

“The Mission of the Junction School District, in partnership with student, family, and community, is to professionally promote excellence, achievement, and self-worth, empowering students to be life-long learners and responsible citizens in our changing world.”



Junction Elementary School District  
Board of Trustees

## ***Regular Board Meeting Agenda***

June 21st, 2022

Junction Elementary School, Theater  
9087 Deschutes Rd; Palo Cedro, CA 96073

Zoom Link

<https://junctionesd-net.zoom.us/j/85927863902?pwd=REIZWWVGdktpTGFjbIVCMTRlbnR4Zz09>

**Meeting ID: 859 2786 3902**

**Passcode: 246580**

### **OPEN SESSION – 5:00 PM**

This meeting is being held via teleconference under the provisions of N25-20, due to the “shelter in place” requirements of the COVID-19 Pandemic. To join this meeting from your computer or telephone, follow this link or type this into your browser

<https://junctionesd-net.zoom.us/j/85927863902?pwd=REIZWWVGdktpTGFjbIVCMTRlbnR4Zz09>

Follow all prompts to run the Zoom software. We recommend you begin this process at least 15 minutes prior to the start of the Board meeting. Once you have successfully joined the meeting, you will be in the waiting room until the meeting begins.

The Rules for Conduct remain intact. If, after reviewing the agenda, you have any questions or comments, on June 21st, 2022 from 3:30 p.m. until the start of the meeting, you may email your questions/concerns to [cnadin@junctionesd.net](mailto:cnadin@junctionesd.net). Your email will be read and addressed publicly during the board meeting.

If during the meeting you wish to comment, you will need to raise your hand and wait to be recognized. At that time, your microphone will be unmuted and you will be permitted to address the Board.

This meeting will be audio and video recorded.

## **1. Opening Business**

- A. Call to Order
- B. Roll Call/Establish Quorum
- C. Pledge of Allegiance
- D. Mission Statement
- E. Approval of Meeting Agenda

## **2. Consent Calendar**

*Items listed under the Consent Calendar are considered to be routine and are acted on by the Board of Trustees in one motion. There is no discussion of these items before the Board vote unless member of the Board, staff, or public requests specific items be discussed and/or removed from the Consent Calendar. It is understood that the Administration recommends approval on all Consent Items. Each item on the Consent Calendar approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.*

### **2.1 Approval of [Regular Board Minutes for May 17th, 2022](#)**

### **2.2 Warrants: [Accept Payments to Vendors & Staff for period May 13th - June 17th](#)**

### **2.4 Personnel: [Affirm Employments, resignations for period May 18th - June 17th](#)**

Erin Shea - 5th grade teacher, effective 8/15/22

Jennifer Lighty - 2nd grade teacher, effective 8/15/22

Ashley Studer - Administrative Assistant - Resignation effective 6/10/22

### **2.5 [Quarterly Williams Report](#)**

### **2.6 [Resolution # 21-13 Transfer Retiree Benefit Funds](#)**

### **2.7 [Resolution #21-14 Authorizing the 2022-23 Cash Transfers Between Funds](#)**

### **2.8 [Resolution #21-15 Authorizing the Transfer of funds between the Cafeteria Fund and the General Fund](#)**

### **2.9 [Resolution #21-16 Authorizing the Superintendent to Make Certain Budget Transfers](#)**

### **2.10 Contract: [Legal Services Consortium with SCOE-JESD](#) is a member of Consortium Districts participating in an annual agreement for Legal Services and trainings from Lozano Smith**

### **2.11 [Safe Return to School Plan](#) (COVID-19 Prevention Program CPP) - Updated May 2022**

**3. Public Hearing - 5:00 p.m. Local Control and Accountability Plan (LCAP), Budget Overview for Parents (BOP) and Proposed Budget for the 2022-23 School Year and Reserve Disclosure**

*Open a public hearing to receive comments on Local Control and Accountability Plan (LCAP), Budget Overview for Parents (BOP), Proposed Budget for the 2022-23 School Year and Reserve Disclosure.*

*Close Public Hearing*

**4. Public Comment -**

*Public comment on any item of interest to the public that is within the Boards' jurisdiction will be heard. The Board may limit comments to no more than 3 minutes pursuant to Board policy. Public comment will also be allowed on each specific agenda item prior to Board action thereon. (See last pages of the agenda*

**5. New Business**

**5.1 Action: Resolution #21-17 Education Protection Act 2022-2023 & Expenditure Plan -**

*Spending determination on how monies received from the EPA shall be spent as required by Article XII, Section 36 with the California Constitution and publication of the EPA plan on the district website.*

**5.2 Action: Declaration of Need for Fully Qualified Educators -**

*Annual submission to the Commission on Teacher Credentialing in case District needs emergency permits for the 2022-23 school year. Recommendation is to approve.*

**5.3 Action: Resolution #21-18 Ordering Governing Board Member Election**

**5.4 Action: Resolution #21-19 Establishing Procedures for Tie Vote**

**5.5 Action: Resolution #21-20 Cost of Candidate Statement**

**5.6 Action: Resolution #21-21 to Amend Bylaws of (NCSIG)**

*NCSIG is making a change to revise the program withdrawal date to December 31, which is standard among other CA JPA's and requires approval by two-thirds of NCSIG's membership. Recommendation is to approve.*

**5.7 Action: Board Policy Updates - 2nd Read -**

*Recommendation is to approve the Board Policies*

*[BP 3350 Travel Expenses](#)*

*[BP 4030 Nondiscrimination in Employment](#)*

*[E 4112.9/4212.9/4312.9 Employee Notification](#)*

*[BP/AR 5111 Admission](#)*

*[AR 5113 Absences and Excuses](#)*

*[AR 5142 Safety](#)*

*[E \(1\) 5145.6 Parental Notifications](#)*

*[BP/AR 6173 Education for Homeless Children](#)*

*[E\(1\) 6173 Education for Homeless Children](#)*

**5.8 Report: [Student Achievement in Reading & Math](#)**

**5.9 Report: [Certificated and Classified Staffing Assignments](#)**

**5.10 Discussion: [California School Dashboard Local Indicators](#) -**

**5.11 Discussion: [Local Control Accountability Plan & Local Control Plan Annual Update 2022-2023 & Budget Overview for Parents](#)** - This year we need to report out on 2 components of prior LCAP/LCP. Information will include updated status on implementing Evaluations/Action Services. *The LCAP will be on the June 22nd Board agenda for adoption.*

**5.12 Discussion: [2022-2023 Proposed Budget](#)** - *This will be on the June 22, 2022 agenda for approval.*

**5.13 Discussion: [Central Kitchen Manager Job Description](#)** - 1st Read. The job description will be on the June 22nd meeting agenda as a 2nd read.

**5.14 Discussion: [Proposed Classified Management Salary Schedule](#)** - 1st Read. The Salary schedule will be on the June 22nd meeting agenda as a 2nd read.

**5.15 Discussion: [Draft Principal Secretary Job Description](#)** - 1st Read. *We are creating a new job description for a new position. This will be on the June 22 agenda for approval.*

**5.16 Discussion: [Proposed Principal Secretary Salary Schedule](#)** - 1st Read. *This will be on the June 22, 2022 agenda for a 2nd Read*

**5.17 Information: [Board Candidate Filing Period - Roles and Responsibilities, About California School Boards, What it Takes to Lead](#)** *Information items for those wanting more information on what it takes to be a Board Member.*

**6. Other Reports**

- 6.1 Raider Treasure
- 6.2 Student Representative
- 6.3 Educational Foundation
- 6.4 Certificated
- 6.5 Classified
- 6.6 Business Manager
- 6.7 Principal
- 6.8 Superintendent

**7. Board Comments**

## **8. Next Meeting**

- 8.1 Special Board Meeting for LCAP and Budget adoption is June 22, 2022 at 9:00 a.m.  
Next meeting date: The next Regular Board meeting is August 16, 2022 at 5:00 p.m.

## **9. Adjournment**

In compliance with the Americans with Disability Act, for those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the Assistant to the Superintendent, Carie Nadin at 530-547-3276 for assistance. Notification at least 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services. Documents provided to a majority of the Governing Board regarding an open session item on the agenda will be made available for public inspection in the District Office located at 9087 Deschutes Rd., Palo Cedro, CA 96073 during normal business hours.

Governing Board meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

*(cf. 9322 – Agenda/Meeting Materials)*

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

*(cf. 9121 – President)*

The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. Regular Board meetings shall be adjourned at 10:00 p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended no more than once and subsequently may be adjourned to a later date.

*(cf. 9320 – Meetings and Notices)*

The Board shall act by majority vote of all of the membership constituting the Board.

(Education Code 35164)

*(cf. 9323.2 Actions by the Board)*

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, his/her abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

*(cf. 9270 – Conflict of Interest)*

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So is not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting.

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

1. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of the item. (Ed Code 25145.5; Government Code 54954.3)
2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Ed Code 35145.5; Government Code 54954.2)
3. Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities (Government Code 54954.2)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)
5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

Individual speakers shall be allowed three minutes to address the Board on each agenda or non agenda item. The Board shall limit the total time for public input on each item to 20 minutes.

With Board consent, the Board president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

6. The Board president may rule on the appropriateness of a topic, subject to the following conditions:
  - a. If a topic would be suitably addressed at a later time, the Board president may indicate the time and place when it should be presented.
  - b. The board shall not prohibit public criticism of its policies, procedures, programs, services acts, or omissions (Government Code 54954.3)
  - c. The Board shall not prohibit public criticism of district employees. However, whenever a member of the public initiates specific complaints or charges against an individual employee, the Board president shall inform the complaint of the appropriate complaint procedure.

*(cf. 1312.1 – Complaints Concerning District Employees)*  
(cf. 9321 – Closed Session Purposes and Agendas)

7. The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group or any conduct or statements that threaten the safety of any person(s) at the meeting shall be grounds for the president to terminate the privilege of addressing the Board.

The Board may remove disruptive individuals and order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

When such disruptive conduct occurs, the Superintendent or designee shall contact local law enforcement as necessary.

Members of the public may record an open Board meeting using an audio or video recorder, still or motion picture camera, cell phone, or other device, provided that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The Superintendent or designee may designate locations from which members of the public may make such recordings without causing a distraction.

*(cf. 9324 – “Board Minutes and Recordings)*

If the Board finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

BB 9323(d)