

**San Mateo-Foster City School District**  
**Minutes - Draft**  
**REGULAR MEETING~BOARD OF TRUSTEES**  
September 05, 2019, 6:30 PM  
1170 Chess Drive  
Foster City, CA 94404

**1. CALL TO ORDER: 5:30 P.M.**

**2. RECESS TO CLOSED SESSION**

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

**2.2. GOVT. CODE 54956.9, subd. (d)[(2) or (3)] - CONFERENCE WITH LEGAL COUNSEL--  
ANTICIPATED LITIGATION Significant exposure to litigation: (1 case).**

**2.3. GOVT. CODE 54957 - PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.**

**2.4. GOVT. CODE 54957 - PUBLIC EMPLOYEE PERFORMANCE GOALS/EVALUATION. TITLE:  
Superintendent. If these discussions are not completed before 6:30 p.m., the Closed Session will continue  
following the regular meeting.**

**3. RECONVENE TO REGULAR MEETING**

The Regular Board meeting began at 6:32 p.m.

**3.1. Report out of Closed Session**

Trustee Corzo read the following report out of Closed Session: The Board voted 4-0 to reject a government claim against the District during Closed Session.

**3.2. Flag Salute**

The Flag Salute was led by Melinda Zhang, a student and also member of the Bowditch Middle School music band.

**3.3. Roll Call**

Board Members Present at the meeting:

Kenneth Chin

Noelia Corzo

Rebecca Hitchcock

Shara Watkins

Absent:

Audrey Ng

Trustee Shara Watkins joined later in the meeting.

**3.4. Approval of Agenda: September 5, 2019 (v)**

Trustee Shara Watkins joined the meeting.

**Motion Passed:** Passed with a motion by Kenneth Chin and a second by Rebecca Hitchcock.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Absent Audrey Ng

Yes Shara Watkins

**3.5. Approval of Minutes (v)**

**Motion Passed:** Passed with a motion by Rebecca Hitchcock and a second by Noelia Corzo.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Absent Audrey Ng

Yes Shara Watkins

**3.5.1. August 22, 2019**

**3.5.2. August 29, 2019 - Special Board Meeting - School Visitations**

**4. RECOGNITION**

**4.1. Music Presentation by Bowditch Staff and Students**

Students and alum from both the Jazz Band and Orchestra from Bowditch Middle School under the direction of Jason McElroy and David Song played several selections.

**5. STATEMENTS**

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

Nicole Chou teaches TK at Audubon Elementary School and has 24 students and last year had 25. She stated that she has colleagues who have 14 students so she feels that this is not equitable or fair. She stated that her students are coming from an environment where they are used to being in a ratio of 14 to 1 and having a nap. She felt that the high numbers were not developmentally appropriate.

Steven Davis appreciated seeing the new Special Education Director hired and noted that he would like to have parents involved in the hiring of the new director. He also stated that the SDC class at Park is getting ½ hour less a day of instruction compared to everyone else for the convenience of the busses and that there has been no response to this issue as of yet. He also pointed out that \$1.8 million is spent on busses and wondered how many kids are riding those busses.

Julie MacArthur is interested in the Special Education report and hopes to hear the specifics about how to address the concern regarding RSP teachers who are over case load. She stated that addressing these violations is mandated and the students are not receiving the services they deserve. She would like the District to look at comparable salaries, stress, work load in the Special Education community and address retention. She also stated that class sizes are not equitable across the District with some classes at 34 students and others not at capacity.

Linh Nguyen parent of student at George Hall Elementary School spoke about an incident that occurred at her school. She stated that she would like to transfer her child out of the class or even out of the school.

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

**5.3. Foundation/Committee Reports**

Trustee Corzo announced that the Labor Management Initiative (LMI) will meet Wednesday, September 11 at Baywood Elementary School.

**5.4. Announcements**

Trustee Hitchcock shared that she attended the PTA Montessori training where teachers and more than fifty parents were in attendance. She found the presentation very informative.

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

Item 6.1.1. NPS/NPA Contracts was removed from the Consent Agenda to allow public comments.

**Motion Passed:** Passed with a motion by Kenneth Chin and a second by Rebecca Hitchcock.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Absent Audrey Ng

Yes Shara Watkins

**Item 6.1.1. NPA/NPS Contracts**

Public Comments:

Steven Davis stated that at the last meeting the Board approved \$1.3 million in expenditures for 13 students and, by adding these 3 students, the cost for NPS/NPA is \$1.6 million. He stated that he went to a San Mateo County Office of Education meeting and learned that they were going to grow their special education program. He recommended that the District support the growth of the County program as it is closer to home.

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

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Absent Audrey Ng

Yes Shara Watkins

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

### **6.1.1. NPS/NPA Contracts**

## **6.2. BUSINESS/FINANCE**

**6.2.1. Abbott Middle School Re-Roofing Project - Change Order No.1 - Andy's Roofing Company Inc.**

**6.2.2. Borel Middle School - New Gym and Classroom Project - Special Inspection Company for Increment #3 - Construction Testing Services**

**6.2.3. Notice of Completion - Fiesta Gardens International School Matting Replacement Project - SofSurfaces Inc.**

**6.2.4. Notice of Completion - George Hall Elementary School Roofing Project - State Roofing Systems, Inc.**

**6.2.5. Notice of Completion - Turnbull Child Center Matting Replacement Project - SofSurfaces, Inc.**

**6.2.6. Resolution No. 03/19-20 - Adoption of Gann Limit for 2018-19 and 2019-2020**

**6.2.7. Resolution No. 04/19-20 - Surplus Equipment**

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

**6.2.9. Listing of Payments to Meet District Expenditures**

## **6.3. HUMAN RESOURCES**

**6.3.1. Assignments Noted for Individuals Listed**

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

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

### **7.1. School Plans for Student Achievement (SPSA) (v)**

David Chambliss shared the development of the goals for the SPSA's based on a review of how students are doing and why in order to identify actions for the upcoming year. This year the goals address three areas: academic achievement, wellness, and family engagement with related strategies/actions along with formative and summative metrics.

Patrick Hurley, Principal of Foster City Elementary School, and Annaben Kazemi, Principal of George Hall Elementary School discussed their focus on inclusion opportunities. Lana Fenech, Principal of Highlands Elementary School, and Christian Rubalcaba, Principal of Laurel Elementary School, discussed their focus on Tier I instruction.

The Trustees all thanked the Principals and expressed appreciation for the new presentation format. Trustee Chin is looking forward to seeing the upcoming presentations on student achievement data. He commented that he has seen Playworks in action and knows that it is an effective program and appreciated the Parents at Play program. Trustee Hitchcock appreciated the emphasis on Tier I instruction and family engagement. She also appreciated the inclusion work. Trustee Corzo appreciated seeing the common elements across the schools but also the different approaches being implemented. She commented that she particularly appreciated that one of the SPSA's acknowledged the needs of the students coming in on the bus. Trustee Watkins is looking forward to visiting the schools and learning more. She especially appreciated the alignment of the strategies and the measurement data. She did ask how the Principals share best practices and Patrick Hurley responded that they worked together as a management team and also in PLC's along with setting up visitations to one another's schools.

Public Statement:

Steven Davis reminded the Board that last year they had public comments prior to Board comments so that responses could potentially be included in the comments. He also stated that there is a metric for inclusion in the IEP and hopes

that the sites formally include that number in the IEP paperwork. He appreciated hearing about the drop in incidences at lunch at George Hall. He also felt that cross fertilization is important and encouraged attendance at the SELPA meetings.

**Motion Passed:** IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES RECEIVE INFORMATION AND APPROVE THE SCHOOL PLANS FOR STUDENT ACHIEVEMENT (SPSA) FOR LAUREL, GEORGE HALL, HIGHLANDS, AND FOSTER CITY ELEMENTARY SCHOOLS.

Passed with a motion by Rebecca Hitchcock and a second by Kenneth Chin .

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Absent Audrey Ng

Yes Shara Watkins

## **7.2. Special Education Program Update**

Assistant Superintendent Dr. Sarah Drinkwater presented the Organizational Chart for the Sped Division, described the staffing for the upcoming year, the adopted budget, program support and communication systems and introduced one of the Special Education Program Auditors.

In the area of staffing, Dr. Drinkwater explained that this year 49 out of the 56 Teachers are District employees, OT and PT are contractors and work part time, 4-5 of the Speech and Language Pathologists are District staff and all Psychologists are District staff. She explained that job alike groups will be meeting throughout the year and gave an example of what was covered in the recent Psychologists' meeting. The Auditor explained that she and one other Auditor would be reviewing 12 areas through file review and interviews which include staff and parents and that they will return with a report of findings for the District and the Board.

### **Public Comment**

Steven Davis hoped that there would be a presentation of programs aligned with a budget explanation. He would also like to see an inclusion specialist in the organizational chart and asked that the SEDAC be formalized by a vote by the Board.

The Trustees expressed appreciation for the presentation and asked for further information including: the total number of students and staff case loads, an update on the first meeting of the SEDAC and level of parent interest, the 12 areas covered by the Special Education audit and the findings, an update from the Special Education Leadership Team which arose out of staff request, and a break down of the services and operating expenditures for those services.

## **7.3. Preschool Program Considerations**

Karrie Haselton, Principal on Special Assignment, described changes in the fee based pre-school programs to allow more equitable access and diversity of the student body. She explained that the two Montessori fee-based pre-schools could incorporate subsidized students, there could be more support for Mandarin learning in the subsidized pre-schools at Turnbull Early Learning Center with priority enrollment to College Park and that there could be an inclusion pre-school opportunity at Park Elementary School along with the development of the Helping Hands program at George Hall Elementary School.

### **Public Comment**

Sandi Arata hoped that the priority for the FGIS preschool would continue because she is worried about the future of the program without a priority enrollment. She felt that that early connection benefitted all of the students because the parents become involved in the school early on.

Randi Paynter felt that this was a fantastic proposal which moves the needle on equity and increases kindergarten readiness. She encouraged the Board to support the provision of subsidized seats in equal proportions at the preschool sites and appreciated these changes on behalf of the youngest most vulnerable children.

The Trustees were interested in these changes. They were also interested in what the outreach communications might look like and how the District might break down other barriers to entrance such as immunizations and volunteer hours. They were interested in exploring a sliding scale at some point for parents who make too much for the subsidized slots and too little for the fee-based slots. They asked to have a policy brought back to the Board to vote on the changes through which they would like to establish a monitoring system to ensure that these steps really do effect a change in access and diversity.

## 8. SUPERINTENDENT SERVICES/BOARD

### 8.1. Approval of Governance Handbook (v)

**Motion Passed:** IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE UPDATED GOVERNANCE HANDBOOK FOR THE SAN MATEO FOSTER CITY SCHOOL DISTRICT. Passed with a motion by Rebecca Hitchcock and a second by Noelia Corzo.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Absent Audrey Ng

Yes Shara Watkins

### 8.2. CSBA Call for Nominations (v)

None at this time.

## 9. BUSINESS/FINANCE

### 9.1. 2018-2019 Unaudited Actuals - Draft

Christine Gong, Director of Fiscal Services, presented the 2018-2019 Draft Unaudited Actuals that included actual revenues and expenditures, financial highlights, upcoming budget events related to 2018-2019 year, and responded to questions. She noted that this item will come back for Board approval at the next meeting.

Board Comments:

Trustee Chin thanked Ms. Gong for the presentation and asked clarifying questions regarding the increase in revenue of \$5.38 million for STRS and PERS that was provided by the Governor and the \$3 million deficit. Ms. Gong explained that the \$5.8 million was provided by the Governor as one-time funding and that it was recorded as revenue and expenditure. Therefore, it didn't alter the \$3 million deficit ending balance.

## 10. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Trustee Chin commented on the fact that within two years, all of the Board seats were open for election because of the mandate to move to even year elections. He requested the District partner with the City of San Mateo for a tree planting as part of the beautification project Bayside Academy and he reported that he already initiated a conversation with the City.

## 11. SUPERINTENDENT REPORT AND FUTURE MEETING DATES

## 12. ADJOURNMENT

### 12.1. Adjournment (v)

The Regular Board meeting adjourned at 9:54 p.m.

**Motion Passed:** Passed with a motion by Rebecca Hitchcock and a second by Kenneth Chin.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Absent Audrey Ng

Yes Shara Watkins

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Board Secretary

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Date