

# **San Mateo-Foster City School District**

## **Minutes**

### **REGULAR MEETING~BOARD OF TRUSTEES**

June 01, 2017, 7:00 PM

1170 Chess Drive

Foster City, CA 94404

#### **1. CALL TO ORDER: 6:00 P.M.**

#### **2. RECESS TO CLOSED SESSION**

Closed Session started at 6:04 p.m. and ended at 6:58 p.m.

**2.1. GOVT. CODE 54957.6 CONFERENCE WITH LABOR NEGOTIATOR(S)** Agency Designated Representative: Dr. Joan Rosas. Employee Organization: SMETA, CSEA and/or SMEAA. **GOVT. CODE 54956.9 CONFERENCE WITH LEGAL COUNCIL PENDING LITIGATION.** Significant exposure to litigation to paragraph (2) of subdivision (d) of Section 54656.9 of the Government Code (one case Committee for Responsible Growth in Foster City et al. v. San Mateo-Foster City School District et al., San Mateo Superior Court Case No. 17C1V00018). **GOVT. CODE 54957 - PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.** **GOVT. CODE 54957 - PUBLIC EMPLOYEE PERFORMANCE GOALS/EVALUATION.** Title: Superintendent. **GOVT. CODE 54956.8 - CONFERENCE WITH REAL PROPERTY NEGOTIATOR - Property:** [Charter Square, 791 Beach Park Blvd., Foster City.] Agency Negotiator: Superintendent. Under Negotiation: property acquisition, price and terms of property lease/purchase.

#### **3. RECONVENE TO REGULAR MEETING**

The Regular Meeting began at 7:06 p.m.

##### **3.1. Report out of Closed Session**

Board President Chelsea Bonini was pleased to announce that the Board voted 5-0-0 to accept the Settlement of Litigation concerning the Committee for Responsible Growth in Foster City v. the San Mateo-Foster City School District et al., San Mateo Superior Court Case No. 17C1V00018. A copy of the settlement agreement is available for viewing at the San Mateo-Foster City School District Office, Superintendent's Office.

##### **3.2. Flag Salute**

The Flag Salute was led by Diya Mehta, Zae Shah, and Chloe Xiao, 5th graders at Audubon Elementary School.

##### **3.3. Roll Call**

All members were present.

##### **3.4. Approval of Agenda: June 1, 2017 (v)**

Dr. Rosas requested that item 6.1.4 be pulled from the June 1, 2017 Board Agenda and changed the order of the presentations under BUSINESS/FINANCE as noted.

**Motion Passed:** Passed with a motion by Audrey Ng and a second by Lory Lawson.

Yes Chelsea Bonini

Yes Ed Coady

Yes Nancy Hsieh

Yes Lory Lawson

Yes Audrey Ng

##### **3.5. Approval of Minutes: May 18, 2017 (v)**

**Motion Passed:** Passed, as amended, with a motion by Audrey Ng and a second by Lory Lawson.

Yes Chelsea Bonini

Yes Ed Coady

Yes Nancy Hsieh

Yes Lory Lawson

Yes     Audrey Ng

#### **4. RECOGNITION**

##### **4.1. Kent Award - San Mateo Park Elementary School**

San Mateo Park Elementary School was recognized with a Kent Award for its Panther Reading Program. A representative from Park made a presentation regarding the award winning program.

##### **4.2. Retiree Recognition**

A group of District retirees were honored by their principal or supervisor and received certificates from Dr. Rosas and Board President Bonini.

#### **5. STATEMENTS**

##### **5.1. Public Statements related to non-agenda topics:**

A number of teachers and parents, as well as San Mateo Elementary Teachers Association (SMETA) President Julie MacArthur, reiterated the need for increased teacher salaries and a fair contract.

##### **5.2. Public statements related to agenda items: Persons will be called on at the appropriate time.**

##### **5.3. Advisory Committee Reports**

##### **5.4. Foundation/Committee Reports**

Trustee Coady provided an update on the SMFCSD Education Foundation. The Read-a-thon project is going great and a tentative date has been found for the Fun Run event in September. Trustee Hsieh reported out on the English Learner DAC/DELAC meeting. The Parents for Quality Education (PIQE) attended to hear the presentation on the Local Control Accountability Plan (LCAP).

##### **5.5. District Staff Statements**

Molly shared that the SMFCSD Education Foundation will man a booth at the Foster City City Fest. District students will be on hand to present activities.

##### **5.6. Statement of Board members**

Trustees Hsieh, Ng, and Bonini were guest readers at Baywood Elementary School for Literacy Week. Trustees Hsieh and Bonini attended the 2017 Kent Awards. San Mateo Park Elementary was among the honorees. Trustees Ng and Bonini attended the San Mateo High School District Board meeting regarding affordable housing for teachers.

Trustee Coady relayed information that the healthy eating index improves academic performance and was concerned about recent federal changes in child nutrition guidelines.

Trustee Hsieh visited Fiesta Gardens International School with Dr. Rosas, the 5th grade Honors Music Concert, and the 1st annual Bayside STEM Mandarin program's Celebration of Learning. Trustee Ng congratulated the 2017 retirees.

Trustee Lawson thanked the parents and staff at the Board Meeting this evening and expressed appreciation for their interest in the budget. She noted that the best way to educate themselves regarding budget planning is to stay for the entire meeting.

Trustee Bonini thanked the schools for the amazing Art in Action events.

##### **5.7. Statement of Superintendent**

Dr. Rosas:

--thanked and congratulated the District retirees.

--publicly thanked Abbott Middle School Drama Teacher Holly Stone for 35 years of productions. She will be recognized at San Mateo City Council meeting on June 5 for her contribution to the community.

--enjoyed a school visit to Fiesta Gardens International School with Trustee Hsieh.

--attended the Kent awards to celebrate Park's Panther Reading Program with Trustees Hsieh and Bonini

--enjoyed being a guest reader at Baywood Elementary School.

--attended the SMUHSD Board meeting and spoke on the issue of employee housing.

--was proud of the 71 parents that graduated from the PIQE program held at College Park. She hopes to be able to continue this program next year.

--enjoyed the Bayside Academy Mandarin Program's Celebration of Learning. The students presented an outstanding demonstration of their Mandarin skills.

--announced that the City of San Mateo offered to sponsor a third School Resource Officer (SRO) for one year as a "Bridge." Thanks to their generosity, the District is able to have 3 SROs for the 2017-2018 school year.

## **6. PROPOSED CONSENT AGENDA (v)**

Brewer Island Elementary School teacher Leslie Thompson requested that item 6.1.1 be removed from the Consent Agenda for further discussion.

Passed, as amended, with a motion by Ed Coady and a second by Nancy Hsieh.

Yes Chelsea Bonini

Yes Ed Coady

Yes Nancy Hsieh

Yes Lory Lawson

Yes Audrey Ng

After the Consent Agenda was approved, Leslie Thompson asked a question regarding item 6.1.1 which was clarified by Assistant Superintendent Molly Barton.

**Motion Passed:** Passed with a motion by Lory Lawson and a second by Audrey Ng.

Yes Chelsea Bonini

Yes Ed Coady

Yes Nancy Hsieh

Yes Lory Lawson

Yes Audrey Ng

## **6.1. EDUCATION/STUDENT SERVICES**

### **6.1.1. Board Policy 5030 - Wellness Policy**

### **6.1.2. Board Policy 5141.52 - Suicide Prevention Policy**

### **6.1.3. Local Education Agency (LEA) Addition**

### **6.1.4. District-wide Secure Copy and Print Solution - Ray Morgan Co.**

## **6.2. BUSINESS/FINANCE**

### **6.2.1. Listing of payments to meet District expenditures**

### **6.2.2. Notice of Completion - Districtwide Extra Cameras Project - VAS Security Systems, Inc.**

### **6.2.3. Bowditch - 4 Classroom Portables - Mobile Modular Management Corp.**

### **6.2.4. Abbott, Bayside Prop 39 Interior Lighting Project - Edges Electrical Group**

### **6.2.5. Bayside STEM Academy Classroom Conversion - TRC - Amendment No. 1**

### **6.2.6. Bayside STEM/STEAM Classrooms Conversion - Change Order No. 7 - Cal Pacific**

### **6.2.7. Sunnybrae Elementary School - New Flooring Installation - LGI**

### **6.2.8. Bay Area School Nutrition Collaborative Request for Proposal (RFP)**

### **6.2.9. Abbott - Resolution No. 34/16-17 - Notice of Categorical Exemption - New Gym and Classrooms Project**

### **6.2.10. George Hall - Toilet Rooms Remodel, Phase II - Eternal Construction, Inc.**

## **6.3. HUMAN RESOURCES**

### **6.3.1. Assignments noted for individuals listed**

### **6.3.2. Resignations, Releases, and/or Retirees**

### **6.3.3. Reduced Workload Program**

## **7. SUPERINTENDENT/BOARD SERVICES**

### **7.1. Agendas - June 8, 2017 Special Board Meeting**

At the May 18, 2017 Board Meeting, the Board discussed the following topics - Budget Review, Parcel Tax Debrief, School Board Candidate Workshop. At tonight's meeting, Dr. Rosas reviewed and updated draft agendas per Board input. The planning for the June 8, 2017 Special Board Meeting was then finalized.

## **8. EDUCATION/STUDENT SERVICES**

### **8.1. Public Hearing - 2017-2018 LCAP**

Assistant Superintendent of Education Services Dr. Heather Olsen presented final information on the 2017-2018 Local Control Accountability Plan (LCAP).

The Public Hearing was opened at 8:48 p.m. As there were no public comments, the hearing was closed at 8:49 p.m.

Passed, as amended, with a motion by Audrey Ng and a second by Lory Lawson.

Yes Chelsea Bonini

Yes Ed Coady

Yes Nancy Hsieh

Yes Lory Lawson

Yes Audrey Ng

## **9. BUSINESS/FINANCE**

### **9.1. Public Hearing - 2017-2018 Budget (Draft)**

(Moved down the agenda - as item 9.2)

CBO Carolyn Chow presented the 2017-2018 Budget draft. She requested and received direction for the June 15, 2017 Board meeting. The Board asked clarifying questions. Dr. Rosas clarified that a 6% reserve fund will be necessary to avoid further reductions.

The Public Hearing was opened at 9:54 p.m. District teacher Pearce Ekel made a comment on the impact of the budget beyond the immediate classroom. The hearing was closed at 9:59 p.m.

### **9.2. Public Hearing - 2017-2018 Fund Balance in Excess of Minimum Reserve Level**

(moved down the agenda - as item 9.3)

CBO Chow presented information regarding the 2017-2018 Fund Balance in excess of the minimum reserve level. The Public Hearing was opened at 10:07 p.m. District teacher Christy Rauch made a comment regarding budget priorities. The hearing was closed at 10:10 p.m.

### **9.3. Middle School Gyms/Classrooms Projects - Budget (v)**

(moved down the agenda - as item 9.4)

Dr. Rosas presented information regarding the budget for the Middle School Gyms and Classrooms Projects. At the May 18, 2017 Board Meeting, the Board evaluated cost estimates of the Middle School Gyms and Classrooms Projects. The Board provided staff direction related to budget solutions to allow these projects to move forward into the schematic design phase. At tonight's meeting, there was further discussion and a recommendation that the Board approve the budget solutions

**Motion Passed:** IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE BUDGET SOLUTIONS FOR THE RECENT COST ESTIMATES FOR THE MIDDLE SCHOOL GYM AND CLASSROOMS PROJECTS AT ABBOTT AND BOREL MIDDLE SCHOOLS AND FOR THE GYM PROJECT AT BAYSIDE ACADEMY. Passed with a motion by Nancy Hsieh and a second by Lory Lawson.

Yes Chelsea Bonini

Yes Ed Coady

Yes Nancy Hsieh

Yes Lory Lawson

Yes Audrey Ng

### **9.4. Governor's May Revise - Update**

(moved up on the agenda – as item 9.1)

On May 19, 2017, CBO Carolyn Chow attended the School Services of California May Revision Workshop. CBO Chow presented updates related to the state budget adoption process and the resulting impact to the District's draft 2017-2018 Budget. She reviewed the Local Control Funding Formula (LCFF). The Board asked clarifying questions.

### **9.5. Gifts presented to the schools (v)**

**Motion Passed:** IT IS RECOMMENDED THE BOARD OF TRUSTEES ACCEPT THE GIFTS PRESENTED TO THE SCHOOLS AS APPROVED BY THE SUPERINTENDENT. (See attached

list) Passed with a motion by Audrey Ng and a second by Lory Lawson.

Yes Chelsea Bonini  
Yes Ed Coady  
Yes Nancy Hsieh  
Yes Lory Lawson  
Yes Audrey Ng

## **10. HUMAN RESOURCES**

### **10.1. Job Description - Site Kitchen Operator - Elementary (v)**

Assistant Superintendent of Human Resources Dr. Donna Lewis provided information on five updated job descriptions, presented tonight for first reading, and suggested that items 10.1-10.5 be approved in one motion. Trustee Ng requested that these items be brought back for approval on the June 15, 2017 Consent Agenda.

**Motion Passed:** IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE FIRST READING OF THE JOB DESCRIPTIONS FOR THE POSITIONS LISTED UNDER ITEMS 10.1-10.5. Passed with a motion by Lory Lawson and a second by Nancy Hsieh.

Yes Chelsea Bonini  
Yes Ed Coady  
Yes Nancy Hsieh  
Yes Lory Lawson  
Yes Audrey Ng

### **10.2. Job Description - Food Production Manager (v)**

### **10.3. Job Description - Confidential Assistant To Superintendent (v)**

### **10.4. Job Description - Confidential Administrative Assistant - Business (v)**

### **10.5. Job Description - Confidential Administrative Assistant - HR (v)**

### **10.6. Crossing Guard Agreement - City of San Mateo (v)**

**Motion Passed:** IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE AGREEMENT BETWEEN THE DISTRICT AND THE CITY OF SAN MATEO TO PROVIDE CROSSING GUARDS FOR SAN MATEO FROM JULY 1, 2017 TO JUNE 30, 2018. Passed with a motion by Audrey Ng and a second by Lory Lawson.

Yes Chelsea Bonini  
Yes Ed Coady  
Yes Nancy Hsieh  
Yes Lory Lawson  
Yes Audrey Ng

### **10.7. Crossing Guard Agreement - City of Foster City (v)**

**Motion Passed:** IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE AGREEMENT BETWEEN THE DISTRICT AND THE CITY OF FOSTER CITY TO PROVIDE CROSSING GUARDS FOR FOSTER CITY FROM JULY 1, 2017 TO JUNE 30, 2018. Passed with a motion by Audrey Ng and a second by Nancy Hsieh.

Yes Chelsea Bonini  
Yes Ed Coady  
Yes Nancy Hsieh  
Yes Lory Lawson  
Yes Audrey Ng

## **11. BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS**

Trustee Lory Lawson requested that the Board make plans regarding summer scheduling.

## **12. FUTURE MEETING DATES**

The following dates were read by Board President Chelsea Bonini:

--June 5, 2017 - 7:00 p.m. - PTA Council Meeting

--June 8, 2017 - 5:00-7:00 p.m. - Special Board Meeting - Budget/Parcel Tax Debrief  
--June 8, 2017 - 7:30-8:30 p.m. - Special Board Meeting - School Board Candidate Workshop  
--June 7, 2017\* - 7:00 p.m. - SMFCSD Education Foundation/Abbott Foyer  
--June 15, 2017 - 7:00 p.m. - Board Meeting  
\*NOTE CHANGE: The June 14, 2017 SMFCSD Education Foundation will take place on June 7, 2017 in the Board Room.

### **13. ADJOURNMENT**

#### **13.1. Adjournment (v)**

**Motion Passed:** Passed with a motion by Lory Lawson and a second by Audrey Ng.

Yes Chelsea Bonini  
Yes Ed Coady  
Yes Nancy Hsieh  
Yes Lory Lawson  
Yes Audrey Ng

Board President Chelsea Bonini adjourned the Regular meeting at 10:20 p.m.

---

Board Secretary

---

Date