

San Mateo-Foster City School District
Minutes- Draft
CLOSED/REGULAR MEETING~BOARD OF TRUSTEES
February 13, 2020, 5:30 PM

Closed Session Begins at 5:30 pm
Regular Meeting Begins at 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. GOVT. CODE 54956.9, subd. (d)[(2) or (3)] - CONFERENCE WITH LEGAL COUNSEL--
ANTICIPATED LITIGATION Significant exposure to litigation: (1 case).**

**2.2. GOVT. CODE 54956.9(a) Claimant: Wilcox-Fish Agency Claimed Against: San Mateo Foster
City School District (Case # 2019-01784). (v)**

2.3. GOVT. CODE 54957 - Public Employee Discipline/Dismissal/Release.

2.4. Conference with Labor Negotiators (GOVT. CODE, Section 54957.6, subd. (a))

**Agency designated representative: Board President Unrepresented Employee: 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 was called to order at 6:33 pm.

3.1. Report out of Closed Session

By unanimous vote, the Board of Trustees took action to deny a Government claim file against the District.

By unanimous vote, the Board of Trustees approved the release of temporary certificated employees from
employment effective the close of 2019-2020 school year based on Education Code, Section 445954.

By unanimous vote, the Board approved the non re-election of Certificated employees from employment
effective the close of 2019-2020 school year based on Education Code, Section 44929.21

3.2. Flag Salute

The Flag Salute was led by 5th grade students of George Hall Elementary School, Kelly Dong and Malianna
Liongita.

3.3. Roll Call

All Board members were present:

Kenneth Chin
Noelia Corzo
Rebecca Hitchcock
Alison Proctor
Shara Watkins

3.4. Approval of Agenda: February 13, 2020 (v)

Motion Passed: Passed with a motion by Shara Watkins and a second by Kenneth Chin.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Rebecca Hitchcock
Yes Alison Proctor
Yes Shara Watkins

3.5. Approval of Minutes: (v)

3.5.1. February 4, 2020 - Special - School Visitations

Motion Passed: Passed with a motion by Shara Watkins and a second by Alison Proctor.

Yes Kenneth Chin
Yes Noelia Corzo
Abstain Rebecca Hitchcock
Yes Alison Proctor
Yes Shara Watkins

3.5.2. January 30, 2020 - Special - Board Governance Workshop

Motion Passed: Passed with a motion by Shara Watkins and a second by Alison Proctor.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Rebecca Hitchcock
Yes Alison Proctor
Yes Shara Watkins

3.5.3. January 30, 2020 - Regular Board Meeting

Motion Passed: Passed with a motion by Shara Watkins and a second by Alison Proctor.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Rebecca Hitchcock
Yes Alison Proctor
Yes Shara Watkins

4. STATEMENTS

4.1. Public Statements Related to Non-agenda Topics:

None.

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

4.3. Foundation/Committee Reports

Trustee Chin reported that he and Trustee Watkins met with Senator Hill to talk about the effects of AB48 on the ballot (the new Proposition 13 - March 2020 - School Safety Bond Measure) that will exempt developers from paying developer fees if they build within 1/2 mile of a transit corridor. They discussed the District's concerns, and possible options. If this proposition passes, the District would lose Developer fees totaling approximately \$10 million in the course of 10 years. Trustee Watkins added that in the conversation, she and Trustee Chin communicated to Senator Hill that the District is in support of new developments but the District is looking for ways to mitigate the impact of the potential loss of revenue.

Trustee Corzo shared that she attended the Foster City Liaison meeting where they talked about the progress on the Levee Project, alternative transportation projects such as hover crafts, and the New School in Foster City. She reported that she also attended the LMI Planning meeting and Equity Task Force Leadership meeting during the month of January.

Trustee Chin also reported that he, Trustee Corzo, and Dr. Rosas attended the San Mateo County Equity Network facilitated by Nicole Anderson and Stephanie Rivas where the main topics were closing the student achievement gap.

4.4. Announcements

Dr. Rosas reported that the Communications Committee met and reviewed three goals: Update of websites/districtwide marketing to showcase the schools, building communication capacity through training, and pursuing marketing opportunities

4.5. Superintendent Report

Dr. Rosas shared several events and updates. She started by thanking the Foster City and San Mateo Rotarians for their generous Dictionary Give Away project. Over 1,000 beautiful hardbound children's dictionaries were given to 3rd graders in our District and the students were really excited to receive them. She recognized Krystal Burndon and all of the Bowditch staff, family volunteers and students who produced the recent musical Seussical. She also shared that the students, parents, and staff from College Park participated in the San Francisco Chinese New Year parade and had a wonderful time.

Trustees Corzo, Chin and Dr. Rosas participated in a SMCSBA workshop on Equity in School Districts. Dr. Rosas stated that it was a very productive day and a half on how to better address the policies, practices and

our own biases as we meet the needs of our District's students. Nicole Anderson was the facilitator and she also is working with the District's Equity Task Force and helping guide them in taking actionable steps to improve our District practices.

The Trustees visited both Audubon and Foster City Schools between Board meetings and they appreciated the time that the administrative and teaching staff gave in sharing their school practices and how they are moving their students forward.

Dr. Rosas also explained that the LMI Leadership Team has been busy compiling information regarding the use of Measure V funds for an upcoming meeting and Board presentation. Wellness, Sciences and the Arts come up as top needs across the District and a more detailed report and request for funding will come to the Board soon.

The District is actively seeking members for the Parcel Tax Oversight Committee. Information about that committee is on the District website also and interested parties can connect with CBO Patrick Gaffney with questions.

The design for the upcoming LCAP will be slightly different from past years and Education Services has launched a new series of engagements. The first of these engagements was held at Bayside and Dr. Rosas thanked the many staff members who were involved in setting this up and facilitating the discussions and noted that the District welcomes public engagement in the process.

February 26	Abbott Middle School - 600 36th Avenue, San Mateo
March 3	Bowditch Middle School - 450 Tarpon Street, Foster City
March 10	North Central Community - College Park Elementary School - 715 Indian Ave, San Mateo; Meeting will be conducted in Spanish with English translation
March 24	Special Education District Advisory Committee (SEDAC), 7:00 pm, at the District Office

There are also staff engagements that have been posted internally.

The District is also in the process of seeking a name for the New School in Foster City. Look on the District website to see how to submit a name!

5. PROPOSED CONSENT AGENDA (v)

Motion Passed: Passed with a motion by Rebecca Hitchcock and a second by Shara Watkins.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Rebecca Hitchcock
Yes Alison Proctor
Yes Shara Watkins

5.1. BUSINESS/FINANCE

- 5.1.1. Prop 39 Abbott, Bayside, District Office LED Lighting Project-Notice of Completion - Fluoresco Services Inc.**
- 5.1.2. Bayside New Gym Sound System**
- 5.1.3. New Elementary School in Foster City Commissioning**
- 5.1.4. Investment Report - Quarter Ending December 31, 2019**
- 5.1.5. Contracts & Consultants \$45,000 and Under**
- 5.1.6. Listing of Payments to Meet District Expenditures**

5.2. HUMAN RESOURCES

- 5.2.1. Assignments Noted for Individuals Listed**
- 5.2.2. Resignations, Releases, and/or Retirees**

6. EDUCATION/STUDENT SERVICES

6.1. Special Education Audit Report

Dr. Sarah Drinkwater, Assistant Superintendent of Student Services, introduced Dr. Sandee Kludt and Mr. Jack Lucas, Independent Auditors, who reviewed information from the Special Education Audit report and the interview process and shared their recommendations for the District.

Alma Ellis, Director of Special Education thanked Dr. Kludt and Mr. Lucas for helping guide the audit and for their recommendations. She noted that as next steps, the results of the audit will be shared with the Special Education Leadership Team, the SEDAC, and other stakeholders and that the plan includes prioritizing recommendations with stakeholders, setting a timeline, identifying resources, and assigning responsibilities. The District will also create a communication plan and provide an update to the Board in March.

Board Comments:

Trustee Hitchcock thanked Dr. Kludt, Mr. Lucas, and Ms. Ellis for the information presented on the audit report and action plan. She noted her disappointment hearing about the results of the audit.

Trustee Proctor thanked them for all the work. She felt that learning the results of the audit was eye-opening to her. She added that it was disheartening to learn about inefficiencies of expenditure as the students in Special Education are still performing below level. However, she looks forward to seeing better results with the new plan.

Trustee Watkins asked for clarification on the NPS/NPA contracts and wanted to know why the expenditure amount is higher when compared to other districts. Mr. Lucas responded that the number of students and the type of population in the area may contribute to a higher cost. She was also interested in knowing trends.

Public Comments:

Steven Davis was glad to hear that there is inclusion in the plan. He felt that equity and segregation are still an issue in the disability program and felt that the Special Education program in the District lacks leadership. He further noted that hearing the results of the audit was no news to him as parents, teachers, and staff had already voiced the issues with the District. He had questions about the timeline of the new plan.

Jennifer Mayman, parent at George Hall Elementary School and President of SEDAC, shared that the SEDAC held its third meeting in January and it was well attended. The main topic was communications and they discussed areas of efficiency and ideas on how to improve communications with parents and the District. They learned that communications with teachers and parents appears to be strong but there is need for improvement between parents and the District. She also reported that at the January meeting two sub committees were formed: mission and vision and writing of the bylaws. The next meeting will be March 24.

Board Discussion:

Trustee Corzo noted that there is a lot of work to be done but there is good energy around this effort and she appreciated the input of parents and teachers in voicing their concerns. She thought that the District has to be action oriented and is glad that there will be a plan. She understands the difficulties in finding staff and she noted that the Board is committed to improving the program. Trustee Corzo added that focusing on students with special needs is important as it is an equity issue and Special Education affects all socioeconomic classes.

Trustee Watkins agreed with Trustee Corzo and noted that this is not a good place for the District to be in but looks forward to seeing the final report. She is also looking forward to seeing the District's response to the PIR and have it incorporated into the plan. She is concerned with the possibility of over placing Special Education Students in NPA/NPS programs and wants to make sure that intervention is part of the plan.

Trustee Chin appreciated the thorough presentation and thought that the recommendations were insightful. He noted that teachers in Special Education are in high demand. He understands that it will take time and commitment to make the changes but looks forward to hearing the recommendations in March.

Trustee Proctor thought that the audit report and recommendations were a good starting point and understood that while things take time to plan, she wants to make sure that the District acts soon.

7. SUPERINTENDENT SERVICES/BOARD

7.1. Approval of the Updated Governance Handbook (v)

Dr. Rosas presented the updated Governance Handbook with minor revisions implemented and asked the Board for approval. She noted that the District is in the process of exploring a single email address for all Board Members to use.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE

UPDATED GOVERNANCE HANDBOOK. Passed with a motion by Shara Watkins and a second by Kenneth Chin.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Rebecca Hitchcock
Yes Alison Proctor
Yes Shara Watkins

7.2. CSBA Delegate Assembly Election (v)

Dr. Rosas explained that annually, a ballot is sent out for the California School Boards Association (CSBA) Delegate Assembly members. There are three vacancies this year with three delegates running: Amy Koo, Clayton Koo, and Eddie Flores.

The Board moved that Dr. Rosas send in the ballot with a vote for each of the three delegates.

Motion Passed: IT IS RECOMMENDED THAT THE SAN MATEO-FOSTER CITY SCHOOL DISTRICT BOARD OF TRUSTEES VOTE FOR ALL THREE DELEGATES FOR CALIFORNIA SCHOOL BOARDS ASSOCIATION SUB REGION 5-B. Passed with a motion by Noelia Corzo and a second by Rebecca Hitchcock.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Rebecca Hitchcock
Yes Alison Proctor
Yes Shara Watkins

7.3. Educator Housing Update

Dr. Rosas gave an update on the current Educator Housing projects in the San Mateo County. She noted that housing is still a need and pointed out information from a survey done in 2016 where 220 district staff members expressed interest in renting homes at a below market rate, while 308 staff members were considering relocating to other cities due to the high cost of living in the area. She listed the various housing committees formed in the County including the Home Room Committee, HEART, HIP, among others that are helping in finding housing options for educators in the area. Dante Hall, Assistant City Manager for the City of Foster City gave an update on the housing initiative in Foster City called Home is Foster City (HIFC) and invited everyone to get involved.

Board Comments:

Trustee Chin noted that educator housing continues to be a big issue in the area. He talked about options such as land sharing with the City or other districts, using District underutilized land to build units, and the potential tax implications that are currently in place for educator housing renters if shared between districts and cities at below market rate. He suggested coming to consensus if there is interest in looking into educator housing and working with the City to find out if there is interest in partnering with the District. He noted that there is no specific formula for this type of development and that other districts have used their own methods to build housing to attract and retain educators. He shared that Jefferson Union High School District, for example, just built brand new units and are already attracting teachers and staff as a result of having housing available. Home for All is interested in doing a County wide survey for certificated and classified staff which will be shared. He recommended using it as a tool.

Trustee Watkins asked to research a couple of options and present them to the Board for discussion and potentially making a decision on how to proceed. She thought that looking into purchasing units from developers understanding the implications would be valuable information as one of the options. She also thought that the information should be shared with LTM, LMI, and the sites and have staff weigh in on options and make sure that solutions are in accordance with the staff needs.

Trustee Corzo wanted to make sure that if the District moves forward with exploring educator housing to make it available for both, teachers and classified who are facing housing instability. She recommended to do a District staff survey and to explore land options such as Knolls. She also thought that a land swap is a good idea but to move forward in a timely manner as City development projects are moving fast.

Trustee Proctor would like to hear options and felt that educator housing is a need that the District needs to address.

The Board members thanked Mr. Hall for his presentation and thought the information was of great value.

Trustee Hitchcock noted that she looks forward to hearing about the options and collaborating with other school districts and cities. Trustee Corzo and Chin are interested in attending the Home is Foster City meetings.

Public Comments:

Randi Paynter was pleased to hear that the housing issue was addressed but thought that is not something that the Board needs to rush into. She thought that gathering data is important as well as reviewing how this fits in the District's Strategic Plan. She cautioned the District taking Knolls away as this means taking potential classrooms away. She suggested creating a taskforce. She found the data presented by Mr. Hall as meaningful and thought that a community partnership might be the answer to educator housing.

8. BUSINESS/FINANCE

8.1. Facilities Master Plan - Professional Architectural Services to Update the District's Facilities

Master Plan (v)

Patrick Gaffney, Chief Business Official, gave an update on the District's Facilities Master Plan and noted that the last updated plan was in 2013. He shared that the District has completed facilities work within the last few years that has been financed through different funds such as Measures L, X, Prop 39, Developer fees, and routine restrictive maintenance. He stated that a new updated Facilities Master Plan (FMP) is needed. He also stated that Aedis Architects produced the 2010 FMP report and in 2013 this was updated by IBI. After requesting proposals for a new 2020 FMP update from both firms, the District selected Aedis Architects. Mr. Gaffney explained that the cost to obtain an updated FMP report is \$183,425.00 that can be funded from Developer Fees. He recommended the Board to approve the proposal from Aedis to update the District FMP.

Board Comments:

The Board had comments and questions around details of the plan, timeline, cost for updating the plan, and whether or not the District will go for a bond in November 2020.

Trustee Chin wanted to make sure to that solar system and educator housing are included in the plan. Trustee Watkins felt that the cost to update the plan is high for a document that might be underutilized. Trustee Corzo thought that having a road show to present the proposed FMP would be helpful.

Mr. Gaffney noted that the draft would be shared in May and reminded the Board that the cost for updating the FMP in 2013 included all 20 sites, which is basically less than \$10,000 per site and that having a FMP is a useful tool to guide conversations around prioritization of projects and funding needs.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE PROPOSAL FROM AEDIS ARCHITECT TO UPDATE THE DISTRICT'S 2013 FACILITIES MASTER PLAN. Passed with a motion by Noelia Corzo and a second by Kenneth Chin.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Yes Alison Proctor

Yes Shara Watkins

9. HUMAN RESOURCES

9.1. Certificated Seniority List (v)

Sue Wieser, Assistant Superintendent of Human Resources, presented the Certificated Seniority list for the 2019-2020 school year. She noted that the list is updated annually and asked the Board for approval as presented.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE UPDATED CERTIFICATED SENIORITY LIST FOR THE 2019-2020 SCHOOL YEAR, AND RECOGNIZES THAT FURTHER CORRECTIONS MAY BE MADE IF NECESSARY. Passed with a motion by Shara Watkins and a second by Noelia Corzo.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Yes Alison Proctor
Yes Shara Watkins

9.2. San Mateo-Foster City School District - SPORTS Program

Dr. Rosas gave a brief history of the middle school sports program in the District, its current status, funding sources, and provided options for future consideration. She reviewed the cost of running the sports program and explained that it has been self-sustaining, initially through the S.P.O.R.T. organization and PTA donations, then overseen by the San Mateo-Foster City Education Foundation (Ed Foundation) but now faces a running deficit. She listed the some of the choices for consideration to help continue of the program:

- Reduce the after school athletic program based on amount of fund raising to ensure a self-sustaining program
- Continue the program at current level with District contribution for only the deficit
- Create a shared model with the District and Education Foundation to sustain and improve the program.

Ms. Wieser introduced Cheryl Remedios, District Athletic Director, Ellie Launer, Site Athletic Director at Bowditch Middle School, Dennis Clement, Athletic Director at Abbott Middle School and Jenna Carson, parent. She explained that the cost to run this program is about \$195,000 for the year 2019-2020 and that this pays for staffing an athletic director and site directors, gym supervisors, referees, fees, and other expenses. She added that this doesn't include uniforms, material, or equipment. She noted that the cost will probably increase every year because of payroll expenses and other associated costs. The sports program was short by \$22,000 in 2018-2019 and the District and the Ed Foundation contributed with donations to cover the deficit.

Public Comments:

Cheryl Remedios, District Athletic Director, emphasized how much she appreciated donations from the Ed Foundation for the 6th grade basketball season and contributions from the District. However, she is concerned with losing coaches because of low pay. The sports program has been paying coaches \$700 for the last 10 years but the High Schools are offering a more substantial stipend. She stated that there is a high demand for coaches. The program doesn't deny sports to any District student.

Ellie Launer, Athletic Director, read statements that students had written as to why the after school sports program is important to them.

Jenna Carson, spoke about the benefits of providing after school sports to middle schools. She felt playing after school sports helps students find identity as well as being engaged and wanting to attend school. She also felt that is the District's job to provide them with the opportunity to continue playing.

Board Comments:

Trustee Chin thanked the coaches and sports support staff for their hard work. He stated that sports is highly important for all students and suggested that the Ed Foundation seek sponsors, especially corporations in the area, for donations.

Trustee Proctor reminded everyone that students love sports and PE. She thought that the fees currently charged per student to participate in sports program don't seem high enough and that perhaps the District needs to review the fees and implement a fee scale.

Dr. Rosas clarified that the \$150 that parents pay per students is considered a donation.

Trustee Hitchcock thanked the coaches for dedication and commitment. She agreed that just as arts and music, sports helps shape student development and noted that she supports the after school sports program in the District.

Trustee Corzo shared that she appreciates sports and her nine-year old son also loves sports. She believes that sports is a good investment for the students in the District and stated that she is disappointed to hear that coaches in the District are paid less compared to other districts. She liked the idea of a shared funding model. However, she would like to hear what other districts are doing and find ways to support and improve the program.

Trustee Watkins was curious about the actual needs, the amount that PTA is contributing towards sports and requested a side-by-side breakdown to do a study for equity purposes. She is interested in knowing if there are

organizations with a long-term commitment to sponsor the sports program. She is open to helping explore more options.

Dr. Rosas asked the Board for direction. Her understanding was that the directive from the Board was to create a comprehensive plan of the cost for a subsequent Board meeting and to continue to pursue donations from other organizations.

Trustee Corzo thanked the sports support team for being student-focused and making sure that all students have to opportunity to participate in sports as she believes that sports unites people and addresses equity.

10. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Trustee Chin thanked the Friends of Mandarin and College Park for extending their invitation for him to attend the San Francisco Chinese Parade which he enjoyed very much. He also shared that Tish Busselle, Advisor to the Superintendent, received the President's award from the San Mateo Chamber of Commerce for her long-term commitment and involvement in the Leadership program for the last 27 years. He also had a question regarding murals at schools and how they are funded.

Trustee Watkins requested the Board revisit the Strategic Planning process.

Trustee Hitchcock requested adding Resolutions in a timely manner recognizing Certificated and Classified staff.

Trustee Corzo requested that Equity Task Force updates be regularly agendized on the Board Agenda.

11. FUTURE MEETING DATES

Dr. Rosas reminded everyone of the upcoming meetings:

February 18, 2020	7:00 pm Equity Task Force
February 20, 2020	8:00 am School Visitations
February 24, 2020	7:00 pm SMFCSD Education Foundation
February 27, 2020	4:30 pm Special Board Meeting
February 27, 2020	6:30 pm Regular Board Meeting

12. ADJOURNMENT

12.1. Adjournment (v)

The Regular Board meeting adjourned at 9:42 pm.

Motion Passed: Passed with a motion by Shara Watkins and a second by Rebecca Hitchcock.

Yes	Kenneth Chin
Yes	Noelia Corzo
Yes	Rebecca Hitchcock
Yes	Alison Proctor
Yes	Shara Watkins

Board Secretary

Date