

**Pacifica School District
Regular Meeting**
April 26, 2017 6:00 PM
375 Reina Del Mar Avenue

Pacifica, CA 94044

Attendance Taken at 7:02 PM:

Present:

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

**1. OPEN SESSION - 6:00 P.M. - CALL TO ORDER AND ROLL CALL AND
ANNOUNCEMENT: RECORDING OF THE MEETING**

Minutes:

The meeting was called to order at 6:00 P.M. by Trustee Shiokari.

Present were: Ms. Bredall, Ms. Gould, Mr. Levin, Ms. Villalobos and Ms. Shiokari.

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. ANNOUNCEMENT OF CLOSED SESSION

Minutes:

Trustee Shiokari announced Closed Session referring to items listed on the Closed Session portion of the agenda.

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS

Minutes:

None

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 Real Property Negotiators

Property: Oddstad School Site, 930 Oddstad Blvd., Pacifica, CA

Agency Negotiator: Wendy S. Tukloff, Superintendent

4.c. 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

Minutes:

Trustee Shiokari reconvened to Open Session at 7:02 P.M.

The flag salute was led by Trustee Levin.

Staff present: W. Tukloff, R. Avila, J. Peterson, W. Lucey, S.Campos

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6. REPORT OUT ON CLOSED SESSION TOPICS 7:05 P.M.

Minutes:

Trustee Shiokari indicated that the Board met during Closed Session and No Action was Taken.

Quick Summary:

Report Out and APPROPRIATE ACTION

7. APPROVAL OF THE MINUTES of March 29, 2017 7:05 P.M.

Order #16 - Motion Passed: It is recommended that the Board approve the Minutes of the March 29, 2017 Regular Meeting.

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

Quick Summary:
ACTION

8. APPROVAL OF THE AGENDA AND CONSENT AGENDA 7:05 P.M.

Order #17 - Motion Passed: It is recommended that the Board approve the agenda for the April 26, 2017 meeting and all consent agenda items.

Passed with a motion by Ms. Andrea Gould 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

Order #18 - Motion to Amend Passed: To amend the motion from: "It is recommended that the Board approve the agenda for the April 26, 2017 meeting and all consent agenda items." to: "It is recommended that the Board approve the agenda for the April 26, 2017 meeting and all consent agenda items with the exception of item 8e. Overnight Field Trip which will be addressed as a separate item due to incorrect information on the item."

Passed with a motion by Ms. Andrea Gould 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

Order #19 - Motion Passed: It is recommended that the Board approve the agenda for the April 26, 2017 meeting and all consent agenda items with the exception of item 8e. Overnight Field Trip which will be addressed as a separate item due to incorrect information on the item.

Passed with a motion by Ms. Andrea Gould 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:

Item 8e: Overnight Field Trip was pulled from the Consent Agenda due to incorrect information on the item.

Item 8e was then addressed and voted on after clarifying that Ortega School's Sutter's Fort field trip was for 4th grade students and not 8th grade students as listed on the Board Memo incorrectly. The amended item then passed with a motion by Elizabeth Bredall and seconded by Jesse Levin.

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

8.a. Agenda of the April 26, 2017 meeting

Quick Summary:

It is recommended that the Board approve the agenda for the April 26, 2017 Regular Meeting.

CONSENT/ACTION

8.b. Consideration of Acceptance Warrants

Quick Summary:

CONSENT/ACTION

8.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

8.d. Personnel Changes

Quick Summary:

CONSENT/ACTION

8.e. Overnight Field Trip

Quick Summary:

CONSENT/ACTION

8.f. Approval of Permit Agreement The Kateri Tekakwitha Fund

Quick Summary:

CONSENT/ACTION

8.g. Approval of Contract for Life Steps Foundation

Quick Summary:

CONSENT/ACTION

**8.h. Permit Agreement Educational School Services of America
Spectrum Schools Inc.**

Quick Summary:
CONSENT/ACTION

8.i. Approval of Permit Agreement - Pacifica Martial Arts Club

Quick Summary:
CONSENT/ACTION

8.j. Approval of Permit Agreement with the Pacifica Weightlifters Club

Quick Summary:
CONSENT/ACTION

8.k. Approval of Contract for Extended Day Care and Preschool Services with Temporary Tot Tending, Inc.

Quick Summary:
CONSENT/ACTION

8.l. Approval of Permit Agreement Building Kidz

Quick Summary:
CONSENT/ACTION

8.m. Approval of 2017-2018 Permit Agreement: Gold Rush Pro, LLC

Quick Summary:
CONSENT/ACTION

9. 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.

9.a. LSEA (Laguna Salada Education Association)

Minutes:
LSEA introduced Maridel Rehmet and Cecilia Ng, Special Day Class teachers at Linda Mar Educational Center (LMEC). Ms.Rehmet and Ms. Ng presented a PowerPoint presentation to the Board, which is attached to this agenda item.

Ms. Lanette Lazar, Parent Liaison for LMEC, was introduced and she thanked the Board and District for their high level preschool special day class and related services programs. She also mentioned how amazing and collaborative the staff are at LMEC.

Board comments: LMEC is very inviting and the swing that is installed for the preschoolers to swing on is very calming for them. Halloween is fun to watch the children go from door to door for their treats; very impressive program.

9.b. CSEA (Classified School Employees Association)

Minutes:

Sue Beckmeyer, CSEA President, acknowledged three classified staff members that are moving forward with the Classified Teacher Program through the Commission on Teacher Credentialing (CTC): Rebecca Howarth, Charlene Boysen, and Krista Aguilar.

Ms. Beckmeyer also acknowledged Robert Rutledge, III, Custodian at Ortega School, who recently received his Bachelor of Arts degree in Criminal Justice.

Ms. Beckmeyer thanked CSEA representatives, Nicole Sayres and Jerry Newland for serving CSEA and in labor relations.

9.c. People Wishing to Address the Board

Minutes:

Patrick Sayres, Executive Director, Pacifica School Volunteers, was pleased with the Sunset Ridge Read Aloud on April 7th. There were 50 volunteer readers with 91 readings to classrooms throughout all grade levels. He thanked everyone for their participation and specifically Ellie Cundiff and the staff at Sunset Ridge that made the Read Aloud exciting. The PTO put on a huge breakfast and lunch for the many volunteers. Student volunteers escorted the readers to each classroom.

9.d. Correspondence

Minutes:

Wendy Tukloff spoke that Christy Novack was able to attend a STEM Innovation Reception on March 28th and Pacifica School District received a commendation from President Don Horsely's office in relationship to the grant for the after school STEM program.

Pacifica School District received correspondence from Belmont-Redwood Shores School District which requests that we move to even numbered year elections.

9.e. Board/Superintendent Communications

Minutes:

The Board discussed events and activities they attended and participated since the last Board meeting including: Farewell Event for Lorie Tinfow, City of Pacifica City Manager; Dolphin Assembly and Rainbow Spirit Day at Cabrillo; EcoFest; JUHSD Board Meeting; Craft Fair, LCAP Meeting; March for Science; SEPAC Meeting with a Presentation by Jennifer Grey on Crisis Intervention Institute; Wellness Committee Update; Joint Articulation Meeting; Pacifica Co-Op Nursery School fundraiser.

Trustee Shiokari mentioned a letter from the East Whittier City School District that the Board received talking about inadequacies in our funding in California and that Pacifica School District ranked 469/492, we are low on the scale of per student spending. Pacifica School District receives \$7,715 per student, this is \$1,160 less per

student than the average elementary school district in California. Trustee Shiokari did outreach to Kalimah Salahuddin, CSBA Delegate. CSBA is having a convention and Ms. Salahuddin will advocate on behalf of Pacifica School District and other districts as well.

Dr. Tukloff thanked Girl Scout Troops 61508 and 32126 from Vallemar who came and helped on Earth Day to pull weeds and beautify the front of the District Office. Jerry Kern, our gardener, was able to finish the project.

Dr. Tukloff attended the Open House at Sunset Ridge. Todd Parr, Author, read some of his stories and spoke about his career and autographed books.

She also attended the Early Learning Outreach with 30 attendees. Hilder Carlen is our Early Learning Coordinator, and will present at an upcoming Board meeting.

10. RECOGNITION 7:25 P.M.

10.a. School Personnel Appreciation Month 2016-2017 (LCAP Goal #1)

Order #20 - Motion Passed: It is recommended that the Board approve Resolution No. 2017-04-26-A recognizing May 1-5, 2017 as National Teacher Appreciation Week and May 10th, 2017 as Day of the Teacher 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

Order #21 - Motion Passed: It is recommended that the Board approve Resolution No. 2017-04-26-B recognizing May 21-27, 2017 as Classified School Employee Week.

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:

Ray Avila acknowledged and thanked LSEA and CSEA present at the meeting for service in the Pacifica School District.

Kathy Shiokari read the resolutions presented to CSEA and LSEA Pacifica School District staff and thanked them for making our District what it is.

The resolutions are attached to this Board agenda item.

Quick Summary:
ACTION

11. DISTRICT BUSINESS - 7:35 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, under District Information, Board of Trustees.

11.a. Wellness Committee Update (LCAP Goal: 3)

Order #22 - Motion Passed: 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:

Seva Steel, Wellness Committee Chairperson, presented the Wellness Committee Update. The Wellness Committee meets twice a year and presents updates.

The presentation outlining the updates is attached to this Board agenda item.

Areas of discussion included options for staff, students, and community to provide input and clarification regarding fundraising parameters as outlined in the Wellness Policy.

Quick Summary:

It is recommended the Board of Trustees approve the suggested changes to the PSD Wellness Plan. ACTION

11.b. Facilities, Maintenance & Operations Update & Facilities Master Plan Draft (Operations)

Minutes:

Josie Peterson introduced John Hashizume, Director, Facilities, Maintenance, and Operations FMO), who presented to the Board a PowerPoint Presentation outlining the FMO updates going on in the District currently as well as the Facilities Master Plan.

The PowerPoint Presentation of the FMO Update is attached to this Board item as well as the DRAFT Facilities Master Plan.

Areas of interest included information regarding the schedule of painting for the facilities, , which is built in to the Facilities Master Plan. The Board also shared appreciation for the proactive scheduling of repairs and updates.

Quick Summary:
INFORMATION/DISCUSSION

11.c. Authorization to Teach in a Departmentalized Setting (LCAP Goal #1)

Order #23 - Motion Passed: Passed with a motion by Ms. Laverne Villalobos 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

Minutes:

Ray Avila presented the Authorization to Teach in a Departmentalized Setting agenda item which is outlined in the Board memorandum attached to this agenda item.

Quick Summary:
It is recommended that the Board approve the authorization to allow Emily Walley to teach Social Science in a departmentalized setting below grade 9.ACTION

11.d. Release of Temporary Certificated Employee Resolution No. 2017-04-26-C (LCAP: Goal #1)

Order #24 - Motion Passed: 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

Minutes:

Ray Avila presented the Board with the Resolution for Release of Temporary Certificated Employee(s).

Quick Summary:
It is recommended that the Board approve the following Resolution: Resolution No. 2017-04-26-C Resolution on Release of Temporary Certificated Employees[Ed Code Section 44954(b)].ACTION

11.e. ESS Update (LCAP Goal: #1, #2, #3)

Minutes:

Will Lucey presented the ESS Update. He reviewed the Summer Programs, Early Learning Program, Progress on the ELD/ELA Adoption, and the Assessment/Curriculum Alignment.

The PowerPoint Presentation is attached to this Board agenda item.

Quick Summary:
INFORMATION/DISCUSSION

11.f. 3rd Quarter Report on Williams Uniform Complaints (Goal: Operations)

Minutes:

Josie Peterson informed the Board that there were no complaints in the 3rd quarter.

Quick Summary:
INFORMATION

12. DISTRICT BUSINESS 8:30 P.M.

12.a. March 2017 Manual Maintenance 0000, 6000 Series (First Reading)

Minutes:

Trustee Shiokari reviewed each item for the 0000, 6000 Series for March 2017 Manual Maintenance (First Reading). There were no changes made by the Board.

Quick Summary:

March 2017 Manual Maintenance FIRST READING Attachment A Board Memo
March 2017 Manual Maintenance 0000, 6000 Series Attachment B BP 0460
Local Control Accountability Plan Use CSBA Sample with Suggested
Revisions Attachment C BP 6111 School Calendar Use CSBA Sample with
Revisions Attachment D BP 6144 Controversial Issues Use CSBA Sample
with Suggested Changes Attachment E BP 6174 Education for English
Learners Use CSBA Sample with Suggested Revisions Attachment F AR
6174 Education for English Learners Use CSBA Sample with Suggested
Changes Attachment G E 6174 Education for English Learners Current
PSD DELETE Attachment H BP 6176 Weekend/Saturday Classes Use CSBA
Sample with Suggested Changes INFORMATION/DISCUSSION

12.b. March 2017 Manual Maintenance 3000 Series (First Reading)

Minutes:

Trustee Shiokari reviewed each item for the 3000 Series for March 2017 Manual Maintenance (First Reading). There were no changes made by the Board.

Quick Summary:

March 2017 Manual Maintenance FIRST READING Attachment A - Board
Memo - March 2017 Manual Maintenance 3000 Series Attachment B - BP
3260 Fees and Charges - Use CSBA Sample As Is Attachment C - AR 3260
Fees and Charges - Use CSBA Sample As Is INFORMATION/DISCUSSION

13. FUTURE AGENDA ITEMS - 8:40 P.M.

Minutes:

Dr. Tukloff and the Board reviewed the Future Agenda. No additions or changes were made.

14. ADJOURNMENT - 8:45 P.M.

Minutes:

The meeting was adjourned at 8:57 P.M.

Quick Summary:

NEXT MEETING: May 17, 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. 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

Clerk

Superintendent