Consultant Contract Approvals**

#### **Quick Summary:**

It is recommended that the Board approve the Service and Consultant contracts as presented by staff. CONSENT/ACTION

##### **3.d. Personnel Changes**

#### **Quick Summary:**

It is recommended that the Board approve the following Personnel items as presented. CONSENT/ACTION

##### **3.e. Overnight Field Trip**

#### **Quick Summary:**

It is recommended that the Board approve the overnight field trip(s) as presented .CONSENT/ACTION

##### **3.f. Approval of Permit Agreement between Bevan C Jones and the Pacifica School District for use of space at Oddstad School**

Quick Summary:

It is recommended that the Board of Trustees approve the 2016-2017 Permit Agreement between Bevan C. Jones and the Pacifica School District for the use of unused portable space at Oddstad School.  
CONSENT/ACTION

**3.g. Agreement Between the Pacifica School District and the Spindrift School of Performing Arts to Exchange Service for Use of Facilities**

Quick Summary:

It is recommended that the Governing Board approve the agreement between the Pacifica School District and the Spindrift School of Performing Arts to exchange services for use of district facilities.  
CONSENT/ACTION

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

Quick Summary:

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)**

Minutes:

Gina Arguello introduced Jane Solano, 6th grade teacher at Ingrid B. Lacy Middle School.

Ms. Solano presented information regarding School Climate at Ingrid B. Lacy and the activities students take part in at IBL. As an example, the students participate in Mindfulness Lessons which includes visiting a website called Mind Yeti. Mind Yeti is a resource that teaches students, and adults, to keep calm and focus on their attention, as well as, ease anxiety.

Ms. Solano also shared that Restorative Justice practices that are implemented at IBL help children to be empathetic, reflect on a situation, and helps reduce suspension/detention rates.

**4.b. CSEA (Classified School Employees Association)**

Minutes:

None

**4.c. People Wishing to Address the Board**

Minutes:

None

**4.d. Correspondence**

Minutes:

None

**4.e. Board/Superintendent Communications**

Minutes:

The Board members discussed events and activities they attended and participated in since the last Board meeting including: Sunset Ridge Pancake Breakfast; Legislative Action Day; California School

Dashboard presentation; Zap the Gap Conference; Oddstad Meeting, SEPAC (Special Education Parent Advisory Committee) meeting; San Mateo County Sexual Abuse Prevention Presentation; Celebrate Diversity Parent Meeting at Ocean Shore School.

Dr. Tukloff shared highlights: The North County Collaborative, which include Pacifica, Bayshore, Brisbane, Jefferson Elementary and Jefferson Union High School Districts, received a Silicon Valley Community Education Grant for rising 8th - 9th grade mathematics. The NCC contracted with a company called ALearn. ALearn focuses on college readiness through mathematics where students have an opportunity to go visit a university.

In Pacifica School District, we are working on a program called Elevate, a summer program for mathematics for 5th graders rising to 6th grade, 6th graders rising to 7th grade, and 7th graders rising in to 8th grade.

Dr. Tukloff thanked the Board for bringing up the Zap the Gap Conference and shared the resource every attendee received: The Kinsey Collection. The book is filled with primary and secondary sources. She shared the book at the Library Media meeting and they were excited to include it as a reference option at the schools.

## **5. DISTRICT BUSINESS - 7:20 P.M.**

Quick Summary:

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.

### **5.a. Update: Resolution No. 2017-01-18-A Principles in Support of Undocumented Students and Families (LCAP Goal: 3, Governance)**

Minutes:

Ray Avila presented an update to Resolution No. 2017-01-18-A which was passed by the Board on January 18, 2017.

Since the passage of the resolution, the District has reviewed policies and established methods for support for our undocumented students and families. As an example, a school site folder will be created to be accessible to office staff that includes guiding principles on how to receive visitors from the community. The folder will include procedures and Board policies.

The PowerPoint Presentation is attached to this agenda item outlining established methods and next steps.

Quick Summary:

INFORMATION/DISCUSSION

**5.b. California School Dashboard (LCAP Goals: #1, #2, #3, Governance)**

Minutes:

Will Lucey presented information on the California School Dashboard. He presented the website and the multiple measures it provides.

The multiple measures the Dashboard provides are attached to this agenda item.

Quick Summary:

INFORMATION/DISCUSSION

**5.c. Approval of the Contract with Brookwood Advisors - Preparation of the Developer Request for Proposal (RFP) for Oddstad Site (Operations)**

**Order #19 - Motion Passed:** It is recommended that the Board of Trustees approve the contract with Brookwood Advisors for the preparation of the Developer Request for Proposal (RFP) for the Oddstad site.

Passed with a motion by Ms. Elizabeth Bredall and a second by Ms. Laverne Villalobos.

Yes Ms. Elizabeth Bredall  
Yes Ms. Andrea Gould  
Yes Mr. Jesse Levin  
Yes Ms. Kathy Shiokari  
Yes Ms. Laverne Villalobos

Minutes:

Josie Peterson presented the contract for Board approval with Brookwood Advisors. It is recommended that the Board of Trustees approve the contract with Brookwood Advisors for the preparation of the Developer Request for Proposal (RFP) for the Oddstad site.

Quick Summary:

ACTION

**5.d. Resolution No. 2017-03-29-B Authorized Signatures (Operations)**

**Order #20 - Motion Passed:** It is recommended that the Board approve Resolution No. 2017-03-29-B authorizing Wendy Tukloff, Josephine Peterson and Will Lucey, as persons who can sign orders in the name of the Board.

Passed with a motion by Ms. Laverne Villalobos and a second by Mr. Jesse Levin.

Yes Ms. Elizabeth Bredall  
Yes Ms. Andrea Gould  
Yes Mr. Jesse Levin  
Yes Ms. Kathy Shiokari  
Yes Ms. Laverne Villalobos

Minutes:

Josie Peterson presented to the Board Resolution No. 2017-03-29-B, Authorized Signatures to authorize Wendy Tukloff, Josephine Peterson

and Will Lucey, as persons who can sign orders in the name of the Board.

Quick Summary:  
ACTION

**5.e. Adoption of Resolution No. 2017-03-29-A Increase Maximum Borrowing TRAN (Tax and Revenue Anticipation Notes) (Operations)**

**Order #21 - Motion Passed:** It is recommended that the Board of Trustees adopt Resolution No. 2017-03-29-A authorizing the borrowing of funds for 2017-2018 and the Issuance and Sale of 2017-2018 Tax and Revenue Anticipation Notes.

Passed with a motion by Ms. Andrea Gould and a second by Mr. Jesse Levin.

Yes Ms. Elizabeth Bredall  
Yes Ms. Andrea Gould  
Yes Mr. Jesse Levin  
Yes Ms. Kathy Shiokari  
Yes Ms. Laverne Villalobos

Minutes:  
Josie Peterson presented to the Board Resolution No. 2017-03-29-A, Increase Maximum Borrowing TRAN (Tax and Revenue Anticipation Notes).

Quick Summary:  
ACTION

**5.f. Declaration of Need for Fully Qualified Educators for 2017-2018 (LCAP: Goal 1)**

**Order #22 - Motion Passed:** It is recommended that the Board adopt a Declaration of Need for Fully Qualified Educators for the 2017-2018 school year.

Passed with a motion by Mr. Jesse Levin and a second by Ms. Andrea Gould.

Yes Ms. Elizabeth Bredall  
Yes Ms. Andrea Gould  
Yes Mr. Jesse Levin  
Yes Ms. Kathy Shiokari  
Yes Ms. Laverne Villalobos

Minutes:  
Ray Avila presented this agenda item to the Board. It is recommended that the Board adopt a Declaration of Need for Fully Qualified Educators for the 2017-2018 school year.

This Declaration allows the flexibility, should unforeseen circumstances arise, to fill a teaching position with a teacher not fully credentialed.

Quick Summary:

## ACTION

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

#### Minutes:

Future Agenda items were reviewed. Educational Support Services Update was added to the Future Agenda.

### 7. ADJOURNMENT - 8:00 P.M.

#### Minutes:

The meeting was adjourned at 8:07 P.M.

#### Quick Summary:

NEXT MEETING: April 26, 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

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Clerk

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Superintendent