

Jacoby Creek School District  
School Board Agenda Background Information  
August 4, 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:**

Shari Lovett

Timothy Parisi

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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.

The Financial Report will be distributed at the Board meeting.

There is not a report this month. The 2015-16 books are still being updated and the July 2016 month will not be closed by then.

**Fiscal Implications:**

As reported.

**Contact Person/s:**

Timothy Parisi

Cindy Vickers

Jacoby Creek School District  
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**Agenda Item 2.**  
**BUSINESS AND FINANCE**

**Subject:**  
2.2 Food Service Agreement with Arcata School District for 2016-17

**Action Requested:**  
Approval.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**  
The District contracts with the Arcata School District to provide Food Service. This service is for lunches. Our cost per meal is increasing from \$3.34 to \$3.40.

**Fiscal Implications:**  
As described in the Staff/Board Action, Background Information and/or Statement of Need for Agenda Item 2.3 below.

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

Jacoby Creek School District  
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**Agenda Item 2.**  
**BUSINESS AND FINANCE**

**Subject:**

2.3 Increase the price for Paid Lunch, Adult Lunch and Milk

**Action Requested:**

Approval.

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

The District contracts with the Arcata School District to provide Food Service. This service is for lunches.

Our 2015-16 Food Service deficit was \$33,272.

For 2016-17 our cost per lunch is increasing from \$3.34 to \$3.40 and our cost per carton of milk is \$.50.

Our estimated 2016-17 deficit, using 2015-16 participation numbers and the 2016-17 cost per lunch increase and the cost per carton of milk is \$33,884.20.

**Lunch:**

For 2015-16 we charged \$.40 per lunch for Free lunches, \$3.75 for Paid (full pay students) lunches and \$ 4.00 for Adult lunches.

The amount we are allowed to charge for Free Lunches is set by the US Department of Agriculture Nation School Lunch Program. The amount we are allowed to charge for Paid and Adult lunches is at the discretion of the District.

The Paid and Adult lunches share of the estimated 2016-17 deficit is \$13,037.80, or \$1.87 per lunch. The administrative staff has concluded that it is unreasonable to subsidize what adults pay for school lunches.

The administrative staff recommends that we raise the price of Adult lunches to \$6.00 per lunch.

The administrative staff has also concluded that it is unreasonable to subsidize what full pay students pay for school lunches. However, the administrative staff has concluded that a price raise of \$ 1.87 per lunch is an excessive increase for full pay students to bear in one year.

The administrative staff recommends that we raise the price of Paid lunches by \$.50 to \$4.25 per lunch.

**Milk:**

For 2016-17 our cost for milk is \$.50 per carton.

We are only collect and are charged for milk when it is sold ala cart.

For 2015-16 we charged \$.25 per carton of milk.

The administrative staff recommends that we raise the price for a carton of milk by \$.25 to \$.50 per carton.

**Fiscal Implications:**

As described in the Previous Staff/Board Action, Background Information and/or Statement of Need above.

**Contact Person/s:**

Timothy Parisi

Melanie Nannizzi

Jacoby Creek School District  
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**Agenda Item 2.**  
**BUSINESS AND FINANCE**

**Subject:**  
2.4 2015-16 Collective Bargaining Agreements Public Disclosure Summary

**Action Requested:**  
Approval.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**  
The District negotiating team met with the negotiating teams of California School Employees Association Bayside Chapter 803 and the Jacoby Creek Teachers' Association. Tentative Agreements were reached with both groups.

**Fiscal Implications:**  
The District will be deficit spending \$109,227 in 2016-17. The total cost of both Tentative Agreements will reduce the District's Special Reserve Fund by \$115,350, or an estimated 3.02%.

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

Jacoby Creek School District  
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**Agenda Item 2.**  
**BUSINESS AND FINANCE**

**Subject:**

2.5 Tentative Agreement with the California School Employees Association Bayside Chapter 803

**Action Requested:**

Approval.

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

A tentative agreement has been reached with California School Employees Association (CSEA) Bayside Chapter 803. After approval of agenda item 2.4, the tentative agreement with CSEA Bayside Chapter 803 needs to be approved.

**Fiscal Implications:**

As described in the Previous Staff/Board Action, Background Information and/or Statement of Need for Agenda Item 2.4 above.

**Contact Person/s:**

Timothy Parisi  
Melanie Nannizzi

Jacoby Creek School District  
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**Agenda Item 2.**  
**BUSINESS AND FINANCE**

**Subject:**  
2.6 Tentative Agreement with the Jacoby Creek Teachers' Association

**Action Requested:**  
Approval.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**  
A tentative agreement has been reached with the Jacoby Creek Teachers' Association (JCTA). After approval of agenda item 2.4, the tentative agreement with JCTA needs to be approved.

**Fiscal Implications:**  
As described in the Previous Staff/Board Action, Background Information and/or Statement of Need for Agenda Item 2.4 above.

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

Jacoby Creek School District  
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**Agenda Item 2.**  
**BUSINESS AND FINANCE**

**Subject:**

2.7 Increase the Charge for the After School Activity Center (ASAC)

**Action Requested:**

Approval.

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

In order to keep pace with the rising costs of operating the ASAC, an increase of \$.25 per hour is needed. Students that qualify for a free lunch would continue to receive free care at the ASAC and those that qualify for a reduced rate lunch would be charged \$0.40 per hour.

**Fiscal Implications:**

A potential deficit if an increase is not approved. A potential slight surplus if an increase is approved.

**Contact Person/s:**

Timothy Parisi  
Melanie Nannizzi  
Coleen Bryie

Jacoby Creek School District  
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**Agenda Item 2.**  
**BUSINESS AND FINANCE**

**Subject:**

2.8 2016-17 Local Control and Accountability Plan (LCAP)

**Action Requested:**

None.

**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 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: \$7,558.78

Payroll:

Certificated:

June: \$157,374.31

July: \$11,059.62

Classified:

June: \$47,864.40

July: \$20,577.05

Total:

**Contact Person/s:**

Timothy Parisi

Melanie Nannizzi

Jacoby Creek School District  
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**Agenda Item 3.**

**CONSENT AGENDA**

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**Subject:**

3.2 Approval of Minutes

Regular Meeting of June 9, 2016

Special Meeting of June 13, 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

Jacoby Creek School District  
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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:**

3.3 Resignations and Hires

**Action Requested:**

Approval.

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

Holly Couling, Third Grade Teacher, Certificated, 1.0 FTE

Mary Dominick, Transitional Kindergarten Teacher, Certificated, 1.0 FTE

Audrey Shears-Bodeker, Student Support Provider, Classified, 16 hours per week

**Fiscal Implications:**

The hiring of a new position, Transitional Kindergarten Teacher will impact the District's budget. This impact will be offset by increased Average Daily Attendance.

The hiring of a Third Grade Teacher and a Student Support Provider has been included in the 2016-17 budget.

**Contact Person/s:**

Timothy Parisi

Melanie Nannizzi

Jacoby Creek School District  
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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 Report on Nursing Services 2015-2016

**Action Requested:**

None.

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

The Board receives reports on the many services we receive from the nurses at HCOE. This is a report for the 2015-16 school year.

**Fiscal Implications:**

None.

**Contact Person/s:**

Timothy Parisi  
Melanie Nannizzi

Jacoby Creek School District  
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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 an announcement.
- 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

Jacoby Creek School District  
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**Agenda Item 7.**  
**ADMINISTRATION**

**Subject:**

7.2 Transportation Services Agreement with No. Humboldt Union High School District

**Action Requested:**

Approval.

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

No. Humboldt Union High School District has provided transportation services for the district for several years.

**Fiscal Implications:**

The cost of the Transportation Services Agreement has been included in the 2016-17 budget.

**Contact Person/s:**

Timothy Parisi  
Melanie Nannizzi  
Cindy Vickers

Jacoby Creek School District  
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**Agenda Item 7.**

**ADMINISTRATION**

**Subject:**

7.3 Updated 2016-2017 Student and Parent Handbook

**Action Requested:**

Approval.

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

The Student and Parent Handbook has been updated to reflect current policies and procedures.

**Fiscal Implications:**

none

**Contact Person/s:**

Timothy Parisi  
Melanie Nannizzi  
Sarah Holmes  
Megan Day

Jacoby Creek School District  
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**Agenda Item 8.**

**CURRICULUM AND INSTRUCTION**

**Subject:**

No Items

**Action Requested:**

None.

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

None.

**Fiscal Implications:**

None.

**Contact Person:**

Timothy Parisi  
Melanie Nannizzi

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**Agenda Item 9.**

**FACILITIES**

**Subject:**

No items

**Action Requested:**

None.

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

None.

**Fiscal Implications:**

None.

**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 Wednesday, September 7, 2016, Thursday, October 6, 2016, Thursday, November 3, 2016

**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

Jacoby Creek School District  
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**Agenda Item 12.**

**OPEN SESSION BEFORE CLOSED SESSION**

**Subject:**

12.1 The President will verbally review items to be discussed during Closed Session as listed below.

12.2 Closed Session Open Hearing

12.3 Adjourn to Closed Session

The Board will adjourn to closed session pursuant to Government Code 54950 - 54962. Closed Session attendees shall include: Board members, Interim Superintendent: Timothy Parisi, Interim Principal: Melanie Nannizzi

**Action Requested:**

None.

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

The Brown Act requires that the items listed under this agenda item are discussed and/or acted upon in closed session.

**Fiscal Implications:**

To be determined.

**Contact Person/s:**

Timothy Parisi

Shari Lovett

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**Agenda Item 13.**

**RECONVENE IN OPEN SESSION**

**Subject:**

13.1 Report of action taken during Closed Session

**Action Requested:**

Ratify any actions taken in Closed Session.

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

None.

**Fiscal Implications:**

To be determined.

**Contact Person/s:**

Timothy Parisi

Shari Lovett