

**Jacoby Creek School District  
School Board Meeting Agenda Background Information  
January 11, 2021**

**Agenda Item 1.**

**CALL TO ORDER/AGENDA**

**Subject:**

1.1 Pledge of Allegiance [FLAG IMAGE](#)

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 may 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:** Melanie Nannizzi, Danielle Witten-Lehman

**Jacoby Creek School District**  
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**Agenda Item 2.**

**2020-2021 LEARNING PLAN**

**Subject:**

2.1 Monthly Report on School Reopening

**Action Requested:**

None.

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

At the Special Board Meeting held on July 31, 2020 the Board made the decision to open the 2020-2021 school year using all distance learning and to reevaluate the reopening of school at monthly School Board meetings. On July 30, there were 231 positive cases of COVID-19 reported in Humboldt County and a 7-day positivity rate of 3.8%. On September 8, there were 434 positive cases of COVID-19 reported in the county and a 7-day positivity rate of 2.2%. On October 8, there were 528 positive cases of COVID-19 reported in the county and a 7-day positivity rate of 1.3%. On December 14, there were 1,295 positive cases of COVID-19 Reported in the county.

Provided by [Humboldt Health Alert](#)

**Current COVID-19 Data**

- • Total number of positive cases: 2,124
- • Total number of recovered cases: 1,346
- • Total number of hospitalizations: 75
- • Total number of deaths: 23

More information at [Humboldt County Dashboard](#)

- The list of the status of all Humboldt County Schools can be found at this link. [HCOE REOPENING MODEL LIST](#)
  - Jacoby Creek School parents were surveyed in October. [PARENT SURVEY RESULTS](#)
  - Jacoby Creek School staff were surveyed in November. [NOVEMBER STAFF SURVEY RESULTS](#)
  - November [EXPLANATION OF ADMINISTRATOR RECOMMENDATION](#)
- The staff is prepared to reopen for the hybrid instructional model and sent the following [LETTER TO FAMILIES](#) describing the model in December. The School Site Council hosted a Focus Group/Listening Session for families on December 15 at 6:00 p.m. on Zoom for parents to ask questions and give feedback about the model. The School Site Council will report to the board on the following agenda item.

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**Agenda Item 2.**

**2020-2021 LEARNING PLAN-CONTINUED**

**Subject:**

**2.1 Monthly Report on School Reopening-CONTINUED**

- On December 31,2020 the following information was sent to families via eblast.

Dear JCS Community,

The JCS School Board had approved a January 19 reopening date for our hybrid model. This reopening date was contingent upon meeting all of the adopted reopening criteria.

**[LINK TO REOPENING CRITERIA](#)**

Now that we are closer to the January 19 date, it is clear that we are currently not meeting the reopening criteria. **The start date for the hybrid model will be delayed until all criteria are met.**

I realize how challenging this is for families. Please reach out to me if you have questions regarding the reopening criteria or if your child needs additional support with distance learning.

Sincerely,

Melanie Nannizzi

Superintendent/Principal

**Fiscal Implications:**

None.

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

**Jacoby Creek School District  
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**Agenda Item 2.**

**2020-2021 LEARNING PLAN**

**Subject:**

2.2 School Site Council Focus Group Report

**Action Requested:**

None.

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

Report on School Site Council Focus Group/Listening Session for families that was held in December for parents to ask questions and give feedback about the hybrid model.

**Fiscal Implications:**

None.

**Contact Person/s:** Melanie Nannizzi, Aaron Hohl

**Jacoby Creek School District**  
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**Agenda Item 2.**  
**2020-2021 LEARNING PLAN**

**Subject:**  
2.3 Objective School Reopening Criteria Review

**Action Requested:**  
None.

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

At the October School Board meeting the JCTA and administration presented a list of objective and subjective criteria for reopening. The Board directed the administration to create a list of reopening criteria that is all objective and can be used to determine the learning model throughout the pandemic. This list is below:

1. [County Positivity rate and new cases:](#) 3% or lower in the prior 7 day period and the average # of daily cases over the last 14 day period remains below 5.
2. [County is at overall alert level Minimal or Moderate for four consecutive weeks.](#)
3. County testing is available within 24 hours of request for appointment and turn around for results is 24-72 hours for symptomatic or exposed and asymptomatic testing.
4. Signed [acknowledgement of risk](#) for all students attending in person instruction.
5. Each classroom equipped with
  - 2 boxes of surgical masks (100 ea),
  - 3 boxes of small ziplock baggies (to put soiled masks from home in if needed),
  - 3 tubs of bleach wipes,
  - Face shield for each adult
  - Thermometer
6. 50% or more of the student body committed in writing to in-person instruction.
7. The following list is a minimum number of staff members essential for reopening:
  - One Superintendent/Principal
  - One credentialed teacher for each classroom TK-8
  - One Special Education Teacher
  - One classroom aide for each TK-3 classroom
  - One classroom aide for each grade level 4-8
  - Special Circumstances Instructional Aide for each student guaranteed this support through their IEP
  - Two office staff
  - Two maintenance staff
  - Three custodians
  - One food service
  - One technology coordinator

**Fiscal Implications:**  
None.

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

**Jacoby Creek School District  
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**Agenda Item 2.**

**2020-2021 LEARNING PLAN**

**Subject:**

2.4 Monthly School Reopening Plan

**Action Requested:**

Reopen for hybrid instruction model when adopted reopening criteria have been met.

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

See previous agenda item.

**Fiscal Implications:**

None.

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

**Agenda Item 3.**

**BUSINESS AND FINANCE**

**Subject:**

3.1 Financial Report

**Action Requested:**

Approval.

**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:** Melanie Nannizzi, Katlyn Hill

**Jacoby Creek School District  
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**Agenda Item 3.**  
**BUSINESS AND FINANCE**

**Subject:**

3.2 District Certification of its Corrective Action Plan for the Year Ended June 30, 2020

**Action Requested:**

Approval.

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

The District's Audit for the year ended June 30, 2020, was conducted in September of 2019. There was one audit finding:

During our testing of reported ADA we noted that an independent study contract that did not have a student signature. We expanded our audit of attendance to include a review of the signatures for all of the independent study contracts. We found that there were a total of three contracts for 16 days of independent study for the P-2 and Annual periods that were missing student signatures, and which were therefore not allowable for apportionment attendance.

The Corrective Action Plan requires Board certification. Please see the attached [District Corrective Action Plan](#).

**Fiscal Implications:**

This computes to an estimated total over-claimed local control funding formula revenue of approximately \$1,300. This will not impact the District's 2019-20 funding because the District was funded on prior year ADA in 2019-20. It could potentially impact the 2020-21 LCFF funding if the District's 2020-21 ADA is less than the 2019-20 ADA.

**Contact Person/s:** Melanie Nannizzi

**Jacoby Creek School District  
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**Agenda Item 3.**  
**BUSINESS AND FINANCE**

**Subject:**  
3.3 Federal Stimulus Bill

**Action Requested:**  
None.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**  
Congress had reached a deal on the stimulus package that included additional Elementary and Secondary School Emergency Relief (ESSER) funds and the extension of the deadline to expend Corona Virus Relief Funds (CRF) to December 31, 2021. The Superintendent/Principal will share more information regarding this bill and the additional ESSER funding as it becomes available.  
[Fiscal Report](#)

**Fiscal Implications:**  
To be determined.

**Contact Person/s:** Melanie Nannizzi

**Jacoby Creek School District**  
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**Agenda Item 3.**  
**BUSINESS AND FINANCE**

**Subject:**

3.4 California Safe Schools for All and Assembly Bill 10

**Action Requested:**

None.

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

Governor Newsom announced the California Safe Schools for All Plan on December 30, 2020. This proposal would establish incentive grants for school districts to reopen schools. These funds would become available in February 2021 for those schools that offer in-person instruction. This still will need to be agreed upon by the legislature to be enacted. The Superintendent/Principal will share more information as it becomes available.

[Fiscal Report](#)

[CASBO Report](#)

**Fiscal Implications:**

To be determined.

**Contact Person/s:** Melanie Nannizzi

**Jacoby Creek School District  
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**Agenda Item 4.**

**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:**

4.1 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 and Payroll Reports are attached.

**Fiscal Implications:**

**Warrants:**

December: \$18,514.27

**Payroll:**

Regular:

Certificated:

December: \$164,847.88

Classified:

December: \$51,255.53

**Supplemental:**

Certificated:

November: \$125.00

Classified:

November: \$5,832.75

**Contact Person/s:** Melanie Nannizzi, Katlyn Hill

**Jacoby Creek School District**  
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**Agenda Item 4.**

**CONSENT AGENDA**

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**Subject:**

[4.2 Approval of Minutes: Regular Meeting of December 14, 2020](#)

**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:** Melanie Nannizzi, Karen Roberts

**Jacoby Creek School District  
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**Agenda Item 4.**

**CONSENT AGENDA**

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**Subject:**

4.3 Resignations, Hires and Leaves

**Action Requested:**

Approval.

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

Resignation:

Hires: Daniel Cox, First Grade Instructional Aide

Leaves:

**Fiscal Implications:**

None.

**Contact Person/s:** Melanie Nannizzi

**Jacoby Creek School District  
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**Agenda Item 4.**

**CONSENT AGENDA**

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**Subject:**

[4.4 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:** Melanie Nannizzi

**Jacoby Creek School District  
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**Agenda Item 5.**

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

**Subject:**

**5.1 Comments by the Public**

Under this item, the public is invited to address the Board regarding items that are not on tonight's agenda. Speakers are limited to three minutes each. The Board is not allowed under the law to take action on matters that are not on the agenda. Should comments from the public pertain to a charge or complaint against an employee of Jacoby Creek School District, the Board encourages the speaker to utilize the district's written complaint procedures to pursue the matter. The public will have an opportunity to comment on all agenda items as those items are heard this evening.

**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-Lehman

**Agenda Item 6.**

**COMMUNITY RELATIONS/CORRESPONDENCE**

**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 7.**

**RECOGNITIONS/ANNOUNCEMENTS/REPORTS**

**Subject:**

- 7.1 Board Members
- 7.2 Jacoby Creek Teachers Association
- 7.3 California School Employees Association
- 7.4 Superintendent/Principal

**Action Requested:**

None.

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

- 7.1 Board members may choose to make a report.
- 7.2 and 7.3 JCTA and CSEA may choose to address the Board.
- 7.4 Each month the Superintendent/Principal will give a report on the state of the District.

**Fiscal Implications:**

None.

**Contact Person/s:** Melanie Nannizzi

**Agenda Item 8.**

**ADMINISTRATION**

**Subject:**

[8.1 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 these figures.

**Fiscal Implications:**

To be determined.

**Contact Person/s:** Melanie Nannizzi, Melynda Blaine

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

**Subject:**  
8.2 Local Assignment Option Waiver

**Action Requested:**  
Approve.

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

Therese FitzMaurice has been employed as the physical education teacher since August of 2019. She does not have a single subject PE credential. During the 2019-2020 school year she took the required coursework to obtain the credential but due to COVID-19 she has been unable to take the required in person assessments to complete the credential. The Education Code (EC44263) allows the board to approve a Local Assignment Option Waiver with permission from the teacher.

[Local Assignment Waiver Chart](#)  
[Consent Form](#)

**Fiscal Implications:**  
To be determined.

**Contact Person/s:** Melanie Nannizzi

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

**Subject:**  
[8.3 Tentative Agreement with Jacoby Creek Teacher's Association](#)

**Action Requested:**  
Approve.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**  
When negotiations occurred in July, the COLA was projected to be -7%. The actual COLA was 0%. As a result of the increase in funding the District has reopened negotiations per the [agreement](#) made in the fall.

**Fiscal Implications:**  
approximately \$20,000

**Contact Person/s:** Melanie Nannizzi

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

**Subject:**  
[8.4 Side Letter Agreement with California Schools Employee Association, Bayside Chapter](#)

**Action Requested:**  
Approve.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**  
When negotiations occurred, the COLA was projected to be -7%. The actual COLA was 0%. As a result of the increase in funding the District has offered at \$250 stipend to each 1.0 FTE employee to offset cost of living increases.

**Fiscal Implications:**  
approximately \$5,000

**Contact Person/s:** Melanie Nannizzi

**Agenda Item 8.**  
**ADMINISTRATION**

**Subject:**  
8.5 Equity Committee Report

**Action Requested:**  
None.

**Previous Staff/Board Action, Background Information and/or Statement of Need:**  
The JCS Equity Committee met in January. Main topics included:

- Staff Training: [Colorblind Racism and Honoring Dr. Martin Luther King Junior](#)
- Land Acknowledgement
- Creating a culture of receiving feedback openly

The next committee meeting will be on February 3 at 6:00 p.m.

**Fiscal Implications:**  
None.

**Contact Person/s:** Melanie Nannizzi

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

**CURRICULUM AND INSTRUCTION**

**Subject:**

[9.1 2019-2020 School Accountability Report Card](#)

**Action Requested:**

Approval.

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

Each year, the Board is required to approve and post a School Accountability Report Card, which contains data and information regarding the district required by the state of California. The administrative staff has prepared the data for the 2019-20 School Accountability Report Card.

**Fiscal Implications:**

None.

**Contact Person:** Melanie Nannizzi

**Jacoby Creek School District  
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**Agenda Item 10.**

**FACILITIES**

**Subject:**

No Items.

**Action Requested:**

None.

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

None.

**Fiscal Implications:**

None.

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

**Agenda Item 11.**

**FUTURE AGENDA PLANNING**

**Subject:**

11.1 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 is related to school district business and within the jurisdiction of the Board.

**Fiscal Implications:**

None.

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

**Jacoby Creek School District  
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**Agenda Item 12.**  
**FUTURE BOARD MEETINGS**

**Subject:**

**12. FUTURE BOARD MEETINGS**

11.1 Future Board meetings

Monday, February 8, 2021, Monday, March 8, 2021, Monday, April 12, 2021

**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 2019 calendar year. The Board may adjust this meeting schedule as needed.

**Fiscal Implications:**

None.

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