

Jacoby Creek School District  
School Board Meeting Agenda Background Information  
November 3, 2016

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**Agenda Item 1.**  
**CALL TO ORDER/AGENDA**

**Subject:**

1.1 Pledge of Allegiance

1.2 Agenda: Items to be removed from the agenda or changes to the agenda will be made at this time.

**Action Requested:**

1.1 None.

1.2 Approval.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**

1.2 A trustee, administrator or a member of the public may request that an item be removed from the agenda or the order of the agenda be changed at the pleasure of the Board.

Agenda items may be added to the agenda if an "emergency situation" exists or "immediate action" is needed.

**Fiscal Implications:**

None.

**Contact Person/s:**

Timothy Parisi

Shari Lovett

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**Agenda Item 2.**  
**BUSINESS AND FINANCE**

**Subject:**

2.1 Financial Report

**Action Requested:**

None.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**

Each month a Financial Report is given in order to keep the Board apprised of the District's fiscal condition.

**Fiscal Implications:**

As reported.

**Contact Person/s:**

Timothy Parisi

Cindy Vickers

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**Agenda Item 2.**  
**BUSINESS AND FINANCE**

**Subject:**  
2.2 2016-17 Local Control and Accountability Plan (LCAP)

**Action Requested:**  
Information.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**

The Board approved the District's 2016-17 LCAP on June 13, 2016.  
Using survey data and other input, the LCAP attempts to capture and reduce to writing what our school does so well: help students attain high levels of achievement through a whole-child approach to education.  
The LCAP has two goals as described in the attached summary of the LCAP.  
At each Board meeting, the Board and the public will be notified of the District's progress on the LCAP's goals and are encouraged to provide their input.

**Fiscal Implications:**  
None.

**Contact Person/s:**  
Timothy Parisi  
Melanie Nannizzi  
Jenney Bickel

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**Agenda Item 2.**  
**BUSINESS AND FINANCE**

**Subject:**  
2.3 Public Self Insurers Annual Report

**Action Requested:**  
None.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**  
The 2015-2016 Self Insurers Annual Report is attached. By October 1st of each year, the JPA files an Annual Self Insurers report with the Department of Industrial Relations. State law requires that as a self-funded employer, this report must be taken to the Board to alert them to the status of the Insurance Joint Powers Authority (JPA), in terms of outstanding program liabilities. The Workers Compensation program continues to be in good financial standing. Per the Government Accounting Standards Board (GASB) 10, the funding of these liabilities are in compliance with the law.

**Fiscal Implications:**  
None

**Contact Person/s:**  
Timothy Parisi

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**Agenda Item 2.**  
**BUSINESS AND FINANCE**

**Subject:**

2.4 Establishment of a fee for the After School Enrichment Program Activities

**Action Requested:**

Approval.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**

The After School Enrichment Program (ASE) provides enrichment classes before and after school for our students. In 2015-16 the ASEP had a deficit of \$2782. The budgeted deficit for 2016-17 is \$3239.

Currently the District requests a donation for the ASE as described below:

\$50 donation per class (45 min.-60 min.)

\$35 donation per class (30 min.)

At a recent workshop conducted by the District's legal advisors, School and College Legal Services, it came to the attention of the administrative staff that the District may charge a fee for ASE.

The administrative staff is proposing the following fee schedule be applied beginning with the second trimester of the 2016-17 school year:

Free: Students eligible for Free School Lunch.

Students eligible for Reduced Lunch. This fee corresponds in terms of percentage to what students are charged for the After School Daycare Program who are eligible for Reduced Lunch.

\$5 fee per class (45 min.-60 min.)

\$3.50 fee per class (30 min.)

Full Pay:

\$50 fee per class (45 min.-60 min.)

\$35 fee per class (30 min.)

**Fiscal Implications:**

A reduction in the After School Enrichment Program Deficit.

**Contact Person/s:**

Timothy Parisi

Melanie Nannizzi

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**Agenda Item 3.**

**CONSENT AGENDA**

A trustee can have an item removed from the Consent Agenda and given individual consideration for action as a regular agenda item. An administrator or a member of the public may request that an item be removed from the Consent Agenda and given individual consideration for action as a regular agenda item at the pleasure of the Board.

**Subject:**

3.1 Approval of Warrants & Payroll.

**Action Requested:**

Approval.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**

This is a monthly process.

The warrants and payroll totals are inspected and clarification is given if needed. The Board Warrant Report is attached.

**Fiscal Implications:**

Warrants:

October: \$23,656.92

Payroll:

Certificated:

October: \$152,906.56

Classified:

October: \$199,521.10

Total: \$352,427.66

**Contact Person/s:**

Timothy Parisi

Melanie Nannizzi

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**Agenda Item 3.**

**CONSENT AGENDA**

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**Subject:**

3.2 Approval of Minutes: Regular Meeting of October 6, 2016

**Action Requested:**

Approval.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**

The minutes prior meetings are inspected, corrected if needed, and approved. This is a routine monthly process for the Board. The minutes are attached.

**Fiscal Implications:**

None.

**Contact Person/s:**

Timothy Parisi  
Melanie Nannizzi  
Karen Roberts

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**Agenda Item 3.**

**CONSENT AGENDA**

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**Subject:**

3.3 Resignations and Hires

**Action Requested:**

Approval.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**

Resignations:

John Hamblock: part-time custodian

Hires:

John Hamblock: part-time custodian

Annie Lopez: part-time custodian

**Fiscal Implications:**

None

**Contact Person/s:**

Timothy Parisi

Melanie Nannizzi

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**Agenda Item 4.**

**PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

**Subject:**

4.1 Comments by the Public

**Action Requested:**

None.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**

Board members or staff may choose to respond briefly to Public Comments.

**Fiscal Implications:**

None.

**Contact Person/s:**

Timothy Parisi  
Shari Lovett

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**Agenda Item 5.**

**COMMUNITY RELATIONS/CORRESPONDENCE**

**Subject:**

5.1 Recognition of a Jacoby Creek Science Student

**Action Requested:**

Approval.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**

Erin Lamphear, a graduate of Jacoby Creek School, has been honored by having her Science Project selected as a semifinalist in the 2016 Broadcom MASTERS program. Please review the attached email.

**Fiscal Implications:**

None.

**Contact Person/s:**

Timothy Parisi  
Melanie Nannizzi  
Diana Skiles



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**Agenda Item 5.**

**COMMUNITY RELATIONS/CORRESPONDENCE**

**Subject:**

5.2 Request to Establish a R.E.A.D. (Reading, Education, Assistance Dogs) Program

**Action Requested:**

Do not make a motion or do not approve a made motion.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**

A community member, Ms. Debby Lazzar, made a request to Mrs. Nannizzi to establish a R.E.A.D. (Reading, Education, Assistance Dogs) Program on site. Mrs. Nannizzi contacted the Joint Powers Authority (JPA), the District's insurance authority, regarding this request and was advised that a dog should not be brought on campus due to the health and safety risk to students. Mrs. Nannizzi informed Ms. Lazzar that the District would be following the advice of the JPA. Ms. Lazzar asked that her request be placed on an agenda of the meeting of the Board of Trustees, which resulted in an agenda item at the regular meeting of the Board on October 6, 2016. An email from Ms. Lazzar to the Superintendent is attached.

In addition, the attached Legal Update from School & College Legal Services provides further guidance regarding animals in the school setting. The Americans with Disabilities Act applies to animals in the school setting. "Emotional support, therapy, comfort, or companion" animals are specifically excluded from the definition of a "service animal" and not covered by the ADA. Service animals are covered under the ADA. Service Animals in training are covered under California Civil Code Section 54.2 and are treated as "service animals" under that section.

During the discussion of this item at the October 6, 2016, board meeting, the Board asked for direction from the teaching staff on this issue.

The staff has discussed this item and have determined that the best place to use an emotional support animal would be in the Book Worm 1<sup>st</sup> Grade After School Reading Program.

**Fiscal Implications:**

None.

**Contact Person/s:**

Timothy Parisi

Melanie Nannizzi

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**Agenda Item 6.**

**RECOGNITIONS/ANNOUNCEMENTS/REPORTS**

**Subject:**

- 6.1 Board Members
- 6.2 Jacoby Creek Teachers Association
- 6.3 California School Employees Association
- 6.4 Principal
- 6.5 Superintendent

**Action Requested:**

None.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**

- 6.1 Board members may choose to make a report.
- 6.2 and 6.3 JCTA and CSEA may choose to address the Board.
- 6.4 Each month the Principal gives a report on school events and activities.
- 6.5 Each month the Superintendent may give a report on the state of the District.

**Fiscal Implications:**

None.

**Contact Person/s:**

Timothy Parisi

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**Agenda Item 7.**

**ADMINISTRATION**

**Subject:**

- 7.1 Student Enrollment and Attendance Report

**Action Requested:**

None.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**

Each month the Board receives this report to keep the Board apprised of enrollment and attendance patterns. As our revenue is generated by our enrollment and actual daily attendance, there are fiscal implications based on student numbers each day.

**Fiscal Implications:**

To be determined.

**Contact Person/s:**

Timothy Parisi  
Melanie Nannizzi  
Cathryn Babinski

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**Agenda Item 8.**  
**CURRICULUM AND INSTRUCTION**

**Subject:**

8.1 California Assessment of Student Performance and Progress Results

**Action Requested:**

None.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**

The District administrated the California Assessment of Student Performance and Progress (CAASPP) in the spring of 2016. Mrs. Nannizzi will present a report on the results of this assessment.

**Fiscal Implications:**

None.

**Contact Person:**

Timothy Parisi  
Melanie Nannizzi

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**Agenda Item 9.**  
**FACILITIES**

**Subject:**

9.1 Proposition 39 Building Six Re-roofing Project

**Action Requested:**

None.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**

At the March 9, 2016 meeting of the Board of Trustees the Board approved a Request for Proposals (RFP) for Building Six Roof Replacement.

The administrative staff consulted with the District's Proposition 39 advisor, Greenway Partners, a local certified California Department of General Services-Office of Public School Construction inspector, a certified architect with experience working with the District, a local roofing contractor and the District's maintenance staff regarding this project. During these consultations the administrative staff determined that the reasonable and prudent course of action was to obtain DSA-OPSC approval for this project.

The administrative staff has entered into a contract with Siskiyou Design Group, Inc. (SDIG) to provide architect services for this project. Within the next week, we will be developing a plan with SDGI to proceed with obtaining DSA-OPSC approval for this project and advertising a RFP. The goal is to begin the project on June 15, 2017, the day after the last day of school. This timeline will enable us to have the solar panels installed on Building Six following the roof replacement next summer.

**Fiscal Implications:**

The architect services costs (estimated between \$1955 and \$2875 plus reimbursable and any service which is listed as an additional service, if required by the project scope) and the DSA-OPSC costs (estimated \$500) will be funded from the District's Deferred Maintenance budget. Proposition 39 funds are not eligible for use to have a Proposition 39 project approved by the DSA-OPSC. The roof replacement and the solar panel installation will be funded by Proposition 39 funds.

**Contact Person:**

Timothy Parisi  
Melanie Nannizzi

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**Agenda Item 10.**  
**FUTURE AGENDA PLANNING**

**Subject:**

10.1 Items for consideration for future agendas

**Action Requested:**

None.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**

The Board may consider items for future Board meeting agendas. Board members or the public may suggest agenda items.

The Board President and the Superintendent determine if an item is placed on the agenda based upon if it related to school district business and within the jurisdiction of the Board.

**Fiscal Implications:**

None.

**Contact Person/s:**

Timothy Parisi

Shari Lovett

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**Agenda Item 11.**  
**FUTURE BOARD MEETINGS**

**Subject:**

11.1 Thursday, December 1, 2016 (organizational meeting), Thursday, January 5, 2017 (tentative), Thursday, February 2, 2017 (tentative)

**Action Requested:**

None.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**

11.1 At its annual organizational meeting in December, the Board scheduled its meetings for the 2016 calendar year. The

Board may adjust this meeting schedule as needed.

**Fiscal Implications:**

None.

**Contact Person/s:**

Timothy Parisi

Shari Lovett