



375 Reina Del Mar Avenue * Pacifica, California * 94044
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Preparing Students for an Evolving World
www.pacificasd.org

BOARD OF TRUSTEES MEETING

When: Apr 1, 2020 06:00 PM Pacific Time (US and Canada)

Topic: Regular Board Meeting-Open Meeting to Closed Session

Please click the link below to join the webinar:

<https://zoom.us/j/455511456>

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Webinar ID: 455 511 456

When: Apr 1, 2020 07:00 PM Pacific Time (US and Canada)

Topic: Regular Board Meeting

Please click the link below to join the webinar:

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Webinar ID: 808 997 802

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. 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.

Speakers wishing to address the Board, please submit your first name, last name through the Q & A area of the webinar. You will be called by the Board President one at a time to address the Board, your microphone will be unmuted and you may speak up to 3 minutes, after you have spoken, your microphone will be muted.

2. ANNOUNCEMENT OF CLOSED SESSION

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS

4. CLOSED SESSION

**4.a. 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. 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.

Speakers wishing to address the Board, please submit your first name, last name and agenda item number through the Q & A area of the webinar prior to the Communications portion of the meeting. You will be called by the Board President one at a time to address the Board, your microphone will be unmuted and you may speak up to 3 minutes, after you have spoken, your microphone will be muted.

6. REPORT OUT ON CLOSED SESSION TOPICS

Report Out and APPROPRIATE ACTION

7. APPROVAL OF THE MINUTES of March 11, 2020

Dr. Heather Olsen

It is recommended that the Board approve the Minutes of the March 11, 2020 Regular Meeting

ACTION

8. 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

8.a. Agenda of the April 1, 2020 meeting **Dr. Heather Olsen**
It is recommended that the Board approve the agenda for the April 1, 2020 Regular meeting.
CONSENT/ACTION

8.b. Consideration of Acceptance Warrants **Josie Peterson**
It is recommended that the Board approve the attached commercial warrants for the period of 02/25/2020 through 03/13/2020 totaling \$755,360.40.
CONSENT/ACTION

8.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

8.d. Personnel Changes **Maria Gavidia**
It is recommended that the Board of Trustees approve the following Personnel items as presented.
CONSENT/ACTION

8.e. Internship and Student Teacher Agreement Between Pacifica School District and Notre Dame de Namur University **Maria Gavidia**
It is recommended that the Board approve the Memorandum of Understanding between the District and Notre Dame de Namur University to place their students enrolled in teaching in the teacher training curricula.
CONSENT/ACTION

9. COMMUNICATIONS - 7:10 P.M.

Speakers wishing to address the Board on items on the agenda or not on the agenda: **please post your question or comment in the chat on the Zoom meeting prior to the meeting or immediately upon the meeting opening. You will be called upon to address the Board.**

If you are addressing the Board on a non-agenda item, please be aware that the provisions of the Brown Act prohibit the Board from acting or discussing such matters at this meeting. Public comments are limited to three (3) minutes per person per topic.

9.a. LSEA (Laguna Salada Education Association)

9.b. CSEA (Classified School Employees Association)

9.c. People Wishing to Address the Board

9.d. Correspondence

9.e. Board/Superintendent Communications

10. DISTRICT BUSINESS - 7:40 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, under District Information, Board of Trustees.

10.a. Update on COVID-19 School Dismissal

Heather Olsen

Dr. Olsen will provide an update on the COVID-19 School Dismissal.

INFORMATION

10.b. Memorandum of Understanding Between Pacifica School District and LSEA Regarding Coronavirus (LCAP Goal: Operations)

Maria Gavidia

It is recommended that the Board approve the Memorandum of Understanding between the District and LSEA regarding working conditions during the Coronavirus student dismissal period.

ACTION

10.c. Memorandum of Understanding Between Pacifica School District and CSEA Regarding Coronavirus (LCAP Goal: Operations)

Maria Gavidia

It is recommended that the Board approve the Memorandum of Understanding between the District and CSEA regarding working conditions during the Coronavirus student dismissal period.

ACTION

10.d. Memorandum of Understanding between PSD and LSEA Regarding Posting of Vacancies (LCAP Goal: Operations)

Maria Gavidia

It is recommended that the Board approve the Memorandum of Understanding between the District and LSEA regarding the posting of vacancies.

ACTION

10.e. Approval of Form J-13A Request for Allowance of Emergency Conditions (LCAP Goal: Operations)

Josie Peterson

It is recommended that the Board approve the Form J-13A Request for allowance of Attendance because of emergency conditions.

ACTION

10.f. Measure O Update (LCAP: Operations)

Josie Peterson

INFORMATION/PRESENTATION

- 10.g. Project Manager Job Description (LCAP Goal: Operations)** **Maria Gavidia**
It is recommended that the Board approve the new job description for Project Manager.
- DISCUSSION/ACTION*
- 10.h. New Job Description: Coordinator of Instructional Technology (LCAP Goal: #1, Operations)** **Heather Olsen**
It is recommended that the Board approve the new job description for the Coordinator of Instructional Technology.
- ACTION*
- 10.i. Principal Vacancy at Ocean Shore School for 2020-2021 (LCAP Goals: #1, Operations)** **Heather Olsen**
- DISCUSSION*
- 10.j. Update on Ocean Shore Interim Principal (LCAP Goal: Operations)** **Heather Olsen**
- INFORMATION*
- 10.k. Adoption of Resolution No. 2020-04-01-A Endorsing April as Global Autism Awareness Month (LCAP Goal: #3)** **Maria Gavidia**
It is recommended that the Board of Trustees approve Resolution No. 2020-04-01-A Endorsing April as Global Autism Awareness Month.
- ACTION*
- 10.l. Declaration of Need for Fully Qualified Educators 2020-2021 (LCAP Goal: #1, Operations)** **Maria Gavidia**
It is recommended that the Board adopt a Declaration of Need for Fully Qualified Educators for the 2020-2021 school year.
- ACTION*
- 10.m. Lottery and Enrollment Update 2020-2021 (LCAP Goal: #3, Operations)** **Maria Gavidia**
- INFORMATION*
- 10.n. Pupil Services Update Spring 2020 (LCAP Goals: #1, #2, #3)** **Maria Gavidia**
Maria Gavidia, Executive Director of Special Education, Human Resources and Pupil Services, will give an overview of the social-emotional and wellness supports being provided to students and families through distance learning.
- INFORMATION*
- 10.o. Human Resources Update (LCAP Goal: #1)** **Maria Gavidia**
Maria Gavidia will provide an update on special education hiring to the Board of Trustees.
- INFORMATION*

10.p. Human Resources Director Job Description (LCAP Goals:#1, Operations) Maria Gavidia

It is recommended that the Board approve the new job description for Human Resources Director.

DISCUSSION/ACTION

10.q. Public Employee Appointment: Director of Human Resources (LCAP Goal: #1, Operations) Heather Olsen

It is recommended that the Board of Trustees appoint Alexis O’Flaherty as 1.0 FTE Director of Human Resources beginning the 2020-2021 school year.

ACTION

10.r. Discussion of Resolution 2020-03-11-D from March 11, 2020 Board Meeting (LCAP Goals: #1, Operations) Maria Gavidia

The Board of Trustees requested that this item be tabled at the March 11, 2020 Board meeting, and brought back for discussion at today’s meeting.

DISCUSSION

10.s. Network Analyst Job Description (LCAP Goals: #1, Operations) Heather Olsen

It is recommended that the Board approve the job description for the new position of Network Analyst.

ACTION

10.t. Resolution No. 2020-04-01-B: Resolution to Reduce Certain Classified Management Services (LCAP Goal: Operations) Heather Olsen

It is recommended that the Board approve Resolution No. 2020-04-01-B, a reduction in classified management position due to lack of work and/or lack of funds effective June 30, 2020.

ACTION

11. BOARD BYLAWS, BOARD POLICIES & ADMINISTRATIVE REGULATIONS (Goal: Governance) - 9:30 P.M.

11.a. BP 5131 Conduct (From October 2019 Manual Maintenance)(First Reading) Maria Gavidia

(Attachment A) BP 5131 Conduct (From October 2019 Manual Maintenance)(First Reading) Board Memo

(Attachment B) BP 5131 Conduct - Use CSBA Sample As Is

INFORMATION/DISCUSSION

11.b. AR 4116 Probationary Permanent Status (From October 2019 Manual Maintenance)(First Reading)

Maria Gavidia

(Attachment A) AR 4116 (From October 2019 Manual Maintenance) (First Reading) Board Memo

(Attachment B) AR 4116 Probationary Permanent Status - Use CSBA Sample with Revisions

INFORMATION/DISCUSSION

12. FUTURE AGENDA ITEMS - 9:40 P.M.

Dr. Heather Olsen

13. ADJOURNMENT - 9:45 P.M.

NEXT MEETING: April 29, 2020, 7:00 p.m., To be determined.

- 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