



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  
August 23, 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. 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. ACKNOWLEDGEMENT**

**Kathy Shiokari**

**7.a. Mr. Thom Ball**

**7.b. Ms. Frances Bauman**

**8. APPROVAL OF THE MINUTES of June 7, 2017 Regular Board Meeting**

**Wendy S. Tukloff**

*It is recommended that the Board approve the Minutes of the June 7, 2017 Regular Meeting.*

*ACTION*

**9. APPROVAL OF THE MINUTES of June 14, 2017 Regular Board Meeting**

**Wendy Tukloff**

*It is recommended that the Board approve the Minutes of the June 14, 2017 Regular Meeting.*

*ACTION*

**10. 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

**10.a. Agenda of the August 23, 2017 Meeting**

**Wendy S. Tukloff**

*It is recommended that the Board approve the agenda for the August 23, 2017 Regular meeting.*

*CONSENT/ACTION*

**10.b. Consideration of Acceptance Warrants**

**Josie Peterson**

It is recommended that the Board approve the attached commercial warrants for the period of  
06/06/2017 through 08/01/2017 totaling \$1,896,127.96.

*CONSENT/ACTION*

**10.c. Service and Consultant Contract Approvals**

**Josie Peterson**

It is recommended that the Board approve the Service and Consultant Contracts as presented by staff.

*CONSENT/ACTION*

**10.d. Personnel Changes**

**Wendy Tukloff**

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

*CONSENT/ACTION*

**10.e. Overnight Field Trip**

**Will Lucey**

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

*CONSENT/ACTION*

**10.f. Agreement for Joint Use and Maintenance of Ingrid B. Lacy Field**

**Josie Peterson**

*It is recommended that the Board approve the agreements between the Pacifica School District and the Pacifica National Little League and AYSO for Joint Use and Maintenance of the Ingrid B. Lacy Middle School Field.*

*CONSENT/ACTION*

**10.g. Agreement for Joint Use and Maintenance of Cabrillo Field –  
Pacifica Girls Softball**

**Josie Peterson**

It is recommended that the Board approve the agreement between the Pacifica School District and the Pacifica Girls Softball League (“PGSL”) for Joint Use and Maintenance of the Cabrillo Field.

*CONSENT/ACTION*

**10.h. Agreement for Joint Use and Maintenance of Oddstad Field**

**Josie Peterson**

It is recommended that the Board approve the agreement between the Pacifica School District and the Pacifica AYSO for Joint Use and Maintenance of the Oddstad Field.

*CONSENT/ACTION*

**10.i. BP/AR 5141.52 Suicide Prevention (Second Reading)**

**Ray Avila**

It is recommended that the Board of Trustees adopt the attached Board Policy and Administrative Regulation:

*SECOND READING*

(Attachment A) Board Memo BP/AR 5141.52 - Suicide Prevention

(Attachment B) BP 5141.52 Suicide Prevention

Use CSBA Sample with Revisions

(Attachment C) AR 5141.52 Suicide Prevention      Use CSBA Sample with Revisions

(Attachment D) SMCOE Suicide Prevention Kit

*CONSENT/ACTION*

**10.j. AR 4112.6/4212.6/4312.6 Personnel Files (Second Reading)      Ray Avila**

March 2016 Manual Maintenance and Minor Revisions- 4000 Series AR  
4112.6/4212.6/4312.6 Personnel Files Use Current PSD Policy with Revisions (Second Reading)

*CONSENT/ACTION*

**11. 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.

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

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

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

**11.d. Correspondence**

**11.e. Board/Superintendent Communications**

**12. 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](http://www.pacificasd.org), under District Information, Board of Trustees.

**12.a. Educational Support Services Update (LCAP Goal: #2, #3) - 7:20 P.M.      Will Lucey**

*INFORMATION*

**12.b. Response to Grand Jury Report: How Have San Mateo County Public Schools Responded to the Epinephrine Auto-Injector Law, SB 1266 (Goal: Governance) - 7:30 P.M.      Ray Avila**

It is recommended the Board approve the Pacifica School District response to the San Mateo Grand Jury Report regarding the Epinephrine Auto-Injector Law, Senate Bill 1266.

*ACTION*

- 12.c. Resolution No. 2017-08-23-A Conflict of Interest - 7:40 P.M.** **Wendy S. Tukloff**  
It is recommended that the Pacifica School District Board of Education Trustees approve Resolution No. 2017-08-23-A Conflict of Interest.

*ACTION*

- 12.d. Resolution No. 2017-08-23-B for Attendance Awareness Month (LCAP Goal #3) - 7:45 P.M.** **Ray Avila**

It is recommended that the Board of Trustees adopt Resolution No. 2017-08-23-B endorsing September 2017 as Attendance Awareness Month.

*ACTION*

- 12.e. Resolution #2017-08-23-C: Declaring the Result of the Education Parcel Tax, June 7, 2016 - 7:50 P.M.** **Wendy S. Tukloff**

It is recommended that the Pacifica School District Board of Education Trustees approve Resolution 2017-08-23-C: Declaring the Result of the Education Parcel Tax, June 7, 2016

*ACTION*

- 12.f. Approval of Resolution 2017-08-23-D Declaring Emergency and Authorizing Reconstruction of School Facilities (GOAL: Operations) - 8:00 P.M.** **Josie Peterson**

It is recommended that the Board of Trustees approve Resolution 2017-08-23-D declaring emergency and authorizing reconstruction of school facilities.

*ACTION*

- 12.g. Provisional Internship Permit - 8:10 P.M.** **Wendy S. Tukloff**

It is recommended that the Pacifica School District Board of Education Trustees approve the Provisional Internship Permit for Mr. Shakeel Ali.

*ACTION*

- 12.h. 4th Quarter Report on Williams Uniform Complaints (GOAL: Operations) - 8:15 P.M.** **Josie Peterson**

*INFORMATION*

- 12.i. Report Interest Earned 4th Quarter 2016 2017 (LCAP GOAL: Operations) - 8:20 P.M.** **Josie Peterson**

*INFORMATION*

- 12.j. Nominations for CSBA's Legislative Awards Program - 8:25 P.M.** **Wendy Tukloff**  
It is recommended that the Pacifica School District Board of Education Trustees determine whether to nominate a legislator for the CSBA's Legislative Awards Program.

*ACTION*

- 12.k. Nominations for CSBA Director-at-Large - 8:30 P.M.** **Wendy S. Tukloff**

*DISCUSSION*

- 12.l. City of Pacifica, 60th Anniversary of Incorporation - 8:35 P.M.** **Wendy S. Tukloff**

*INFORMATION/DISCUSSION*

- 12.m. Pacifica School District Board of Education Meeting: Date Change (Governance) - 8:45 P.M.** **Wendy S. Tukloff**

*It is recommended that the Pacifica School District Board of Education Trustees change the scheduled Board Work Study from October 18, 2017 to September 27, 2017.*

*ACTION*

- 12.n. Pacifica School District Board of Education Trustee School Assignment, 2017-18 - 8:50 P.M.** **Wendy S. Tukloff**

*DISCUSSION*

**13. BOARD BYLAWS, BOARD POLICIES & ADMINISTRATIVE REGULATIONS  
(Goal: Governance) - 9:00 P.M.**

- 13.a. E 9270 Conflict of Interest (First Reading)** **Wendy S. Tukloff**

*FIRST READING*

E 9270 Conflict of Interest Use PSD Current with Changes

*INFORMATION/DISCUSSION*

- 13.b. May 2017 Manual Maintenance 1000, 2000, 4000, 9000 Series (First Reading)** **Wendy S. Tukloff**

May 2017 Manual Maintenance 1000, 2000, 4000, 9000 Series

*FIRST READING*

(Attachment A) Board Policies Manual Maintenance May 2017 1000, 2000, 4000, 9000 Series Memorandum

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

(Attachment C) AR 1312.3 Uniform Complaint Procedures Use CSBA Sample with Revisions

- (Attachment D) BP 1340 Access to District Records Use CSBA Sample with Revisions
- (Attachment E) BP 4127 Temporary Athletic Team Coaches Delete PSD Current BP
- (Attachment F) BP 4227 Temporary Athletic Coaches Delete PSD Current BP
- (Attachment G) BP 4327 Temporary Athletic Team Coaches Delete PSD Current BP
- (Attachment H) AR 4127 Temporary Athletic Team Coaches Delete PSD Current AR
- (Attachment I) AR 4227 Temporary Athletic Coaches Delete PSD Current AR
- (Attachment J) AR 4327 Temporary Athletic Coaches Delete Current PSD AR
- (Attachment K) BP 2121 Superintendent's Contract Use CSBA Sample with Recommended Changes
- (Attachment L) BP 4312.1 Administrative and Supervisory Personnel Delete Current PSD BP
- (Attachment M) BB 9012 Board Member Electronic Communications Use CSBA Sample with Recommended Revisions

*INFORMATION/DISCUSSION*

**13.c. May 2017 Manual Maintenance 3000, 7000 Series (First Reading)**

**Josie Peterson**

May 2017 Manual Maintenance

*FIRST READING*

*(Attachment A) May 2017 Manual Maintenance Board Memo*

- (Attachment B) AR3551 Payments for Meals Use CSBA Sample with Revisions
- (Attachment C) AR3551 Payments for Meals PSD Current
- (Attachment D) BP3551 Food Service Operations/Cafeteria Fund Use CSBA Sample As Is
- (Attachment E) BP3551 Food Service Operations/Cafeteria Fund PSD Current
- (Attachment F) AR3580 District Records Use CSBA Sample As Is
- (Attachment G) AR3580 District Records PSD Current
- (Attachment H) BP7214 General Obligation Bonds Use CSBA Sample As Is
- (Attachment I) BP 7214 General Obligation Bonds PSD Current

*INFORMATION/DISCUSSION*

**13.d. May 2017 Manual Maintenance 5000 Series (First Reading)**

**Ray Avila**

May 2017 Manual Maintenance 5000 Series

*FIRST READING*

AR 5145.3 Nondiscrimination/Harassment Use CSBA Sample with Revisions

*INFORMATION/DISCUSSION*

**13.e. May 2017 Manual Maintenance 6000 Series (First Reading)**

**Will Lucey**

May 2017 Manual Maintenance 6000 Series

*FIRST READING*

(Attachment A) Board Memo May 2017 Manual Maintenance 6000 Series

(Attachment B) BP 6142.93 Science Instruction Use CSBA Sample with Revisions

(Attachment C) BP 6142.93 Science Instruction PSD Current

(Attachment D) BP 6145 Extracurricular and Co-curricular Activities Use CSBA Sample with Revisions

(Attachment E) BP 6145 Extracurricular and Co-curricular Activities PSD Current

(Attachment F) AR 6145.2 Athletic Competition PSD Current - Recommend Delete

*INFORMATION/DISCUSSION*

**14. FUTURE AGENDA ITEMS - 9:25 P.M.**

**Wendy S. Tukloff**

**15. ADJOURNMENT - 9:30 P.M.**

**NEXT MEETING: September 13, 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