

Pacifica School District
Regular Meeting
August 23, 2017 6:00 PM
375 Reina Del Mar Avenue

Pacifica, CA 94044

Attendance Taken at 6:04 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 6:04 P.M. by Trustee Shiokari.

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

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:

Ms. Shiokari announced Closed Session referring to the items as listed below.

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. 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 7:05 P.M.

Trustee Bredall led the flag salute.

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

Quick Summary:

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6. REPORT OUT ON CLOSED SESSION TOPICS

Minutes:

Ms. Shiokari indicated that the Board met during Closed Session and No Action Was Taken.

Quick Summary:

Report Out and APPROPRIATE ACTION

7. ACKNOWLEDGEMENT

Minutes:

Trustee Shiokari acknowledged Mr. Thom Ball and Ms. Frances Bauman, who passed away recently. They were both acknowledged for their connection and contribution to the Pacifica School District for many years.

7.a. Mr. Thom Ball

7.b. Ms. Frances Bauman

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

Order #28 - Motion Passed: 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:

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

Order #29 - Motion Passed: 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

Quick Summary:

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.

Order #30 - Motion Passed: It is recommended that the Board approve the agenda for the August 23, 2017 meeting and all consent agenda items.

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:

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

Quick Summary:

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

10.b. Consideration of Acceptance Warrants

Quick Summary:

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

Quick Summary:

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

10.d. Personnel Changes

Quick Summary:

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

10.e. Overnight Field Trip

Quick Summary:

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

Quick Summary:

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

Quick Summary:

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

Quick Summary:

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)

Quick Summary:

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)

Quick Summary:

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.

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.

11.a. LSEA (Laguna Salada Education Association)

Minutes:

None.

11.b. CSEA (Classified School Employees Association)

Minutes:

Jerry Newland, representing CSEA, was very impressed with the kickoff to the school year. She mentioned that Tiffany Hoang, CircleUp did a fantastic job with the SEL (Social Emotional Learning) training to staff, and being able to go back to the school site to discuss the training as a site was beneficial.

She thanked the District for the thought that went in to this year's professional development and kickoff to the school year.

11.c. People Wishing to Address the Board

Minutes:

None.

11.d. Correspondence

Minutes:

Dr. Tukloff mentioned that the Special Education Department received 100% compliance in making sure IEP's are held on time. She thanked Ray Avila, Executive Director, Integrated Services and the department for their hard work and has great respect for the staff for meeting the needs of our students, and following timelines as stated by law, as they are taken very seriously.

11.e. Board/Superintendent Communications

Minutes:

Board members discussed events and activities they attended and participated in since their last Board meeting including: Summit for the Future of Education Finance Research; GO Bond meetings; Workforce Housing meetings; new teacher orientation lunch; painting the kindergarten yard at Sunset Ridge; Solar eclipse at the library; Welcome Back to the School Year.

Dr. Tukloff stated that she attended several of the meetings that the Board mentioned. Dr. Tukloff mentioned two wonderful donations received over the summer: 1) a \$10,000 donation from Recology of the

Coast to purchase a 15 seater van and 2) a \$5,000 donation from Building Kidz for LMEC classrooms to purchase instructional materials.

12. 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, under District Information, Board of Trustees.

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

Minutes:

Will Lucey, Executive Director, Educational Support Services, presented an ESS (Educational Support Services) update. The PowerPoint Presentation is attached to this agenda item.

Highlights of the presentation include the development of the Foreign Language in the Elementary School (FLES) at Sunset Ridge; the attendance of 69 students in the summer Elevate math classes for rising 5th, 6th, and 7th graders; the School Climate Teams at every school including Linda Mar Educational Center; and the update in relation to the History/Social Science program in Pacifica School District.

Quick Summary: 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.

Order #31 - Motion Passed: 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:

Ray Avila, Executive Director, Integrated Services explained to the Board that school districts within San Mateo County are required to submit a response to the San Mateo County Grand Jury regarding the content of the Grand Jury Report no later than September 11, 2017, regarding Epinephrine Auto-Injector Law, SB 1266.

The response must indicate that it was approved by the District's

governing board at a public meeting. The response that will be submitted by Pacifica School District has been collaborated on and reviewed by legal counsel. Attached for review is a copy of the San Mateo County Grand Jury report and the District's response.

Quick Summary:

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.

Order #32 - Motion Passed: 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:

Wendy Tukloff presented Resolution No. 2017-08-23-A Conflict of Interest: due to a change in administrative titles, the attached resolution is to update our current designated positions.

Quick Summary:

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.

Order #33 - Motion Passed: 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:

Ray Avila presented Resolution No. 2017-08-23-B for Board approval. Celebrated for the first time in September 2013, Attendance Awareness Month is a nationwide event recognizing the connection between school attendance and academic achievement. The Pacifica School District joins schools and communities across San Mateo County in recognizing the importance of regular school attendance in this Annual Attendance Awareness Month. Adopting this resolution supports the fact that attendance matters.

Discussion centered around the Pacifica School District belief that

attending school regularly helps children feel better about school and themselves; regular attendance promotes success in school and in life. Pacifica School District will continue with the In Class Today outreach where personalized cards are to families in relation to the student's attendance. A request to focus on end of year attendance was made.

Quick Summary:

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.

Order #34 - 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:

Dr. Tukloff shared that Pacifica School District placed a parcel tax measure on the June 7, 2016 election to renew and extend the existing parcel tax. Resolution 2017-08-23-C declares the results of the measure and respectfully requires and authorizes the San Mateo County Controller to continue to apply the special charges to individual tax assessments on the County Tax Roll for each consecutive year such charges have been authorized, in accordance with the documents supplied by the District, and authorizes the San Mateo County Tax Collector to collect the taxes at the same time and in the same manner as the general County taxes.

Quick Summary:

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.

Order #35 - Motion Passed: Passed with a motion by Ms. Andrea Gould 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:

Josie Peterson shared that in July 2017, a seismic shutoff valve was installed on the main gas service line into Ocean Shore School to improve safety for students and staff in the event of an earthquake. In the course of this work the contractor also tested and examined the gas pipeline running into the school beyond the seismic valve and discovered significant corrosion on sections of the pipeline. Gas service to the school was temporarily shut off as a safety measure and the corroded sections of pipe were replaced to ensure the safety of students and staff. With school starting on August 24, 2017, there was an urgency to complete the pipe replacement prior to this date.

Quick Summary:

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.

Order #36 - 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:

Dr. Tukloff shared that Pacifica School District has been in search of a resource specialist instructor for Ingrid B. Lacy (IBL) Middle School. This teaching position provides direct instructional services to students in grades 6-8 identified by the Individualized Education Program specifically in the area of English Language Arts (ELA).

After completing the interview process, the position was offered to Mr. Shakeel Ali pending the Pacifica School District Board of Education approval of the Provisional Internship Permit. As indicated in discussion that it is not ideal to not have a fully credentialed teacher serving the Resource Specialist Program (RSP), it was also understood of the difficulty in finding fully credentialed teachers in the area of special education. It was noted that Mr. Ali will be provided additional support from a district mentor RSP teacher and the curriculum specialists.

Quick Summary:

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.

Minutes:

Josie Peterson shared that there were no complaints filed during the 4th Quarter (April 1, 2017 - June 30, 2017).

Quick Summary:
INFORMATION

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

Minutes:

Josie Peterson shared that in accordance with the Education Code, School Districts are required to report their quarterly interest earnings by fund. Summarized in the attached Board memo are the most recent quarterly interest earnings for the 4th Quarter 2016-17 and the year-to-date earnings by each fund.

Quick Summary:
INFORMATION

12.j. Nominations for CSBA's Legislative Awards Program - 8:25 P.M.

Minutes:

Dr. Tukloff shared that nomination for CSBA's Legislative Awards Program is now open. All California school and county boards are eligible to nominate the local Senator, Assembly-member or member of Congress for a CSBA Legislative Award, honoring lawmakers who demonstrate strong leadership for public school students and their families.

After discussion, the Board took no action in nominating someone for the CSBA Legislative Award.

Quick Summary:
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.

Minutes:

Dr. Tukloff shared that nominations for CSBA Director-at-Large for African American and American Indian are currently being accepted until Friday, Sept. 29, 2017. Nominations for Director-at-Large must be made by a CSBA board member and the nominee must be a board member from a CSBA district member.

After discussion, the Board chose not to move forward in potentially nominating someone for CSBA Director-at-Large for African American and American Indian.

Quick Summary:
DISCUSSION

12.1. City of Pacifica, 60th Anniversary of Incorporation - 8:35 P.M.

Minutes:

The Office of the Superintendent received communication from the City of Pacifica; Parks, Beaches and Recreation Department regarding commemoration discussions for the 60th anniversary of the incorporation of the City of Pacifica.

After discussion, the Board directed staff to move forward with the Pacifica School District participation in this commemorative event.

Quick Summary:

INFORMATION/DISCUSSION

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

Order #37 - Motion Passed: Passed with a motion by Ms. Elizabeth Bredall 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:

The 2017 Pacifica School District Board of Education meetings were reviewed and voted upon at the December 2016 meeting. A request has been made to change the Board Work Study: LCAP and Budget from Wednesday, October 18th to Wednesday, September 27, 2017.

Quick Summary:

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.

Minutes:

The Pacifica School District Board of Trustees assigns themselves to a particular school with the intent for a Trustee to gain a deeper understanding about the school community. Each year the Trustees change school assignments.

After Board discussion, the following assignments were determined:

Kathy Shiokari: Ocean Shore

Elizabeth Bredall: Vallemar

Laverne Villalobos: LMEC and Ortega

Jesse Levin: Cabrillo and Sunset Ridge

Andrea Gould: Ingrid B. Lacy Middle School

Quick Summary:
DISCUSSION

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

13.a. E 9270 Conflict of Interest (First Reading)

Minutes:

Dr. Tukloff presented to the Board, due to a change in administrative titles, the current Pacifica School District E 9270 which has been updated to reflect the current designated positions. No changes were made by the Board.

Quick Summary:

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)

Minutes:

Trustee Shiokari reviewed each item for the 1,000, 2,000, 4,000, 9000 series of the May 2017 Manual Maintenance (First Reading). There were no changes made by the Board.

Quick Summary:

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)

Minutes:

Trustee Shiokari reviewed each item for the 3,000, 7,000, series of the May 2017 Manual Maintenance (First Reading). There were no changes made by the Board.

Quick Summary:

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)

Minutes:

Trustee Shiokari reviewed each item for the 5,000 series of the May 2017 Manual Maintenance (First Reading). There were no changes made by the Board.

Quick Summary:

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)

Minutes:

Trustee Shiokari reviewed each item for the 6,000 series of the May 2017 Manual Maintenance (First Reading). There were no changes made by the Board.

Quick Summary:

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 6145.2Athletic Competition PSD Current - Recommend Delete INFORMATION/DISCUSSION

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

Minutes:

Dr. Tukloff reviewed the Future Agenda.

15. ADJOURNMENT - 9:30 P.M.

Minutes:

Trustee Shiokari adjourned the meeting at 8:31 P.M.

Quick Summary:

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. 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