

**Jacoby Creek School District  
School Board Meeting  
May 13, 2024**

**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:** Danielle Witten, Melanie Nannizzi

**Agenda Item 2.**

**Subject:**

[2.1 Oath of Office.Trustee Aaron Hohl](#)

**Action Requested:**

None.

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

Trustees of the Board recently appointed are required to take the Oath of Office.

Aaron Hohl was provisionally appointed at the April Board Meeting. Unless a petition calling for a special election containing a sufficient number of signatures is filed in the office of the county superintendent of schools within 30 30 of the oath of office the appointment shall become an effective appointment.

**Fiscal Implications:**

None.

**Contact Person/s:** Danielle Witten, Melanie Nannizzi

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

**Subject:**  
2.2 Financial Report  
[BOARD REPORT APRIL 30, 2024](#)

**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:** Jemima West, Melanie Nannizzi

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

**Subject:**

2.3 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 2023-2024 LCAP in June 2023. 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.

LCAP Goals:

1. Increase Academic Achievement
2. JCS will be a safe, healthy, and inclusive environment for learning.

The 2024-2025 LCAP will come to the Board for a public hearing on Monday, June 10, 2024 at 7:15 p.m. in the library and will be agendized for adoption at the special meeting scheduled for Wednesday, June 12, 2024 at 9:00 a.m in the library.

The Parent Advisory Committee has reviewed the [planned expenditures for supplemental/concentration funds for the 2024-2025 year](#) and has provided the attached [LCAP Written Recommendations](#)–Agenda Item #7 in notes.

[2024-2027 LCAP Goals and Action List](#)

**Fiscal Implications:**

None.

**Contact Person/s:** Melanie Nannizzi

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

**Subject:**  
[2.4 Lunch Food Services Agreement with Arcata School District](#)

**Action Requested:**  
Approval.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**  
The District contracts with Arcata School District to provide lunch food service.

**Fiscal Implications:**  
The cost per meal is \$3.90. No change from current contract. The cost of milk increased by \$0.05.

**Contact Person/s:** Melanie Nannizzi

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

**Subject:**  
[2.5 Snack Food Services Agreement with Arcata School District](#)

**Action Requested:**  
Approval.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**  
The District contracts with Arcata School District to provide lunch food service.

**Fiscal Implications:**  
The cost per meal is \$1.10. No increase from the current year.

**Contact Person/s:** Melanie Nannizzi

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

**Subject:**  
[2.6 Breakfast Food Services Agreement with Arcata School District](#)

**Action Requested:**  
Approval.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**  
The District contracts with Arcata School District to provide lunch food service.

**Fiscal Implications:**  
The cost per meal is \$2.40. No increase from the current year.

**Contact Person/s:** Melanie Nannizzi

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

**Subject:**  
[2.7 MOU for Student Teaching, Observation, or Field Work with CPHSU](#)

**Action Requested:**  
Approval.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**  
The MOU is required for Cal Poly Humboldt Students to serve as student teachers, observe, or complete fieldwork house at Jacoby Creek School. Cal Poly Humboldt is amenable to renewing for more than a single year.

**Fiscal Implications:**  
None.

**Contact Person/s:** Melanie Nannizzi

**Jacoby Creek School District  
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**BUSINESS AND FINANCE**

**Subject:**

[2.8 MOU for North Coast School of Education Teacher Induction Program](#)

**Action Requested:**

Approval.

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

The MOU is required to establish a formal working relationship between North Coast School of Education and the District for providing induction for new to the profession teachers.

**Fiscal Implications:**

None.

**Contact Person/s:** Melanie Nannizzi

**BUSINESS AND FINANCE**

**Subject:**

[2.9 Transportation Agreement with Northern Humboldt Union School District](#)

**Action Requested:**

Approval.

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

The District has contracted with Northern Humboldt Union School District for home to school and field trip transportation for many years.

**Fiscal Implications:**

Projected increase from current year is \$6,814.12

Bus Charges	Fiscal Year <u>\$102,485.51</u> \$4.25 per mile and \$56.75 per hour for driver. The per mile charge will be adjusted quarterly to reflect increased fuel prices of 5% or greater as of July 1, 2024.
Bus Charges	\$4.25 per mile and \$56.75 per hour for driver. The per mile charge will be adjusted quarterly to reflect increased fuel prices of 5% or greater as of July 1, 2024.
Van Charges	IRS rate plus 20% plus a \$35 fee per van per rental. <b>NHUHSD</b> driver may be requested at \$56.75 per hour.

**Contact Person/s:** Melanie Nannizzi

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**Subject:**

[2.9 Technology Services Agreement with Northern Humboldt Union High School District](#)

**Action Requested:**

Approval.

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

The District has contracted with Northern Humboldt Union High School District for many years for ADE Data Circuit, Web Hosting, and Firewall Services.

**Fiscal Implications:**

No change in cost from the current year.

- A. ADE Data Circuit 1Gbps Handoff - \$4,050/yr
  - i. Term – 60 months (7/1/2021-6/30/2026) (24 months remaining)
  - ii. Early Termination Fee\* - \$9,200 + \$198/36 multiplied by the number of months remaining in term.
- B. Web Hosting - \$675/yr
  - i. Term – 36 months (7/1/2021 – 6/30/2026) (24 months remaining)
  - ii. Early Termination Fee - \$56.25 multiplied by number of months remaining in term.
- C. Firewall Services: \$1,800.00

**Contact Person/s:** Melanie Nannizzi

**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 links below lead to the Board Warrant and Payroll Reports.

**Fiscal Implications:**



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Warrants: \$121,958.37

[WARRANTS APRIL 2024](#)

Payroll:

April Regular: [APRIL EOM 4/30/2024](#)

Certificated: \$207,348.52

Classified: \$100,549.47

Total: \$307,897.99

March Supplemental: [MARCH SUPPLEMENTAL 4/10/2024](#)

Certificated: \$3,972.50

Classified: \$15,272.64

Total: \$19,245.14

**Contact Person/s:** Jemima West, Melanie Nannizzi

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**Agenda Item 3.**

**CONSENT AGENDA**

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**Subject:**

[3.2 Approval of Minutes: Regular Meeting April 8, 2024](#)

**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 link above leads to the minutes.

**Fiscal Implications:**

None.

**Contact Person/s:** Melanie Nannizzi, Karen Roberts

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**Agenda Item 3.**

**CONSENT AGENDA**

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**Subject:**

3.3 Approval of Resignations, Hires and Leaves

**Action Requested:**

Approval.

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

Resignation:

[Sandi Schloedrop](#): Special Circumstances Instructional Aide

[Danika Zinkas](#): Classroom Aide and Activity Center

Hires: Daryl Grimes PE Teacher

Leaves: None

**Fiscal Implications:**

None.

**Contact Person/s:** 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:** Melanie Nannizzi, Danielle Witten

**Agenda Item 5.**

**COMMUNITY RELATIONS/CORRESPONDENCE**

**Subject:**

[5.1 Humboldt County Office of Elections General Election November 4, 2024](#)

**Action Requested:**

Select District Preferences.

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

Tuan Lu and Aaron Holh's terms expire in 2024.

**Fiscal Implications:** None.

**Contact Person/s:** 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 Superintendent/Principal

**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 Superintendent/Principal may give a report on the state of the District and on school events and activities.

**Fiscal Implications:**

None.

**Contact Person/s:** Melanie Nannizzi

**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:**

The superintendent/principal gives a report to the Board each month to keep them apprised on enrollment trends.

**Fiscal Implications:**

To be determined.

**Contact Person/s:** Melanie Nannizzi, Kari Momoa

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**Agenda Item 7.**  
**ADMINISTRATION**

**Subject:**  
7.2 Countywide Interdistrict Transfer Agreement

**Action Requested:**  
Approval

**Previous Staff/Board Action, Background Information and/or Statement of Need:**  
For the past six years Jacoby Creek School has entered into the County Wide Interdistrict Transfer Agreement.  
[InterDistrict Agreement 2025-2026](#)  
[Agreement with Red-Line Changes](#)  
[Final Agreement](#)  
[2024-2025 List of District That Have Expressed Intention to Sign](#)

**Fiscal Implications:**  
To be determined.

**Contact Person:**  
Melanie Nannizzi

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**Agenda Item 8.**

**CURRICULUM AND INSTRUCTION**

No Items

**Subject:**

No Items.

**Action Requested:**

None.

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

None.

**Fiscal Implications:**

None.

**Contact Person/s:** Melanie Nannizzi

**Jacoby Creek School District  
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**Agenda Item 9.**

**FACILITIES**

**9.1 State Facilities Bond Update**

**Subject:**

No items.

**Action Requested:**

None.

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

The architect has put forth his best effort to value engineer the project but believes that project 2 is not financially feasible as drawn. He has suggested that we move forward with Project 1 as a stand alone bid and move forward with building that wing as soon as possible. He would like to change the classrooms in project 2 to modular classrooms on foundation. He and the school facilities consultant are investigating this option. OPSC and DSA would need to approve this change but the facilities consultant assures us that this is a typical occurrence.

Our current school facilities consultant, Christopher DeLong, has resigned his position at Hancock, Park, and DeLong. He has been working with our new consultant Barbara Kampmeier to get her up to speed on our project before he leaves the company.

[Notes from Architect Regarding Project 2 Modular Alternative Proposal](#)  
[Modular on Foundation Company Website](#)

While it would be preferable to continue with the plans as drawn, the administration is in support of this change in order to have a project that is fiscally sustainable.

**Fiscal Implications:**

Unknown.

**Contact Person/s:** Melanie Nannizzi, Jemima West, Jeffrey Balinsky



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

**Fiscal Implications:**

None.

**Contact Person/s:** Melanie Nannizzi, Danielle Witten

**Agenda Item 11.**

**FUTURE BOARD MEETINGS**

**Subject:**

11.1 Future Board meetings

Monday, June 10, 2024 at 7:15pm

Wednesday, June 12, 2024 at 9:00am

Monday August 12, 2024 at 7:15pm

**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 2024 calendar year. The Board may adjust this meeting schedule as needed.

**Fiscal Implications:**

None.

**Contact Person/s:** Melanie Nannizzi, Danielle Witten

**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 the Closed Session as listed below.

12.2 Closed Session Open Hearing

12.3 Adjourn to Closed Session

12.3.1 Conference with Labor Negotiator

Agency designated representative: Melanie Nannizzi

12.3.1 Public Employee Performance, Title: Superintendent/Principal

**Action Requested:**

None.

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

The Board will discuss labor negotiations.

The Board will review the performance of the Superintendent/Principal.

**Fiscal Implications:**

To be determined.

**Contact Person/s:** Melanie Nannizzi, Danielle Witten

**Agenda Item 13.**

**RECONVENE IN OPEN SESSION**

**Subject:**

13.1 Report of action taken during Closed Session

**Action Requested:**

None.

**Previous Staff/Board Action:**

None.

**Background Information and/or Statement of Need:**

The Board will report any action taken during the closed session.

**Fiscal Implications:**

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To be determined.

**Contact Person/s:** Melanie Nannizzi, Danielle Witten