

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

## **Minutes**

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

June 06, 2019, 6:30 PM

1170 Chess Drive

Foster City, CA 94404

#### **1. RECESS TO CLOSED SESSION**

**1.1. Review Non-Public School/Non-Public Agency contract(s) for the 2018-2019 school year.**

**1.2. GOVT. CODE 54957.6 CONFERENCE WITH LABOR NEGOTIATOR(S)**  
**Agency Designated Representative: Dr. Joan Rosas. Employee Organization: SMETA, CSEA and/or SMEAA.**

**1.3. GOVT. CODE 54957 - PUBLIC EMPLOYEE**  
**DISCIPLINE/DISMISSAL/RELEASE. If these discussions are not completed before 6:30 p.m., the Closed Session will continue following the regular meeting.**

#### **2. RECONVENE TO REGULAR MEETING**

The Regular Board meeting started at 6:31 p.m.

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

None.

##### **2.2. Flag Salute**

The Flag Salute was led by students of Brewer Island Elementary School: Elaine Franchi, 3<sup>rd</sup> grade and Samantha Franchi, Kindergarten.

##### **2.3. Roll Call**

Four Board Members present:

Kenneth Chin

Noelia Corzo

Rebecca Hitchcock

Audrey Ng

Trustee Shara Watkins joined shortly after the meeting had begun.

##### **2.4. Approval of Agenda: June 6, 2019 (v)**

**Motion Passed:** Passed with a motion by Audrey Ng and a second by Kenneth Chin.

Yes Kenneth Chin

Yes Noelia Corzo

Abstain Rebecca Hitchcock

Yes Audrey Ng

Absent Shara Watkins

##### **2.5. Approval of Minutes:**

###### **2.5.1. May 16, 2019 - Regular Board Meeting (v)**

**Motion Passed:** Passed with a motion by Audrey Ng and a second by Kenneth Chin.

Yes Kenneth Chin

Yes Noelia Corzo

Abstain Rebecca Hitchcock

Yes Audrey Ng

Absent Shara Watkins

**2.5.2. May 23, 2019 - Special Board Meeting - School Visitations (v)**

**Motion Passed:** Passed with a motion by Audrey Ng and a second by Kenneth Chin.

Yes Kenneth Chin

Yes Noelia Corzo

Abstain Rebecca Hitchcock

Yes Audrey Ng

Absent Shara Watkins

**2.5.3. May 24, 2019 - Special Board Meeting - School Visitations (v)**

**Motion Passed:** Passed with a motion by Kenneth Chin and a second by Audrey Ng.

Yes Kenneth Chin

Yes Noelia Corzo

Abstain Rebecca Hitchcock

Yes Audrey Ng

Absent Shara Watkins

**3. RECOGNITION**

**3.1. Retiree Recognition**

2018-2019 District retirees were honored by their principal or supervisor and received certificates from Dr. Rosas and Board President Shara Watkins. Books will be donated to each school library in honor of each retiree.

**4. STATEMENTS**

**4.1. Public Statements Related to Non-agenda Topics:**

Devon Zaky, Special Day Class Teacher at George Hall Elementary School, advocated for inclusion and requested smaller class sizes as there is a great deal of preparation needed to support all of the students in a rigorous manner.

Shoshona Frisch, RSP Teacher at Borel Middle School, represented the Special Education members in SMETA and wanted to voice concern about communication. They would like to see communication that is consistent and timely. Her solutions are to reinstate the Special Education Leadership team, which she recently learned, appears to be starting up again, and to use Restorative Practices to support all of the stakeholders.

Sadia Saed, a Parent from the Foster City Annex, stated that cutting Annex seats at the Foster City Annex is a concern. She appreciates the teachers as they have been a constant support to the children. She appreciated that the Annex staff teach the students, do arts and crafts, and engage in special events such as UN Day.

Anya Wasko, a Special Day Class Teacher at Laurel Elementary School, spoke to ensuring that the students' placements are the best possible for all children. The District change to having full day para educators really makes a positive difference. However, combining two programs in her class for next year is not positive for the children. She feels that the students will not receive the instruction that they need and all of the students deserve to learn.

Carroll Rodriguez, an SLP in the District, stated that currently there are only five District SLP's and 16 contracted SLP's and that there has been a high turnover rate due to the cost of living. She encouraged the District to think about how to attract and retain teachers.

Francisco Guzman, parent at Foster City Elementary School, spoke about the downsizing happening at the Foster City Annex due to staffing needs. He felt that this will have an effect on the quality of the care of the students. He would like the Board to consider how to address the need for quality care and asked how can we attract the staff needed.

Steven Davis stated that the District is in non-compliance for IDEA, particularly with least restrictive environment. Students in the special day classes have less time in class so they are behind and stay behind. He felt that inclusion works. He has seen it work for his son who went to a farm and then spoke spontaneously about the trip with his therapist. He feels that he had to gain this access by filing a complaint.

Chelsea Bonini understands that the Board may be interested in starting a Special Education District Advisory Council (SEDAC) and she has sent a resolution for the Board's consideration. Also, SNKids will be hosting a forum for elections this coming fall. She has been volunteering in Anya Wasko's class teaching art and has seen the growth in the children and encouraged the District to maintain her current program.

Sue Olinger advocated for her job as the Lead Teacher in the Foster City Annex. She questions why the program is being capped at 40 students leaving many students on a wait list. She has worked hard to develop a program that she is proud of with other staff members. With 40 students in the program there will only be two staff members and they won't be able to provide the enriched programming for the students.

Aileen Snodgrass is concerned about student safety and wellness. She is an MFT and has been working at Laurel Elementary School as the Physical Education teacher. The issues listed by the staff at the last meeting are mostly related to Special Education students and she believes that the programs should not be combined in Anya Wasko's class.

Roman Paynter spoke to the fact that the Foster City Annex is important to him. He enjoys homework, arts, crafts, and clubs, and he would like to continue to learn and have fun.

Isaac Paynter asked to use Measure V funds to hire more teachers and staff in the District. He wrote postcards on the weekend and felt that there was money to recruit more teachers.

Randi Paynter feels that the Annex program pays for itself and generates funds. When she asked the Principal of the Annex about the change, she stated that staffing has been an issue. She pressed for creativity to achieve equity, see what the possibilities could be, remove the bar and maintain spaces for the students.

Ian Perdikomatis from Abbott Middle School stated that case loads are an issue across a number of schools. The legal limit for RSP is 28. Highlands Elementary School has 31, Abbott Middle School has 36 each, Borel Middle School has 35 and 31, Bayside Academy has 30, Sunnybrae Elementary School 25 with 4 pending. It is the end of the year and all of the schools are participating in transitions. The District hired another teacher for Abbott who will be coming in with 34 new students. This means that the students will not receive their minutes and that the District is out of compliance.

Julie MacArthur didn't have anything to add to what she had already heard from children, classified, certificated, General Education, and Special Education staff because they are trying to do right by students but there is no action. She asked the Board to consider how they will begin the year and stated that they heard from Trudy Arriaga about Opening Doors but she feels the District is closing them.

Ian McCullough thanked all of the people for speaking passionately to make the District the best that it can be. He felt that the Annex is an integral part of child's life and affordable child care is really hard to come by.

#### **4.2. Public Statements Related to Agenda Items: Persons will be called on at the appropriate time**

#### **4.3. Foundation/Committee Reports**

Trustee Audrey Ng recognized Council Member Sanjay Gehani and wanted to thank the Foster City Council for recognizing Bowditch Middle School for their Distinguished School Award. She also noted that through the Ed Foundation, Gilead had presented the District with a science grant and that Sony Play Station had created a Maker's Space at Beresford Elementary School. She also stated that the DAC and DELAC met for the last time to approve the LCAP.

Trustee Ken Chin met with the Communications Committee and stated that he would save his comments for the agenda item. Also, the Homeroom Committee met to discuss staff housing needs.

Trustees Noelia Corzo and Shara Watkins presented information on the work of the Equity Task Force. They met with Joyce Highhouse, the new Facilitator. The next meeting is scheduled for July 25.

#### **4.4. Announcements**

Abbott's performance of Into the Woods begins this weekend.

Bowditch will perform Les Mis in concert at 6:00.

There are two General Plan workshops coming up. One is this Saturday, June 8 at the San Mateo Public Library starting at 10:00 a.m. and then the following Monday, June 10 at Hillsdale High School.

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

Item 5.2.14 Listing of Payments to Meet District Expenditures was removed from the Consent Agenda to allow public comments.

**Motion to Amend Passed:** The amended Consent Agenda passed with a motion by Noelia Corzo and a second by Rebecca Hitchcock.

Yes Kenneth Chin  
Yes Noelia Corzo  
Yes Rebecca Hitchcock  
Yes Audrey Ng  
Yes Shara Watkins

Public Comments:

Steven Davis stated that the District spent over \$25,000 on legal fees in March for special education. He felt that it would be useful for the District to track the legal expenditures, use County Counsel and put the money into the education of the students.

#### **Item 5.2.14 Listing of Payments to Meet District Expenditures.**

**Motion Passed:** Item 5.2.14 passed with a motion by Noelia Corzo and a second by Kenneth Chin.

Yes Kenneth Chin

Yes Noelia Corzo  
Yes Rebecca Hitchcock  
Yes Audrey Ng  
Yes Shara Watkins

## **5.1. EDUCATION/STUDENT SERVICES**

### **5.1.1. Instructional Minutes**

### **5.1.2. NPA/NPS Contracts**

### **5.1.3. 2019-2020 Safe Routes to School Grant**

### **5.1.4. 2019-2020 Youth Engagement to Address Tobacco-Related Health Disparities Grant**

## **5.2. BUSINESS/FINANCE**

### **5.2.1. Abbott-New Gymnasium and Classrooms Project- Cody Anderson Wasney Architects, Inc.-Amendment No. 2**

### **5.2.2. George Hall Elementary School - Room 2 Renovations for the Child Development Center**

### **5.2.3. George Hall Elementary School - Shade Structure Installation Project #19-146**

### **5.2.4. Laurel Elementary School - Dry Rot Repairs and Flooring Replacement at the Portable of the Children's Annex.**

### **5.2.5. New Elementary School in Foster City - DSA Inspector of Record (IOR) Services**

### **5.2.6. HMC Agreement for Architectural Services - New School in Foster City**

### **5.2.7. Prop 39 Abbott, Bayside, and District Office Lighting Project - Flouresco Services Inc.**

### **5.2.8. Food Safety and Sanitation System - PortionPac Contract 2019-2020**

### **5.2.9. Distribution of Processed USDA Foods and Commercial Food Products for 2019-2020**

### **5.2.10. Contract for Fresh Produce Fruits and Vegetables**

### **5.2.11. Dairy Products and Services Contract Renewal**

### **5.2.12. Resolution No. 38/18-19 Designating SMFCSD as the Super USDA Foods Cooperative Lead Agency**

### **5.2.13. Contracts & Consultants \$45,000 and Under**

### **5.2.14. Listing of Payments to Meet District Expenditures**

### **5.2.15. Gifts presented to the Schools**

## **5.3. HUMAN RESOURCES**

### **5.3.1. Assignments Noted for Individuals Listed**

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

## **6. SUPERINTENDENT SERVICES/BOARD**

### **6.1. Communications Update**

Amber Farinha, Gina Johnstone, Pam Bartfield, and John Cosmos presented on behalf of the Communications Committee. Also, in attendance from the Committee were Peter Cazanis and Amanda Goll and Board liaisons Kenneth Chin and Rebecca Hitchcock. They reviewed their goals, work completed, and work in progress. They also presented a classroom to home communications tool called Class DoJo.

Trustee Ng appreciated the alignment with the LCAP. The Trustees asked clarifying questions particularly about Class DoJo. The Trustees also asked to have further information from the teachers as only 200+ responses may not provide enough information about communication patterns as consistency will be important.

Public Comments:

Steven Davis stated that he would like to talk about communication instead of toys and would appreciate improved communication for special education parents.

Ian McCullough was excited by the idea of video recordings. He is the Membership Chair for George Hall's PTA and works in education technology for schools. He also urged the Board to not underestimate the power of sending home paper in the backpacks with the students and making phone calls.

Kathy Pratt commented on Class DoJo stating that she doesn't want to put points on behavior. She already sends home weekly emails and sees parents face to face. She encouraged further communication with teachers to see what they are already using.

Colleen Sullivan appreciated seeing the different communication options. She asked the District to put an Education Foundation button on the website.

Board Members had additional comments.

Trustee Chin stated that he is on the Committee and knows that there is no silver bullet. He did appreciate seeing options such as Class DoJo as it is a little more modern but understands that it may not be for everyone. He does want to do more with marketing the schools and doesn't think that the public sees all that is going on, such as the recent grant from Gilead.

Trustee Corzo touched on the folders as her son is with his father one week and with her the other week and she explained that the week that he is with his father, she doesn't see the paperwork. She felt that something like Class DoJo would really help her as a parent. She also felt that most people have phones now where they could access something like this.

Trustee Watkins is looking forward to videotaping the Board meetings and marketing our schools. She also appreciated the focus of aligning with the LCAP. She was interested in learning more about what Kathy Pratt shared.

## **7. EDUCATION/STUDENT SERVICES**

### **7.1. Public Hearing - Local Control Accountability Plan (LCAP)**

President Watkins moved to open the Public Hearing at 8:38 p.m.

The Public Hearing session closed at 8:38 p.m.

### **7.2. Draft Local Control Accountability Plan (LCAP) 2019-2020**

David Chambliss, Assistant Superintendent of Education Service, reviewed the steps taken to date to bring the LCAP draft to the Board. He then reviewed the goal areas of the LCAP which provides additional support for students. He explained how the goals, actions and metrics are organized. He encouraged the Board to look at the areas related to meeting the needs of the special education students and the connection with the PIR. He shared that the site SPSA's have been aligned to the LCAP.

Trustee Watkins asked where the District arrived with the 15 points in change. Mr. Chambliss explained that it comes from the Dashboard and if a group is showing the 15-point growth, this will allow the students to catch up.

Public Comments:

Steven Davis stated that he feels that 15 points is just 6 months. The full set of IDEA goals are available and can be utilized for the LCAP instead of just using the ones listed.

The Trustees thanked David Chambliss for his work on the LCAP. Trustee Chin thanked Mr. Chambliss for the LCAP Road Show and the break down of the document over time which

makes it easier to approve at this point in time. Trustee Watkins wants to be sure that the implemented programs result in the impact expected.

## **8. BUSINESS/FINANCE**

### **8.1. Public Hearing - 2019-2020 Budget Adoption**

President Watkins moved to open the 2019-2020 Budget Adoption Public Hearing at 9:08 p.m.

The Public Hearing session closed at 9:08 p.m.

### **8.2. 2019-2020 Budget Adoption (Draft)**

Chief Business Official Carolyn Chow presented the draft budget for 2019-2020. Trustees appreciated the presentation. The Trustees asked clarifying questions about where the public would see the money from the parcel tax. CBO Chow stated that it is listed under local income. The Trustees also discussed the percent set aside for economic uncertainty and stated that they would like to see the District increase this percentage at some point in time. They also expressed concern about setting aside enough funding to deal with emergency repairs.

#### **Public Comments:**

Julie MacArthur talked about the posting of the positions. She felt that that the Trustees heard about the need for additional special education needs and classroom safety and she found it frustrating to see new positions for literacy staff instead of adding more counselors.

Randi Paynter referred to statements that Trustees Watkins and Corzo had made about wanting to discuss students and student outcomes 65% of the time during Board meetings. She also stated that the parcel tax promised to attract and retain staff and provide quality programs for our students and wondered if those promises were going to translate into a mandate for this District. She felt that applying the supplemental funds doesn't reconcile when there is a deficit.

Chelsea Bonini encouraged the Board to look at the assigned reserves especially looking at the month of payroll. She felt that if the Trustees included that amount along with the reserve they would have a 13% reserve in total. She felt that both of these revenues could be counted toward the reserve.

The Trustees engaged in a discussion as to whether to change the reserves from 6% to 7%. They determined that they would not direct staff to make any changes at this point in time.

### **8.3. 2019-2020 Fund Balance in Excess of the Minimum Reserve Level**

CBO Chow reviewed the 2019-2020 Adopted Budget Balances in Excess of Minimum Reserve Requirements and explained that the submission of the one-page Budget sheet is a requirement to show the ending fund balance and that this is applicable to the Unrestricted balance only. She noted that this item will be presented for approval at the regular Board meeting on June 20, 2019.

### **8.4. New Elementary School in Foster City Bid Award (v)**

Project Manager Kevin Sanders presented the Overaa bid for the new school in Foster City.

Trustee Chin asked if there a contingency line? Staff responded that there is a 6% for contingency and 6% for escalation. He also asked if the current contractor is doing the underground. Staff affirmed this with the exception of some storm drainage. Trustee Hitchcock asked how we could ensure that the project won't go over budget. Staff responded that much of the risk is already handled by the fact that we are building a new school and not modernizing an existing site.

Sanjay Gehani thanked the Trustees and staff for wanting to do the best for children and for their on-going commitment. He confirmed that the base bid will have an Annex Childcare program. He also stated that he would like to see the Cluster 2 building completed and wondered if there might be a way to engage the local businesses to see if they would be willing to support the building.

Audrey Ng thanked Councilmember Sanjay Gehani for attending the meeting. The Trustees recognized that the construction of this school has been a long time coming and are excited to get started.

**Motion Passed:** IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES AWARD THE BID TO OVERAA & COMPANY FOR THE NEW ELEMENTARY SCHOOL IN FOSTER CITY PROJECT. Passed with a motion by Audrey Ng and a second by Rebecca Hitchcock.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Yes Audrey Ng

Yes Shara Watkins

#### **8.5. Timeline for Issuance of Measure X Series B Bond Funds**

Item 8.5 - Timeline for Issuance of Measure X Series B Bond Funds **was tabled** for discussion at the next Board meeting on June 20th.

#### **9. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS**

Trustee Ng visited Bowditch Middle School for the 50th anniversary celebration and enjoyed the musical performances. She also loved the visitation to the schools. She attended the Tutor Tea for those who volunteer at several of our schools and would like to encourage others to volunteer as reading buddies.

Trustee Chin also attended the Bowditch Middle School 50th anniversary celebration and enjoyed looking through the yearbooks. He also went to Sunnybrae Elementary School where Mayor Papan visited one of the classrooms to discuss how San Mateo is helping lessen global warming. He attended a seminar put on by the California School Boards Association (CSBA) about student trauma and teacher burnout.

Trustee Watkins visited LEAD Elementary School and Bowditch Middle School. She was able to see Sony's Play Station team working to set up the Maker's Space at Beresford Elementary School. She wanted to inform the Trustees that the New Board Agenda Builder for next year would provide additional opportunities to discuss students and their achievement by using a reading Task Predicts Performance and engaging in guided instructional visitations.

#### **10. SUPERINTENDENT REPORT AND FUTURE MEETING DATES**

Superintendent Dr. Rosas did not have comments this time. Future meetings are as follows:

June 13, 2019	7:00 p.m.	Equity Task Force Meeting
June 17, 2019	7:00 p.m.	SMFCSD Education Foundation/Abbott Foyer
June 17, 2019	7:00 p.m.	PTA Council Meeting
June 20, 2019	6:30 p.m.	Board Meeting
July 25, 2019	8:30 a.m.	Special Board Meeting/Visitation
August 8, 2019	6:30 p.m.	Board Meeting

#### **11. ADJOURNMENT**



### **11.1. Adjournment (v)**

The Regular Board meeting adjourned at 10:41 p.m.

**Motion Passed:** Passed with a motion by Audrey Ng and a second by Noelia Corzo.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Yes Audrey Ng

Yes Shara Watkins

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Board Secretary

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Date