

**San Mateo-Foster City School District**  
**Minutes - Draft**  
**SPECIAL MEETING~BOARD OF TRUSTEES**  
January 30, 2021, 3:00 PM

Zoom Webinar: <https://zoom.us/j/97989130578> -- Webinar ID: 979 8913 0578

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**1. CALL TO ORDER: 3:00 PM**

The Special Board meeting was called to order at 3:00 pm.

**2. FLAG SALUTE**

The Flag Salute was led by Trustee Kenneth Chin.

**3. ROLL CALL**

All Board Members were present:

Kennth Chin  
Noelia Corzo  
Alison Proctor  
Lisa Warren  
Shara Watkins

**4. APPROVAL OF AGENDA: January 30, 2021 (v)**

**Motion Passed:** Passed with a motion by Noelia Corzo and a second by Lisa Warren.

Yes Kenneth Chin  
Yes Noelia Corzo  
Yes Alison Proctor  
Yes Lisa Warren  
Yes Shara Watkins

**5. STATEMENTS**

**5.1. Public Statements related to agenda item(s). Please limit statements to three minutes.**

None.

**6. SUPERINTENDENT SERVICES/BOARD**

**6.1. Superintendent Search (v)**

The Board met to review the process and procedure for recruiting a Superintendent. They discussed the formation of an AdHoc committee and to whether they would like to hire a search firm. They also reviewed next steps.

Trustee Chin noted that the Board has asked Dr. Rosas to assist with the logistics and the process of setting up meetings. Dr. Rosas added that she is happy to assist; however, she would not be part of the decision-making process.

The Board voted on the formation of an AdHoc Committee and appointed Trustees Proctor and Chin as representatives.

**Motion Passed:** Passed with a motion by Noelia Corzo and a second by Shara Watkins.

Yes Kenneth Chin  
Yes Noelia Corzo  
Yes Alison Proctor  
Yes Lisa Warren  
Yes Shara Watkins

The Board also voted to start an RFP to hire a search firm to assist in the Superintendent recruitment process.

**Motion Passed:** passed with a motion by Noelia Corzo and a second by Shara Watkins.

Yes Kenneth Chin  
Yes Noelia Corzo  
Yes Alison Proctor  
Yes Lisa Warren  
Yes Shara Watkins

Trustee Chin noted that a Special Board meeting would be scheduled in the next few days to start the process of hiring a firm.

## 7. ADJOURNMENT

### 7.1. Adjournment (v)

The Special Board meeting adjourned at 3:29 pm.

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

Yes Kenneth Chin  
Yes Noelia Corzo  
Yes Alison Proctor  
Yes Lisa Warren  
Yes Shara Watkins

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Board Secretary

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Date