

**San Mateo-Foster City School District**  
**Minutes-Draft**  
**CLOSED/REGULAR MEETING~BOARD OF TRUSTEES**  
June 04, 2020, 6:30 PM

Closed Session Begins at 5:30 pm

Teleconference: <https://us02web.zoom.us/j/81058687674>. Zoom ID 81058687674

Regular Meeting Begins at 6:30 pm

Teleconference: <https://us02web.zoom.us/j/89530698053>. Zoom ID 89530698053

To listen to the meetings: One tap mobile +16699009128,929606449# US (San Jose)

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

**2. RECESS TO CLOSED SESSION**

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

**2.2. 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.**

**3. RECONVENE TO REGULAR MEETING**

The Regular Board meeting convened at 6:33 pm.

The President of the Board asked to take a moment of silence for George Floyd, Breonna Taylor, and the many others lives lost before them.

**3.1. Report out of Closed Session**

None reported.

**3.2. Roll Call**

All Board members were present:

Kenneth Chin  
Noelia Corzo  
Rebecca Hitchcock  
Alison Proctor  
Shara Watkins

**3.3. Approval of Agenda: June 4, 2020 (v)**

**Motion Passed:** Passed with a motion by Alison Proctor and a second by Rebecca Hitchcock.

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

**3.4. Approval of Minutes: May 21, 2020 (v)**

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

Yes Kenneth Chin  
Yes Noelia Corzo  
Yes Rebecca Hitchcock

Yes Alison Proctor  
Yes Shara Watkins

#### 4. RECOGNITION

##### 4.1. San Mateo-Foster City Education Foundation Campaign to Close the Digital Divide - Major Contributor Gilead CARES Grantee Fund.

Colleen Sullivan, President of the San Mateo-Foster City Education Foundation, shared updates on the Digital Divide Campaign that started on April 14. She reported that so far they have raised \$236,932, which included a \$100,000 donation from Gilead through the CARES Grantee Fund. Gilead's total support to the Ed Foundation for this year was \$327,000. The funds are for Science Education and Distance Learning. She thanked the 434 donors who are community members and families for their generous contributions. She also thanked Joanne Bohigian, Foster City Chamber of Commerce, for being instrumental in sharing the information about the Gilead CARES Grantee Fund grant opportunity.

The Trustees expressed their gratitude.

#### 5. STATEMENTS

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

None.

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

##### 5.3. Foundation/Committee Reports

Trustee Chin reported that the Sanctuary Task Force met this week and that details of the meeting will be shared at this evening's presentation. He also reported that last Monday, the City of Foster City held a Public Hearing on affordable housing where he spoke during the Public Comments to request possible collaboration between the District and the City of Foster City.

Trustee Hitchcock reported that the PTA Council will have its last meeting of the year on June 15 at 7:00 pm and that SEDAC changed its meeting to Tuesday, June 9 at 7:00 pm where they will discuss the four areas of parent engagement: Inclusionary Practices, Outreach and Communications, Parent Education, and SEDAC development. She encouraged representation across the District.

Trustee Watkins expressed her gratitude for Gilead's donation. She also thanked the City of Foster City and the Foster City Lions Club for their generous donations.

Trustee Corzo reported that the Equity Task Force met on May 26 where they received an update on Distance Learning among other topics. Afterwards, the group was divided into teams to discuss staffing, mental health, and instruction.

##### 5.4. Announcements

Trustee Chin reported that Trustee Proctor and he met to discuss a possible bond campaign in November and a polling survey. An update on the polling results will be provided at the July 16 Board meeting. He also announced that there is a Safe Route grant opportunities that the District can apply for.

The Trustees then each shared their emotional reactions, reflections, and thoughts surrounding the events that had happened following the death of George Floyd. Trustee Watkins read a speech that she wrote addressing racial bias in the education system throughout history.

##### 5.5. Superintendent Report

Dr. Rosas also reflected on the death of George Floyd and reported that a letter went out on June 1<sup>st</sup> to the families and staff about resources for discussing race with students.

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

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

Yes Kenneth Chin  
Yes Noelia Corzo  
Yes Rebecca Hitchcock

Yes Alison Proctor  
Yes Shara Watkins

## 6.1. BUSINESS/FINANCE

6.1.1. Foster City New School- Foster City Interim Housing-Palace Business Solutions

6.1.2. Contracts & Consultants \$45,000 and Under

6.1.3. Listing of Payments to Meet District Expenditures

## 6.2. HUMAN RESOURCES

6.2.1. Assignments Noted for Individuals Listed

6.2.2. Resignations, Releases, and/or Retirees

6.2.3. Crossing Guard Agreement - City of Foster City

6.2.4. Crossing Guard Agreement-City of San Mateo

## 7. SUPERINTENDENT SERVICES/BOARD

### 7.1. Name for the New School in Foster City (v)

Tish Busselle, Consultant, presented two names chosen by the Committee for the New School in Foster City for Board consideration: Beach Park Elementary School and Shell Elementary School. She stated that both names conform to the District policy. Ms. Busselle, on behalf of the District, thanked all those who submitted names for consideration as well as the Committee members who worked together virtually to determine the names to recommend to the Board.

#### Clarifying Questions and Comments:

Trustee Proctor asked what street the school is on and Ms. Busselle confirmed that the New School is on Shell Boulevard.

#### Board Comments:

The Trustees liked both names; however, after taking in consideration the public's comments and the geographical location of the school, four Trustees felt that Beach Park was most suitable for the school. One Trustee preferred the name Shell.

#### Public Comments:

Amy Snow, Principal of the New School (Beach Park) Elementary, thanked the Naming Committee, Ms. Busselle, and the Foster City community for their support and looks forward to creating a great community for the students and families.

#### Additional Board Comments:

Trustee Corzo was excited to finally have a name for the New School and thanked everyone involved in the process.

### **Motion Passed: A motion was made to name the New School in Foster City, Beach Park Elementary School.**

Passed with a motion by Noelia Corzo and a second by Alison Proctor.

Yes Kenneth Chin  
Yes Noelia Corzo  
No Rebecca Hitchcock  
Yes Alison Proctor  
Yes Shara Watkins

### 7.2. San Mateo-Foster City School District Response to COVID-19 Shelter-in-Place, Distance Learning Phase II, Summer School and Fall Reopening

Dr. Rosas reviewed the Summer programming and Fall Reopening process. She reminded everyone that summer will be a limited program with very strict guidelines due to COVID-19. The families that will participate in the summer program will be notified. She shared the Fall Reopening Framework drafted by the San Mateo County Office of Education and explained that the Framework follows the guidance from the Health Orders. There are four pillars of the framework:

- **Pillar 1** – Health and Hygiene – post signage at each site, stay home if ill, establish hand washing protocol, take the temperature, use a systematic cleaning, maximize airflow.

- **Pillar 2** - Face Coverings – wear a mask because it is proven to be effective for controlling the spread of the virus.
- **Pillar 3** – Maintain 6 feet of distance as practicable
- **Pillar 4** - Limited Gatherings – no meeting on campus, no visitors, no extracurricular events, no gatherings will be allowed during the first step of reopening.

She also described the three different phases for reopening. The Framework will have a great impact on how the schools will operate. As a result, the District has created internal teams to address the work involved in the Fall Reopening. The District is considering a hybrid program, at home and in-class instruction. Dr. Rosas asked David Chambliss, Assistant Superintendent of Educational Services, to share the timeline.

Mr. Chambliss described the timeline for the Fall Reopening. He shared a list of resources available to families and staff, which is also posted on the District website and information supporting social justice. He announced that the student meal program will continue throughout the summer at the same five locations.

#### Board Clarifying Questions:

The Board wanted to know if Chromebooks and hot spots are still being distributed and if the District is considering adding more space to accommodate additional students who need in-person classes. The District responded that the distribution of technology devices has leveled down. The District is allowed to have half of the student count at the schools and that they are discussing how to add instructional time for students who need more time.

#### Public Comments:

Kelly asked if the District had a plan for teachers with health issues who won't be able to return in the fall.

Sandi Arata, a parent in the District, stated that she favors the AM/PM schedule so students can see their teachers in person.

Randi Paynter spoke to the issue of equity and prioritization of students that are experiencing a larger opportunity gap due to Distance Learning. She suggested that the District offer an opt-in/opt-out time to allow families that need instructional time opt-in. She thought that there may be families that need less instructional time than others.

Amanda Morgan was concerned about families whose incomes have been affected by the pandemic and wanted to make sure that they have access to services. She asked if the District has metrics for measuring meal distribution and success of the program. She thought that families also should have access to school supplies and that creative solutions are needed to ensure equity.

Lawrence Mansfiel asked about the criteria for Phase I, II, and III and the plan for resuming sports activities.

Lindsey Okomoto advocated for anti-bias training in the District.

#### Board Comments:

The Board wanted to know if the District has a plan in place for teachers whose health is compromised and can't come back to the District. Dr. Rosas said that this will be part of the discussion for the planning teams and Human Resources has a process for review. The Board thought that it would be a good idea to develop a list of positive experiences (what has and has not worked) during Distance Learning. They also thought that it is important to find solutions and provide support to parents that have to go back to work and need their children to be in school.

Trustee Corzo thanked Dr. Rosas and Mr. Chambliss for the update. She shared that history and culture is a priority for her and that a Resolution will be presented at the June 18 Board meeting about supporting Ethnic Studies in the District. She encouraged everyone to look into the subject and to be involved.

Trustee Watkins agreed with Trustee Corzo and asked her fellow Trustees and District staff, who may not be impacted by the current situation surrounding the Death of George Floyd, to take a moment to reflect and engage in the conversation, and be supportive.

## 8. EDUCATION/STUDENT SERVICES

### 8.1. District English Learner Advisory Council (DELAC), District Advisory Council(DAC) & Sanctuary Task Force Update

Mr. Chambliss and Dale Rogers, Coordinator for English Learner Support Services, presented an update on the

District English Learner Advisory Council (DELAC), the District Advisory Council (DAC), and the Sanctuary Task Force. They noted that the DAC/DELAC met on May 26 and reviewed key actions in response to COVID19 summarized in the Operations Report, and highlighted important updates on many of the Sanctuary Task Force activities.

**Board Clarifying Questions:**

The Board expressed appreciation for the work done and asked questions about the eviction moratorium letter. Ms. Rogers explained that there is a coalition working to ensure that people are given time to avoid balloon payment and evictions. The District is participating in a letter writing campaign requesting to the extend moratorium on evictions for unpaid rent.

**Public Comments:**

Alice, a teacher, is interested in learning Spanish to communicate more effectively with Spanish speaking families. She requested that the District have an incentive program for teachers who are interested in learning Spanish.

**Board Comments:**

All the Board members were in support of writing the letter to extend the moratorium on evictions and submit it to the San Mateo County Board of Supervisors. They thanked Ms. Rogers for the presentation and for supporting and caring for the students.

**8.2. COVID-19 Written Operations Report**

Mr. Chambliss presented information on the COVID-19 Operations Written Report. He noted that Executive Order N-56-20 requires that all LEAs complete a written report to explain the changes to program offerings that the LEA has made in response to school closures to address the COVID-19 emergency, the major impacts of such closures on students and families, and a description of how the LEA is meeting the needs of its unduplicated students. This report will be presented to the Board for action at the June 18 regular Board meeting at the same time that the 2020-2021 Budget will be presented for approval. He reviewed that the timeline for the LCAP was extended until December 2020.

**Board Clarifying Questions and Comments:**

Trustee Corzo asked if the District has been able to provide additional meals to students and if it is considering adding more distribution sites.

**8.3. Non-Public School Placements**

Due to technical difficulties, this Board item was moved to the June 18<sup>th</sup> Board meeting.

Motion to postpone item **8.3. Non-Public School Placements** to the June 18<sup>th</sup> Board meeting: Passed with a motion by Kenneth Chin and a second by Shara Watkins.

**9. BUSINESS/FINANCE**

**9.1. Public Hearing 2020-2021 Fund Balance in Excess of the Minimum Reserve Level**

A public Hearing was open for the public to comment on the 2020-2021 Fund Balance in Excess of the Minimum Reserve Level.

Trustee Corzo opened the Public Hearing at 9:20 pm. No public comments were made. She closed the Public Hearing at 9:20 pm.

**9.2. 2020-2021 Fund Balance in Excess of the Minimum Reserve Level**

Patrick Gaffney, Chief Business Official, presented the 2020-2021 Fund Balance in Excess of the Minimum Reserve Level. He noted that expenditures have increased largely because of the efforts put in place in the areas of Special Education and COVID-19. He also noted that the current reserve balance is 6%.

**Board Clarifying Questions and Comments.**

The Trustees asked clarifying questions about the 6% reserve level and thought that in the future when the economy improves, they could consider returning to the 10% reserve level.

**9.3. Public Hearing - 2020-2021 Budget Adoption**

A Public Hearing was opened for the public to comment on the proposed 2020-2021 Budget Adoption

Trustee Corzo opened the Public Hearing at 9:25 pm. No public comments were made. She closed the Public Hearing at 9:25 pm.

#### **9.4. 2020-2021 Budget Adoption - Draft**

Mr. Gaffney reviewed the 2020-2021 Budget Adoption – Draft. He noted that the budget must be adopted prior to June 30 and that it will be brought to the Board for approval at the June 18, 2020 Board meeting. This year, in response to Covid-19, the District is required to submit a report that explains the changes to program offerings that have been made in response to school closures to address the COVID-19 emergency. The Board must adopt the report at the same meeting that the annual budget is adopted. Mr. Gaffney stated that this action is consistent with the Budget Calendar previously adopted by the Board.

Board Clarifying Questions and Comments:

Trustee Proctor had questions about the Budget timeline and about the CARES Act. She is looking forward to the Budget Study Session scheduled for June 9.

### **10. HUMAN RESOURCES**

#### **10.1. Variable Term Waiver (v)**

Ms. Wieser, Assistant Superintendent of Human Resources, presented to the Board a request for a variable term waiver for Maurice Stewart. She asked that the Board approve the Variable Term Waiver as presented.

**Motion Passed:** IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE AUTHORIZATION USING DEFINED EDUCATION CODE FOR MAURICE STEWART. Passed with a motion by Kenneth Chin and a second by Shara Watkins.

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

#### **10.2. AB 1200 Public Disclosure of Collective Bargaining Unit Agreement (CSEA)**

Ms. Wieser presented information about the AB1200 Public Disclosure of Collective Bargaining Unit Agreement (CSEA) and requested that the Board receive the AB1200 for disclosure as proposed.

#### **10.3. CSEA-SMFCSD Tentative Agreement and Salary Schedules (v)**

Ms. Wieser presented to the Board the CSEA-SMFCSD Tentative Agreement and Salary Schedules and respectfully requested that the Board approve as presented.

Public Comments:

Marcella – advocated for bilingual teachers who speak more than one language and provide extra support to students. She asked that bilingual teachers be given extra recognition as she thought that the \$1500 in stipend that teachers in the immersion program receive is not enough for the work they do.

**Motion Passed:** IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE TENTATIVE AGREEMENT AND ASSOCIATED SALARY SCHEDULES BETWEEN THE SAN MATEO-FOSTER CITY SCHOOL DISTRICT (SMFCSD) AND CHAPTER 411 OF THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) AS NEGOTIATED. Passed with a motion by Kenneth Chin and a second by Rebecca Hitchcock.

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

#### **10.4. AB 1200 Public Disclosure of Agreement with Confidential Employees**

Ms. Wieser presented information about the AB1200 Public Disclosure of Agreement with Confidential Employees, and noted that the attached forms are for information.

#### **10.5. Confidential Employees Salary Increase (v)**

Ms. Wieser presented to the Board the Confidential Employees Salary Increase and respectfully requested that the Board approve the salary schedules as presented.

**Motion Passed:** IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE SALARY INCREASES AND THE CONFIDENTIAL EMPLOYEE SALARY SCHEDULES FOR 2020-2021. Passed with a motion by Kenneth Chin and a second by Alison Proctor.

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

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

Trustee Chin would like for the District to sign a letter to support the extension for eviction. He asked for an update from the Equity Task Force.

Trustee Hitchcock expressed her disappointment and pain due to the events happening after the death of George Floyd. She would like to see actions be implemented to teach students acceptance as we need to celebrate differences.

Trustee Proctor thanked Trustees Watkins and Corzo for sharing their thoughts and experience at the protest on June 3. She expressed her gratitude and noted that it is an honor to serve with them.

Trustee Corzo requested a training on implicit bias for the Board and the District leadership and shared that at the next June 18 Board meeting, the agenda will include a resolution supporting Ethnic Studies. She thanked everyone for their support during these difficult times and for joining the meetings.

#### **12. FUTURE MEETING DATES**

June 6, 2020	1:00-3:00 pm	Study Session - Budget
June 9, 2020	7:00 pm	Equity Task Force
June 11, 2020	3:00 pm	Sanctuary Task Force
June 15, 2020	7:00 pm	PTA Council
June 18, 2020	3:00 pm	Sanctuary Task Force
June 18, 2020	5:30/6:30 pm	Closed Session/Regular Board
June 22, 2020	7:00 pm	SMFCSD Education Foundation
June 25, 2020	3:00 pm	Sanctuary Task Force
June 27, 2020	1:00-5:00 pm	Study Session - Governance and Equity
July 20, 2020	7:00 pm	SMFCSD Education Foundation
August 17, 2020	7:00 pm	SMFCSD Education Foundation

#### **13. ADJOURNMENT**

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

The Regular Board meeting adjourned at 9:57 pm

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

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

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date