

Jacoby Creek School District  
School Board Meeting Agenda Background Information  
October 6, 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 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:

September: \$

Payroll:

Certificated:

September: \$

Classified:

September: \$

Total: \$

**Contact Person/s:**

Timothy Parisi

Melanie Nannizzi

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**Subject:**

3.2 Approval of Minutes: Regular Meeting of September 7, 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.**

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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:

Trudi Martin, Custodian

Hires:

None

**Fiscal Implications:**

None

**Contact Person/s:**

Timothy Parisi

Melanie Nannizzi

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**Subject:**

3.4 Williams Uniform Complaint, Quarterly Report

**Action Requested:**

Approval.

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

The District is required by the Education Code to report any complaints regarding the provision of textbooks and instructional materials, teacher vacancy or mis-assignment, and/or facilities conditions. The Board approves these reports each quarter.

No complaints were received in the last quarter.

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

**Action Requested:**

Do Not Approve.

**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 has resulted in this agenda item. 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.

**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 7.**  
**ADMINISTRATION**

**Subject:**

7.2 Memorandum of Understanding (MOU), JCSD to Provide of Speech and Language Pathologist Services

**Action Requested:**

Approval.

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

As described in the Agenda Background Information sheet from the last meeting of the Board of Trustees on September 7, 2017, the cost for a SLP is \$31,883 more than the cost for a SLPA and the SLPA advisor originally budgeted for in 2016-17. At that meeting, the Board approved two MOU's with two other districts for Speech and Language Pathology services to recover some of this cost.

The District has come to an agreement with the Big Lagoon Elementary School District offering Speech and Language Pathology services to further reduce this cost.

**Fiscal Implications:**

A reduction in the cost for Speech and Language Pathology services.

**Contact Person/s:**

Timothy Parisi  
Melanie Nannizzi

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

**Subject:**

8.1 PUBLIC HEARING-Regarding Sufficiency or Insufficiency of Instructional Materials

**Action Requested:**

None.

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

In order to be eligible to receive instructional materials funds, the governing board of each district and county office of education is required to hold an annual public hearing and adopt a resolution stating whether each pupil in the district has sufficient textbooks or instructional materials in specified subjects that are aligned to the state standards. Each year the Board conducts this public hearing prior to adopting the Resolution Regarding Sufficiency or Insufficiency of Instructional Materials (Agenda item 8.2).

**Fiscal Implications:**

If the regulations regarding instructional materials sufficiency or insufficiency are not followed, funds for instructional materials may be withheld.

**Contact Person:**

Timothy Parisi  
Melanie Nannizzi

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

**Subject:**

8.2 Resolution No. 3: 2016-2017 Regarding Sufficiency or Insufficiency of Instructional Materials

**Action Requested:**

Approval.

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

**Previous Staff/Board Action:**

This is a certification that the District provides to the state that we are complying with regulations regarding sufficient instructional materials being provided to our students and aligned with state standards.

**Fiscal Implications:**

If the regulations regarding instructional materials sufficiency or insufficiency are not followed, funds for instructional materials may be withheld.

**Contact Person:**

Timothy Parisi  
Melanie Nannizzi

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

**Subject:**

9.1 Building Six Roof Replacement Architect Services Contract

**Action Requested:**

Approval.

**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.

In order to obtain DSA-OPSC approval, the District is required to hire a certified architect. This procedural requirement has delayed the distribution of the RFP for proposals for the roof replacement.

An Announcement for Architect Services (attached) and a Request for Applications (RFA, attached) for Architect Services was distributed by the District. The deadline for the RFA's was September 27, 2016. Siskiyou Design was the only firm to submit an RFA. There are three copies of their RFA available at this board meeting. Since the District had only one RFA submitted, the administrative staff has determined it is not necessary to conduct interviews. The administrative staff is seeking approval for the attached Architect Services contract.

**Fiscal Implications:**

Depending on the cost of the project, estimated between \$1955 and \$2875 plus reimbursable and any service which is listed as an additional service (if required by the project scope). Proposition 39 funds are not eligible for use to have a Proposition 39 project approved by the DSA-OPSC. This cost can be covered by the District's Deferred Maintenance budget.

**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, November 3, 2016, Thursday, December 1, 2016 (organizational meeting), Thursday, January 5, 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