



375 Reina Del Mar Avenue \* Pacifica, California \* 94044  
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*Preparing Students for an Evolving World*  
[www.pacificasd.org](http://www.pacificasd.org)

## BOARD OF TRUSTEES MEETING

Reorganization Meeting  
December 06, 2017 6:00 PM  
375 Reina Del Mar Avenue  
Pacifica, CA 94044

### **1. OPEN SESSION - 6:00 P.M. - CALL TO ORDER, ROLL CALL**

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.

### **2. ANNOUNCEMENT OF CLOSED SESSION**

### **3. PUBLIC COMMENT ON CLOSED SESSION ITEMS**

### **4. CLOSED SESSION**

#### **4.a. Conference With Real Property Negotiators**

**4.a.1. Property: Oddstad School Site, 930 Oddstad Boulevard,  
Pacifica, CA Agency Negotiator: Wendy S. Tukloff,  
Superintendent Under Negotiation: price and terms of  
sale/lease**

#### **4.b. Conference with Labor Negotiator Agency Negotiator: Wendy S. Tukloff, Superintendent**

**4.b.1. Employee Organizations: CSEA (California School  
Employees Association, Chapter 128), LSEA (Laguna Salada  
Education Association), LSMA (Laguna Salada Management  
Association)**

#### **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**

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.

**6. 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

**6.a. Agenda of the December 6, 2017 meeting**

**Wendy S. Tukloff**

*It is recommended that the Board approve the agenda for the December 6, 2017 Regular meeting.*

*CONSENT/ACTION*

**6.b. Consideration of Acceptance Warrants**

**Josie Peterson**

It is recommended that the Board approve the attached commercial warrants for the period of 10/31/2017 through 11/15/2017 totaling \$560,389.87.

*CONSENT/ACTION*

**6.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*

**6.d. Personnel Changes**

**Wendy Tukloff**

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

*CONSENT/ACTION*

**6.e. BP/AR 6153 School-Sponsored Trips (Second Reading)**

**Will Lucey**

*SECOND READING*

BP/AR 6153 School-Sponsored Trips

*CONSENT/ACTION*

**6.f. October 2017 Manual Maintenance (0000, 1000, 4000 Series)  
(Second Reading)**

**Wendy S. Tukloff**

It is recommended that the Board approve the October 2017 Manual Maintenance -  
0000, 1000, 4000 Series

*SECOND READING*

BP 0400 Comprehensive Plans  
Use CSBA Sample as is with suggested changes

BP 0460 LCAP  
Use CSBA Sample with suggested changes

AR 0460 LCAP  
Use CSBA Sample with additional changes

BP 0500 Accountability  
Use CSBA Sample with additional changes

BP 0520.2 Title I Program Improvement  
Delete PSD Current

AR 0520.2 Title I Program Improvement  
Delete PSD Current

Sample BP 1113 District and School Web Sites  
Use CSBA Sample with additional changes

AR 1113 District and School Web Site  
Use CSBA Sample with suggested changes

BP 4140, 4240, 4340  
Use CSBA Sample as is

*CONSENT/ACTION*

**6.g. October 2017 Manual Maintenance (3000 Series) (Second  
Reading)**

**Josie Peterson**

It is recommended that the Board approve the October 2017 Manual Maintenance - 3000  
Series

*SECOND READING*

BP 3280 Sale or Lease of District-Owned Real Property  
Use CSBA Policy As Is (Reflects New Law)

BP 3513.4 Drug and Alcohol Free Schools  
New CSBA Policy

AR 3515.6 Criminal Background Checks for Contractors  
Use CSBA Sample with Revisions (New Law)

*CONSENT/ACTION*

**7. PRESENTATIONS - 7:10 P.M.**

**7.a. Beverly Gerard, San Mateo County Board of Education Trustee** **Wendy Tukloff**

*PRESENTATION*

**8. REORGANIZATION - 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.

**8.a. Election of 2018 Officers (President, Vice President, Clerk, Vice Clerk) and Appointment of Secretary to the Board** **Wendy S. Tukloff**

It is recommended that the Board of Trustees elect officers for the 2018 calendar year and appoint Wendy Tukloff, Superintendent, as Secretary to the Board.

*ACTION*

**8.b. Board Meeting Calendar for 2018** **Wendy S. Tukloff**

It is recommended that the Pacifica School District Board of Education Trustees approve the listed dates for the 2018 Board meetings that includes business meetings and work studies.

*ACTION*

**8.c. Board of Trustees Committee Assignments, 2018** **Wendy S. Tukloff**

It is recommended that the Pacifica School District Board of Trustees adopt committee assignments for the 2018 calendar year.

*ACTION*

**8.d. Resolution No. 2017-12-06-A: Delegation of Authority** **Wendy S. Tukloff**

It is recommended that the Pacifica Board of Trustees approve Resolution No. 2017-12-06-A, Delegation of Authority for the Board of Trustees to the Superintendent for the 2018 calendar year.

*ACTION*

**9. APPROVAL OF THE MINUTES of November 15, 2017 - 7:35 P.M.**

**Wendy S. Tukloff**

*ACTION*

**10. COMMUNICATIONS - 7:40 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.

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

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

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

**10.d. Correspondence**

**10.e. Board/Superintendent Communications**

**11. DISTRICT BUSINESS - 7:50 P.M.**

**11.a. Child Nutrition Supervisor: Job Description and Salary Placement  
(LCAP: Operations)**

**Wendy Tukloff**

It is recommended that the Board approve the updated job description for Child Nutrition Supervisor and salary range.

*ACTION*

**11.b. Resolution No. 2017-12-06-B: Board Compensation for Missed  
Meetings (LCAP: Governance)**

**Wendy S. Tukloff**

It is recommended that the Pacifica School District Board of Education Trustees approve Resolution No. 2017-12-06-B: Board Compensation for Missed Meetings.

*ACTION*

**12. FUTURE AGENDA ITEMS - 7:55 P.M.**

**Wendy S. Tukloff**

**13. ADJOURNMENT - 8:00 P.M.**

**NEXT MEETING: Tentatively, January 17, 2018, 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