



**Pacifica School District
Regular Meeting**
February 03, 2016 7:00 PM
375 Reina Del Mar Avenue

Pacifica, CA 94044

Attendance Taken at 5:59 PM:

Present:

Ms. Elizabeth Bredall
Ms. Andrea Gould
Mr. Matthew Levie
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:

Meeting called to order at 6:00 p.m.

Staff present: W. Tukloff, J. Peterson, R. Avila, T. Van Raaphorst, S. Ramirez

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:

Mr. Levie 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 Legal Counsel - Existing Litigation:
(Paragraph (1) of subdivision (d) of government code section 54956.9)
Name of Case: Cal200 et al. v. Apple Valley Unified et al.
Case Number: CPF-15-514477

4.b. Conference with Legal Counsel - Anticipated Litigation:

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of government code section 54956.9: Number of potential cases: 2

4.c. Conference with Labor Negotiator

Agency Negotiator: Wendy S. Tukloff, Superintendent

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

5. OPEN SESSION - 7:00 P.M. - CALL TO ORDER, FLAG SALUTE, ROLL CALL AND ANNOUNCEMENT: RECORDING OF THE MEETING

Minutes:

Mr. Levie reconvened to Open Session at 7:00 p.m.

Flag salute was led by Ms. Villalobos.

Staff present: W. Tukloff, R. Avila, J. Peterson, T. Van Raaphorst, S. Ramirez

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6. REPORT OUT ON CLOSED SESSION TOPICS

Minutes:

Mr. Levie indicated the Board met during Closed Session and No Action Was Taken.

Quick Summary:

Report Out and APPROPRIATE ACTION

7. APPROVAL OF THE MINUTES of January 13, 2016

Motion Passed: It is recommended that the Board approve the Minutes of the January 13, 2016 Regular Meeting. Passed with a motion by Ms. Kathy Shiokari and a second by Ms. Andrea Gould.

Yes Ms. Elizabeth Bredall

Yes Ms. Andrea Gould

Yes Mr. Matthew Levie

Yes Ms. Kathy Shiokari

Yes Ms. Laverne Villalobos

Quick Summary:

ACTION

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

Motion Passed: It is recommended that the Board approve the agenda for the February 3, 2016 Regular meeting and all consent agenda items. Passed with a motion by Ms. Elizabeth Bredall and a second by Ms. Kathy Shiokari.

Yes Ms. Elizabeth Bredall

Yes Ms. Andrea Gould
Yes Mr. Matthew Levie
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

8.a. Agenda of the February 3, 2016 meeting

Quick Summary:

It is recommended that the Board approve the agenda for the February 3, 2016 Regular meeting.

CONSENT/ACTION

8.b. Consideration of Acceptance Warrants

Quick Summary:

It is recommended that the Board approve the attached commercial warrants for the period of 12/18/15 through 1/22/16 totaling \$767,337.14.

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

It is recommended that the Board approve the Personnel Items as presented.

8.e. Overnight Field Trip Approval

Quick Summary:

CONSENT/ACTION

It is recommended that the Board approve the overnight field trip as presented.

8.f. AR 4350 - Compensation

Quick Summary:

SECOND READING

It is recommended that the Board approve AR 4350 Compensation PSD Current with Revisions. AR 4350 Compensation (Attachment A)

8.g. BP/AR 5111.1 District Residency

Quick Summary:

SECOND READING

It is recommended that the Board approve BP/AR 5111.1 District Residency - as presented.

BP 5111.1 District Residency (Attachment A)

It is recommended that the Board approve CSBA Sample With Revisions.

AR 5111.1 District Residency (Attachment B)

It is recommended that the Board approve CSBA Sample With Revisions.

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:

Meghann Elsbernd, LSEA Co-President indicated she had hoped to introduce Barbara DeVolder, Math Lead at Cabrillo, but Ms. DeVolder was unable to attend. Ms. Elsbernd shared with the Board about the "Mathy Month" they were able to have at Cabrillo including Math Problems of the Month presented at Family Math Day, as well as the introduction of Technology. Last week the 5th graders were the leaders that presented Hooked on Math to the K-1st graders. As Ms. Elsbernd expressed it was a very "Mathy" 2 weeks at Cabrillo.

9.b. CSEA (Classified School Employees Association)

Minutes:

Sue Beckmeyer, President of CSEA, shared she had just come from an event at the Moose Lodge where 200-300 parents were there in support of the Cabrillo String Band - a 3rd and 4th grade Bluegrass Band. In addition Ms. Beckmeyer wanted to express the gratitude of the CSEA membership for the recent staff development they have received.

9.c. People Wishing to Address the Board

Minutes:

Jesse Levin, parent of two young students at Cabrillo, addressed the Board to share an announcement on behalf of many parents in the District who hold a deep conviction that providing a rich and fulfilling educational experience to all children attending schools in our district is a top priority. One way of fulfilling that desire during lean times has been the Parcel Tax that has been in place over the past seven years. It will expire in 2017. He indicated a group has formed a campaign committee to chair and support a run for the renewal of the Parcel Tax. Those parents include Jesse Levin (Cabrillo School), Joshua Cosgrove (Ortega School), Michele Husak (Valleamar School), and Vicki Settler (Ocean Shore School).

9.d. Correspondence

Minutes:

Dr. Tukloff received congratulations from our SELPA Director that indicated the District is 100% compliant with CASEMIS. She extended her appreciation to Susanne Campos, Dr. Avila, and the rest of the team of the Special Education Department! Dr. Tukloff also received wonderful news from CASBO indicating Josie Peterson received her certification! Ms. Peterson shared CASBO has a program for aspiring CBOs to become certified. They also have an amnesty program for current CBOs, of which Ms. Peterson qualified.

9.e. Board/Superintendent Communications

Minutes:

Board members discussed events and activities they attended and participated in since the last Board meeting including: Joint Articulation Meeting; IBL site visit; January Jazz; SMCSBA dinner meeting - Milton Reynolds presentation on Racial Bias; Pacifica School Volunteers Board meeting; 1st Vallemar Read Aloud; Parcel Tax meetings; Oddstad meetings; Cabrillo Family Day; 6th Grade Lottery; visited the Sunset Ridge library; Vallemar E-Waste; Ocean Shore General PTO meeting at which the 4th-5th graders sang.

Ms. Shiokari shared that Mr. Andy Lie, JUHSD Board Member, attended the Joint Articulation meeting and shared their district's Stop Bullying Now button on each of their school websites providing everyone an easy way to anonymously report bullying.

Ms. Bredall mentioned PEF Donation Day was coming up on Thursday, February 11th. She also shared Sunset Ridge would be hosting their Annual Pancake Breakfast on Saturday, February 5th.

Mr. Levie shared that Ocean Shore's all girls Robotics team, Rainbow le Tech, did very well at their competition! Mr. Levie also thanked Ms. Van Raaphorst for helping him get out the Message from the Board President. He indicated he had received wonderful feedback, and hoped future Board Presidents might consider continuing this endeavor. He also clarified all of the Board members reviewed the message and indicated that it really is from the entire Board.

10. 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.

10.a. 2015-2016 Comprehensive and School Site Safety Plans (Goal: LCAP #7 - School Climate) (7:20 p.m.)

Motion Passed: It is recommended that the Board approve the School

Site Safety/Emergency Plans as presented. 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. Matthew Levie
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Dr. Avila indicated BP 0450 recognizes students and staff have the right to a safe and secure campus. Therefore, our Safety plans are to be updated annually by March 1st of each year. The plans this year again include "The BIG FIVE" used by districts, police and fire departments throughout San Mateo County. John Hashizume, Director of Facilities, Maintenance and Operations coordinated the efforts to complete the work and was present at the Board meeting to address the Board.

Ms. Shiokari asked about the status of the Satellite phones. Mr. Hashizume indicated the phones themselves are fully operational, but the reception is not the best. He is researching systems that will work better here in Pacifica. Ms. Shiokari asked for clarification about the District staff's duties as a Search & Rescue person. Mr. Hashizume indicated the staff members would assist Emergency Services in leading them to areas where staff might be trapped in the event of an earthquake, etc. Ms. Shiokari also questioned why the District does not have an Administrative Regulation that addresses Tsunamis, and staff will research that concern. Additionally, Ms. Shiokari questioned if there was a plan to get our students with mobility issues out of buildings. Dr. Avila indicated a support staff member would be assigned to these individuals as a part of that site's individual drill. Ms. Shiokari also questioned where the students at Linda Mar Educational Center actually go when they go to high ground. Dr. Avila indicated they could update the plan with an actual street name. Mr. Hashizume shared these are living documents that he will continually work on and update as changes need to be made.

Quick Summary:

DISCUSSION/ACTION

Comprehensive School Safety Plan 2015-2016 (Attachment #1)

Appendices to Comprehensive Plan (Attachment #2)

Individual Site Safety Plans District Office and Educational Support Services (Attachment #3)

Cabrillo Elementary School (Attachment #4)

Ingrid B. Lacy Middle School (Attachment #5)

Linda Mar Educational Center (Attachment #6)

Ocean Shore Elementary School (Attachment #7)

Ortega Elementary School (Attachment #8)

Sunset Ridge Elementary School (Attachment #9)

Vallemar Elementary School (Attachment #10)

10.b. 2016-2017 School Calendar (Goal: LCAP #7 School Climate) (7:35 p.m.)

Motion Passed: It is recommended that the Board approve the School Calendar for the 2016-2017 School Year. Passed with a motion by Ms. Laverne Villalobos and a second by Ms. Kathy Shiokari.

Yes Ms. Elizabeth Bredall

Yes Ms. Andrea Gould

Yes Mr. Matthew Levie

Yes Ms. Kathy Shiokari

Yes Ms. Laverne Villalobos

Minutes:

Dr. Avila shared the calendar being recommended has been discussed with the District labor partners at the Calendar Committee meetings that were held on November 30th, and January 6th and 25th. Dr. Avila indicated Presidents' Week, Spring Break, and Winter Break all align with our JUHSD neighbors, something both districts have wanted for a long time.

Quick Summary:

ACTION

10.c. Educational Support Services (ESS) Update (Goal: LCAP #2, #5, #7; Governance) (7:40 p.m.)

Minutes:

Dr. Tukloff and staff provided the Board with updates from Educational Support Services regarding activities that support the LCAP Goals. The presentation highlighted:

1) Curriculum and Instruction: Humanities and Curriculum Adoptions
Mathematics and English Language Arts/English Language Development.

2) Professional Development

3) Assessments: CAASP (California Assessment on Student Performance and Progress); Data Analytics Tool - Illuminate

Ms. Van Raaphorst partnered with Dr. Tukloff on this presentation. Katherine Mihalov and Lauren Fong, Humanities Specialists and Stacy Russell, Math Specialist, were in the audience to answer questions. Staff's Power Point presentation can be found attached to this Board Agenda Item on the District's website.

Dr. Tukloff shared that Handwriting - Print and Cursive, are a part of the New State Standards - ELA. Dr. Tukloff reviewed the implementation as they are taught to our students in kindergarten through grade 4. Ms. Villalobos shared that, as she has indicated before, one of her concerns is the teaching of Cursive Handwriting in our schools. She asked if what Dr. Tukloff shared is currently in place, or will it be started next year. Dr. Tukloff indicated all

teachers are currently teaching Cursive, but may be using different approaches. She indicated that the Humanities Specialists and Humanities Leads will continue the conversation as they work with schools on the implementation of the new standards for English Language Arts and English Language Development.

Mr. Levie indicated he was surprised that "under God" was still included in the Pledge of Allegiance. He questioned which version of the Pledge of Allegiance was being used in the District. Dr. Tukloff indicated staff can investigate this issue to find out if this has been a concern in Pacifica School District. She indicated if students have a religious or belief issue with the Pledge of Allegiance, they always have the opportunity to express their preference not to say "under God" or to recite the Pledge of Allegiance. She feels teachers have always been thoughtful about this issue. She also indicated, as the District works with the Social Science plan, alternate ways to address Mr. Levie's concerns may arise. Parents are also welcome to express their wishes to their student's teacher at any grade level. Ms. Gould expressed she feels the Board should model skipping "under God" at the Pledge of Allegiance at each Board meeting. Mr. Levie indicated he and Dr. Tukloff will research Ms. Gould's proposal and bring this information back to a future meeting.

Quick Summary:
INFORMATION

10.d. Sexual Health Education Curriculum Adoption (LCAP #1, #4) (8:00 p.m.)

Motion Passed: It is recommended that the Pacifica School District Board of Trustees approve the adoption of the Teen Talk curricula as the Pacifica School District Sexual Health Education curricula for middle school. Passed with a motion by Ms. Kathy Shiokari and a second by Ms. Andrea Gould.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Matthew Levie
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Dr. Tukloff indicated a new law went into effect on January 1, 2016 that changes Comprehensive Sexual Health Education and HIV/AIDS Prevention Education. In review of our current PSD Sexual Health Education curriculum, our instructional materials are no longer compliant for grade 7. Dr. Tukloff commended Seva Steel, the District's Science Specialist, for taking the lead on the process of:

- 1) Reaching out to Health Connected, a non-profit corporation which serves students and families through its sexual health education programs in the San Francisco Bay Area and offers its curricula and training to educators through the country
- 2) Committee meeting with Health Connected
- 3) Administrator input at leadership and curriculum meetings
- 4) Teacher input
- 5) Parent input

The District is bringing before the Board for action at this meeting the Grade 7 materials/program "Teen Talk". The District is also looking at Grade 5 materials/program "Puberty Talk" to be used for 2016-17, and after a little more review hope to bring these materials before the Board at the next meeting.

Ms. Steel was present to address the Board and answer any questions and comments.

Quick Summary:
ACTION

10.e. Educator Effectiveness Block Grant (EEBG) Plan (Goal: LCAP #1, #4, Operations) (8:10 p.m.)

Minutes:

Ms. Van Raaphorst indicated AB 104, Section 58 and SB 103, Section 8 appropriate funds to school districts for the Educator Effectiveness program. Allocations will be made during the 15-16 Fiscal Year based on 14-15 full-time equivalent certificated staff, and are subject to the following conditions. The districts must: 1) Develop and adopt a plan delineating how these funds will be spent; 2) Explain the plan at a public meeting of the governing board prior to its adoption at a subsequent meeting; and 3) Follow the guidelines provided for allowable expenditures outlined in the legislation.

The proposed plan is designed to allow Pacifica School District to meet these conditions and was developed in consultation with teachers, administrators, and classified staff to align with district goals.

The Educator Effectiveness Block Grant Three-Year Plan can be viewed on the District's website attached to this Board item. It was brought before the Board at this meeting for discussion and will be brought back before the Board on 3/2/16 for approval.

Quick Summary:
DISCUSSION

10.f. Oddstad Property Consultant Contract Authorization (LCAP GOAL 3: Facilities & Maintenance) (8:20 p.m.)

Motion Passed: It is recommended that the Board of Trustees authorize staff to enter into a contract with Thompson-Dorfman for the pre-development phase of the Oddstad Property. 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. Matthew Levie
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Ms. Peterson indicated the Board started discussions about Oddstad Property in 2010 and put into place a 7-11 Committee. At the August

26, 2015 Board Meeting, the Board discussed next steps for the Oddstad Property. At that time Kelly Rem, Lozano Smith, provided a presentation which outlined for the current Board the history of Oddstad, previous Board actions taken and options for the Board to consider moving forward. The Board expressed interest in moving forward with the Oddstad process and an informal subcommittee was formed which includes Mr. Levie & Ms. Bredall, Ms. Peterson, and Mr. Hashizume. The committee met and discussed the following options:

- 1) Sell or lease all or a portion of the property
- 2) Maintain ownership & District builds on the property
 - a) Educator Housing
 - b) Possibly include Habitat for Humanity

At the same time, the City of Pacifica scheduled a presentation from San Mateo Community College District regarding their affordable housing activities. Discussion by the PSD Board at their 11/18/15 Board meeting provided direction to the subcommittee to find a consultant who could assist with maintaining ownership and building Educator Housing.

The committee contacted Thompson-Dorfman, the consultant who assisted with the Community College project with the intention of hiring Thompson-Dorfman for the pre-development phase only and then prepare a Request for Proposal for the construction phase.

The 7-11 Committee (2012) provided input from Community/Board/Staff:

- 1) Desire to maintain the neighborhood
- 2) Retain playing fields for public use
- 3) Retain a portion of the property to accommodate future needs of the District
- 4) General long-term revenue stream
- 5) Traffic considerations

There have been additional considerations based on ideas generated since August 2015:

- 1) Workforce housing project
- 2) Joint Agreement with City/Jefferson to allow City & High School district staff
- 3) Adding a community clubhouse or similar activity
- 4) Keeping the school building for income purposes
- 5) Keeping acreage for future school building (with or without current building)
- 6) Habitat for Humanity Project
- 7) Market rate housing

Ms. Peterson indicated tonight the subcommittee is requesting feedback from the Board and approval for staff to work with Thompson-Dorfman on a proposal. Their initial estimate is between \$75K-\$100K. Ms. Peterson indicated she also has been updating the 7-11 Committee members regarding the process the Board is currently following. She also asked that any person at this meeting (or in the TV audience) interested in receiving email updates to please provide her with

their current email address so that they can be informed and come to future meetings and participate in the process.

Mr. Levie indicated there were members of the public that wished to address the Board:

1) Joy Hitzeman, community member and member of the 7-11 Committee - Ms. Hitzeman expressed her concerns for changes regarding Oddstad School. She believes Educator Housing may be a viable option, hopes to maintain the fields, and maintain the flavor of the neighborhood.

2) Kalimah Salahuddin, Board President of JUHSD, and Board member for Habitat for Humanity Greater San Francisco - Ms. Salahuddin and Andy Lie, fellow Board member of JUHSD, were in attendance tonight to gather information about PSD's process with the Oddstad surplus property. She expressed JUHSD's difficulties in attracting teachers based on what the district can afford to pay. "Educator Housing" is thinking outside the box, and offers districts a way to attract teachers who otherwise would not be able to afford to work in Pacifica. Switching to her Habit "hat" she expressed that she understands communities are concerned about affordable housing, and expressed reasons why putting houses on that property would be advantageous for the neighborhood. She asked the Board to consider a Habitat for Humanity project in this process.

3) Sue Beckmeyer, CSEA President - Ms. Beckmeyer asked that the Board move forward with the process, include as much staff as possible in the process, and to include as many surveys as possible in the process.

4) Horace Hinshaw, Editor of the Pacifica Tribune and member of the 7-11 Committee - Mr. Hinshaw asked that the Board move forward with the process. He supports Educator Housing. He asked that the Board keep playing fields in the plan, which he feels is good for the school district and the community as a whole.

Mr. Levie indicated he would like the Board to first consider the contract with Thompson-Dorfman, and then discuss those things they would like Thompson-Dorfman to consider.

Mr. Hashizume was present at the Board meeting to help address any questions the Board may have.

Mr. Levie presented to the Board members each of the considerations based on ideas generated since August 2015, and asked the Board's input before gathering an informal consensus for each:

1) Workforce housing project -- Yes (5) - No (0)

2) Joint Agreement with City/Jefferson to allow City & High School District staff -- It has been determined in conversations with Thompson-Dorfman that this is not a viable option without a Joint Powers Agreement, which is problematic. This option may be something that we might want to tackle, down the road, should we find via a survey that we do not have enough employees expressing interest. The City and JUHSD have the option of doing this on land that they possess.

3) Keep the Soccer Fields -- Yes (5) - No (0)

4) Adding a community clubhouse or similar activity -- Yes (5) - No (0)

5) Keeping acreage for future school building (with or without current building) -- Ask Thompson-Dorfman to advise the District, to make proposals in this regard. Mr. Levie recapped that the Board is willing to remove the building as long as the District is able to maintain enough property should we need a school at the site in the future.

6) Habitat for Humanity Project -- Mr. Levie asked the Board how they felt about asking Thompson-Dorfman if they can work with Habitat to potentially include on the property a Habitat project/ownership housing? Ms. Bredall asked if the District has the right to gift away land, and whether it is right to give away potential income down the road. Ms. Shiokari felt, given the tenor of last year's labor negotiations, that our staff should be surveyed about this issue. She felt part of the negotiation discussion surrounded the fact that the District wanted to control costs and now the Board is considering donating land, though to a very reputable organization. Ms. Villalobos expressed a desire to support a Habitat for Humanity Project in order to address the needs of our community. Ms. Gould shared that we as a District are a purveyor of social justice, and this is a wonderful way of expressing that to our students by doing the right thing and supporting a Habitat for Humanity Project. Mr. Levie believes this is a very unique opportunity to help maintain diversity in our community. Mr. Levie asked the Board if the committee could convey to Thompson-Dorfman "If, after taking into consideration maintaining land for the Workforce Housing, leaving space for another school site/additional workforce housing, maintaining space for the soccer fields and space for the clubhouse, and we still have an acre to an acre-and-a-half for a Habitat for Humanity Project, to have Thompson-Dorfman provide a proposal that would include the project." The Board then discussed possible items that would appear on the survey to the employees. Ms. Shiokari indicated, if the Board did not feel they could support a question on the survey regarding a possible Habitat for Humanity Project, then she did ask that a lot of education be put forth to staff explaining why the District is considering a Habitat for Humanity project on a portion of the Oddstad Property. Mr. Levie asked the Board "Given outreach to our staff regarding the social need for this project, and that they then are generally in favor of a project such as this, is it okay to include Habitat in the instructions to Thompson-Dorfman to potentially include a Habitat project?" The Board indicated -- Yes (5) - No (0).

7) Market Rate Housing -- Should or should this not be included in any potential development? General consensus - not at this time. Yes (5) - No (0)

Quick Summary:
DISCUSSION/ACTION

10.g. Legislative Action Day (Goal: Governance) (8:45 p.m.)

Minutes:

Dr. Tukloff indicated CSBA asks all members to join them in Sacramento for CSBA's Legislative Action Day on Tuesday, March 15th. Ms. Bredall indicated she has already signed up to attend. Mr. Levie asked that he be registered, but is not 100% sure that he will be available.

Quick Summary:

DISCUSSION

10.h. Budget Development Calendar (Goal: Governance) (8:50 p.m.)

Motion Passed: It is recommended that the Board approve the Budget Development Calendar for the preparation and adoption of the 2016-2017 Budget. Passed with a motion by Ms. Kathy Shiokari and a second by Ms. Elizabeth Bredall.

Yes Ms. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Matthew Levie
Yes Ms. Kathy Shiokari
Yes Ms. Laverne Villalobos

Minutes:

Ms. Peterson indicated the budget development process begins well in advance of the next fiscal year. One of the initial steps is to establish the Budget Development Calendar which provides an orderly process that meets State and Local Board requirements while providing appropriate time for public and employee review and input. AB1200, fiscal accountability legislation, mandates timelines for Budget adoption for local districts.

Quick Summary:

ACTION

11. BOARD BYLAWS, BOARD POLICIES & ADMINISTRATIVE REGULATIONS (Goal: Governance) - 8:55 P.M.

11.a. BP/AR 4154 - Health and Welfare (First Reading) (8:55 p.m.)

Minutes:

No changes were requested by the Board.

Quick Summary:

FIRST READING

BP 4154 Health And Welfare Benefits (Attachment A & A1)
Use PSD Current With Revisions

AR 4154 Health And Welfare Benefits (Attachment B & B1)
Use PSD Current With Revisions

11.b. December 2015 Manual Maintenance Minor Revisions - 4000, 5000 Series (First Reading) (9:05 p.m.)

Minutes:

No changes were requested by the Board.

Quick Summary:

FIRST READING

December 2015 Manual Maintenance Minor Revisions - 4000, 5000 Series

AR 4032 Reasonable Accommodation (Attachments A & A1)

Approve CSBA Sample As Is

BP 4119.11/4219.11/4319.11 Sexual Harassment (Attachments B & B1)

Approve CSBA Sample As Is

BP 5117 Interdistrict Attendance (Attachments C & C1)

Approve PSD With Revisions

BP 5123 Promotion/Acceleration/Retention (Attachments D & D1)

Approve PSD With Revisions

AR 5125 Student Records (Attachments E & E1)

Approve PSD As Is

**11.c. December 2015 Manual Maintenance Minor Revisions - 6000 Series
(First Reading) (9:10 p.m.)**

Minutes:

No changes were requested by the Board.

Quick Summary:

FIRST READING

December 2015 Manual Maintenance Minor Revisions - 6000 Series

BP 6142.92 Mathematics Instruction (Attachment A)

Minor Revisions Not Applicable

BP 6177 Summer Learning Programs (Attachment B)

Use CSBA Sample With Revisions

12. FUTURE AGENDA ITEMS - 9:15 P.M.

Minutes:

Dr. Tukloff indicated two items should be added to the March 2nd Board

Agenda: 1) CSBA Delegate Assembly; and 2) Parcel Tax 2016 Renewal

Resolution & Public Hearing

Ms. Shiokari asked when the Board was going to again discuss the Board Self-Review. Mr. Levie indicated he would contact Ms. Shiokari and find a time for the two of them to meet with Dr. Tukloff about this.

13. ADJOURNMENT - 9:20 P.M.

Minutes:

Mr. Levie adjourned the meeting at 9:51 p.m.

Quick Summary:

NEXT MEETING: March 2, 2016, 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.

Clerk

Superintendent