

San Mateo-Foster City School District
Minutes-Draft
CLOSED SESSION/REGULAR MEETING~BOARD OF TRUSTEES

May 20, 2021, 6:30 PM
1170 Chess Drive
Foster City, CA 94404

Join Teleconference via Zoom

5:00 pm -- Announcement of Closed Session - <https://smfcsd-net.zoom.us/j/83719729412> -- Zoom ID: 837 1972 9412

6:30 pm -- Regular Board Meeting - <https://smfcsd-net.zoom.us/j/83235443117> -- Zoom ID: 832 3544 3117
Maximum capacity at this time for in-person attendance by members of the public is 15. Prior to each meeting there is a lottery sign up for the 15 seats. All others may join by zoom.

1. CALL TO ORDER: 5:00 PM

2. RECESS TO CLOSED SESSION

2.1. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code 54957.6, subd. (a)) Agency representative: Board President Kenneth Chin. Unrepresented employee: Superintendent

2.2. PUBLIC EMPLOYMENT (Gov. Code 54957, subd.(b)(1)) Title: Superintendent

2.3. Conference with Legal Counsel Anticipated Litigation. Gov. Code Section 54956.9(d)(2) Two potential cases

2.4. Conference with Legal Counsel, Existing and Potential Litigation (Government Code 54956.9): Student v. San Mateo-Foster City School District, OAH Case # 2020110101 and Special Education students, and claims leading to potential due process filing

2.5. GOVT. CODE 54957 - PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

2.6. GOVT. CODE 54957.6 CONFERENCE WITH LABOR NEGOTIATOR(S) Agency Designated Representative: Dr. Joan Rosas. Employee Organization: SMETA, CSEA and/or SMEAA. 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 started at 6:33 pm.

3.1. Report out of Closed Session

None

3.2. Flag Salute

The Flag Salute was led by Trustee Kenneth Chin.

3.3. Roll Call

All Board Members were present:

Kenneth Chin
Noelia Corzo
Alison Proctor
Lisa Warren
Shara Watkins

3.4. Approval of Agenda: May 20, 2021 (v)

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

3.5. Approval of Minutes: (v)

The Minutes were approved in one motion.

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

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

3.5.1. May 6, 2021 - Regular Board Meeting

3.5.2. May 7, 2021 - Special Board Meeting/Closed Session

[YouTube Recording: 0:04:54](#)

4. RECOGNITION

4.1. Resolution No. 30/20-21 - Classified School Employee Appreciation Week (v)

Sue Wieser, Assistant Superintendent of Human Resources, presented Resolution No. 30/20-21 honoring Classified School Employees Week. Each Trustee took turns reading the Resolution, acknowledging the important work that Classified staff provide in the District.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES ADOPT RESOLUTION NO. 30/20-21 HONORING THE DISTRICT'S CLASSIFIED STAFF AND DECLARE MAY 17-21, 2021 AS CLASSIFIED SCHOOL EMPLOYEE APPRECIATION WEEK.

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

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

[YouTube Recording: 0:12:26](#)

4.2. San Mateo County School Board - Kent Award - Sanctuary Task Force

Dr. Rosas shared a video that highlighted the presentation of the Sanctuary Task Force at the Kent Awards.

The Trustees congratulated the Sanctuary Task Force team for their exceptional job at supporting the families in the District. They thanked Dale Rogers-Eilers, Coordinator of Support for English Learners, and Trustee Corzo for their leadership as well as the rest of the team for their dedication in helping families in the District.

[YouTube Recording: 0:17:00](#)

5. STATEMENTS

5.1. Public Statements Related to Non-agenda Topics:

Rena Korb would like to see in the next Abbott Middle School Principal the same qualities as Mr. Jeremy Packman's, one that would bring stability and good spirit to the school.

Amy Connors spoke about her child's struggles with Dyslexia and advocated for proper evaluation and support for students with Dyslexia, Dysgraphia, and Dyscalculia as well as support for teachers.

Danielle Tremain, Principal on Special Assignment of the Annex Program, expanded her gratitude to the Annex staff for their continuous support to the students with their "can do attitude" and for pivoting during the pandemic, fires, and extreme weather. Special thanks also to Tiffany Kiniris and Dr. Sarah Drinkwater for their support.

Randi Paynter brought up her concerns about Math 6 being in a heterogeneous setting, particularly with the students at Bayside Middle School.

Marcella McCollum reflected on the current academic year. She was appreciative for public comments as well as for allowing a space for SMETA/CSEA/SMEAA to provide input. She thanked Classified staff for their work and also thanked Amy Connors for her comments.

Kathryn Lee advocated for the option of Distance Learning for Special Education students whose health/safety would be compromised by in-person classes.

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

5.3. Foundation/Committee Reports

Trustee Watkins reported that at the last Equity Task Force the team discussed governance, service term limits, and transitioning of membership. The team is expected to bring their recommendations to the June 24 Board meeting.

Trustee Corzo added that the Sanctuary Task Force is planning an event and more information will be shared soon.

Trustee Warren reported at the last LMI they discussed the LCAP Budget and engagement. She also shared that the next SEDAC meeting is on May 25 at 7:00 pm where Dyslexia, Dysgraphia, and Dyscalculia will be the main topics. She encouraged everyone to attend.

Trustee Proctor attended the Meet & Greet with the San Mateo-Foster City Education Foundation and pointed out that they are still looking for volunteers. She also attended LMI where they discussed the LCAP and priorities in the AB86 plan.

Trustees Chin and Watkins attended the Foster City Liaison meeting where they gave an update on the Bowditch Middle School project and Math 6 program.

5.4. SMETA/CSEA/SMEAA Updates

Alicia Aragon, CSEA Chapter 11 President, appreciated the Resolution that acknowledges Classified Appreciation Week. She highlighted the different duties that Classified staff performs in every Department to support education in the District, especially during the pandemic.

Julie MacArthur, SMETA President, also recognized Classified Employee Week and thanked CSEA staff for their valuable work in the District. On behalf of SMETA, she welcomed Superintendent Diego Ochoa to the District and is looking forward to their partnership. She announced a new committee called Equity and Human Rights that will work to create safe spaces for staff.

Heather Morgan, SMEAA Representative, welcomed Superintendent Diego Ochoa on the anticipated appointment as the next Superintendent of the San Mateo-Foster City School District. On Behalf of SMEAA, she is looking forward to hearing more about his vision. She expressed appreciation and gratitude for Classified employees and said that their work is essential to the education of the students and thanked them for their support to the families. She gave a quick update on the reopening of the elementary schools as well as middle schools.

5.5. Announcements

Trustee Chin announced that the vaccination rate is now up to 81%. He encouraged everyone to be vaccinated.

5.6. Superintendent Report

Dr. Rosas acknowledged Classified Staff Appreciation Week and the essential support that classified staff have provided to our Distance Learning program and subsequent successful return to school. Outreach to families and students for technology or academic support and the behind the scenes work of cleaning, disinfecting, dealing with facilities issues, organizing materials or a myriad of other duties that were never expected to deal with such as temperature taking, health apps, COVID testing are the various duties that Classified employees performed. The flexibility exhibited by our Classified staff truly helped to keep things running smoothly under challenging circumstances.

She announced positive news regarding the Governor's budget recommendations noting it included funding for Universal TK, student wellness, expansion of before and after school education, teacher preparedness programming and an increase to the state's reimbursement rate for school meals. The COLA is proposed to be 5%. However, there is no reduction in a pension buy down which is costly for our district. The issue to watch is whether the funding that is proposed is one-time funding or on-going funding. One time funding is difficult for school districts as programs are all about people and hiring for a year and then expecting something to continue without fiscal support is not reasonable. More information will be brought to the Board in future meetings.

She also shared that will continue to wear masks to the end of school year and further guidance will be shared soon on required mitigation measures. For Promotion celebrations, she said that we will continue with masks, 6' social distance between families, and limiting the number of participants at each event.

There will be a vaccination event at San Mateo High School located on Delaware across the street from College Park on Saturday, May 22 starting at 10 while supplies last. It is open to both SMUHSD families as well as SMFCSD families and is for anyone age 12 and up.

[YouTube Recording: 0:53:10](#)

6. PROPOSED CONSENT AGENDA (v)

Trustee Warren pointed out payments made of up to \$164,000 related to contracted services provided to students of Special Education.

Motion Passed: Passed with a motion by Alison Proctor and a second by Lisa Warren.

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

6.1. EDUCATION/STUDENT SERVICES

6.1.1. Non-Public Agency Contract for Staffing Services

6.1.2. Enrollment Projection Consultants Agreement with Thomas. R. Williams

6.1.3. Settlement Agreements

6.1.4. Settlement Agreement

6.2. BUSINESS/FINANCE

6.2.1. Beach Park Elementary School in Foster City - Overaa Change Order No.010

6.2.2. Beach Park Elementary School - Special Testing and Inspections Amendment 1

6.2.3. Borel Middle School - existing weight room upgrades - Reilly Construction, Inc.

6.2.4. Bowditch Middle School-Cleary Consultants, Inc. - Contract & Amendment #1

6.2.5. Meadow Heights Elementary School - American Asphalt - Paving in between classroom wings

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

6.2.7. 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

[YouTube Recording: 0:57:17](#)

7. SUPERINTENDENT SERVICES/BOARD

7.1. Appointment of Superintendent (v)

Trustee Chin recommended the appointment of Diego R. Ochoa as the next Superintendent of the San Mateo-Foster City School District.

The Trustees welcomed Superintendent Ochoa to the District and thanked the Stakeholder Interview Committee as well as the search firm McPherson and Jacobson for their input during the hiring process.

Superintendent Ochoa extended his gratitude to the Board and congratulated Dr. Rosas for her service and for being a dignified steward of the District. Dr. Rosas was delighted to welcome Superintendent Ochoa to the District and offered to work with him on a smooth transition.

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

7.2. Approval of Superintendent Employment Agreement (v)

The Board of Trustees approved the Employment Agreement for the New Superintendent Diego R. Ochoa, from July 1, 2021 through June 30, 2024.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE EMPLOYMENT AGREEMENT FOR THE NEW SUPERINTENDENT. Passed with a motion by Alison Proctor and a second by Shara Watkins.

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

[YouTube Recording: 1:21:46](#)

8. EDUCATION/STUDENT SERVICES

8.1. Accelerated Learning Plan - AB86 - (v)

David Chambliss, Assistant Superintendent of Educational Services, presented the Accelerated Plan AB86 and noted that this Plan is a slice of the LCAP. The AB86 Plan has to be submitted by June 1 to the State.

The Board asked clarifying questions.

Public Comments:

Julie MacArthur had questions about the budget allocated to Class Size Reduction and contracted services related to Extended Year and Enrichment programs.

Melissa LaRue advocated for inclusion and asked that SDC students be included in the ESY classes.

Joe Spina, teacher at Bayside and a member of the Stakeholder Advisory Committee, was grateful for extensive tutoring being included in the AB86 Plan as well as Community Services Specialists, Social Workers, and Interns.

Jennifer Mayman, SEDAC Chair, was encouraged to see investment being made for additional paraprofessionals and teachers and the added support for inclusion in Special Education.

Board Comments:

The Trustees thanked Mr. Chambliss, his team, and the Stakeholder Advisory Committee for spending the time and effort in bringing forward their recommendations, adding that the AB86 Plan will be a great benefit to the students and they look forward to seeing the different metrics as well as the effectiveness of the program.

Dr. Rosas shared that the LCAP will show targets and metrics and that the AB86 is a template that has brought to the Board for approval this evening. It would be important to look for ways to continue programs that made the biggest impact. Dr. Rosas also added that the District is working on staffing since enrollment is expected to decline. Class Size Reduction will be looked at in Negotiations.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE AB86 SUPPLEMENTAL INSTRUCTION AND SUPPORT PLAN. Passed with a motion by Alison Proctor and a second by Lisa Warren.

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

[YouTube Recording: 2:24:49](#)

8.2. Fall Plans (v)

Dr. Rosas brought forward for Board approval the planning for the fall return following the usual pattern that we have employed over the past year to approve different educational models. She shared that we are still unclear as to the measures that will be required related to COVID mitigation. It is expected that we will still have some kind of mask mandate, health screening, hand hygiene, COVID testing and quarantining as needed. However, final guidance has not yet been received. The Stakeholder Advisory Committee will work with District staff to finalize and discuss how to best manage the requirements as we understand them.

Dr. Rosas brought up the option of Distance Learning stating that the legislature will not allow Distance Learning in the 2021-2022 school year. For students that won't be able to return to school, the District may be able to place them in Independent Study. Dr. Rosas will obtain more information for families who requested Distance Learning.

Public Comments:

Amy Fickenscher, SEDAC Chair, advocated for Special Education In-Person IEPs and asked the District to commit to not returning to the “status quo.”

Marcella McCollum agreed with Amy about not returning to the status quo in both programs, Special Education and General Education, and also asked to rethink parent engagement.

AK asked for more details for the Fall Plans and for the opportunity of more choices after the plan has been rolled out.

Stephen Floor shared that the Stakeholder Advisory Committee is composed of experts, including teachers and staff, and that there will be a presentation soon on the Fall Plans.

Randi Paynter agreed with Amy and Marcella’s comments and asked that the District revisit systems to better serve all students post pandemic.

Rena Korb appreciated the commitment to the reopening in person. She thought it would be helpful to have an update on the Governor’s Budget.

Board Comments:

The Trustees discussed different aspects of the Fall Plans and provided various comments. They agreed on the importance of revisiting systems as we return in the fall and look for ways to offer additional help to students who now need the most support. They commented on the importance of continuing to wear masks as they keep us from getting sick. Since we may not be teaching Distance Learning in the new year, the Trustees hoped that the District would continue to provide technology to students, such as Chromebooks and hotspots. They are appreciative of Measure T funds as it allows the District to also focus on Health and Safety. They support in-person Inclusion in Special Education. The Trustees agreed to reaffirm the Fall Plans as presented.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES AFFIRM THEIR COMMITMENT TO A RETURN TO SCHOOL THIS FALL FOLLOWING THE PRE-PANDEMIC, STATE REQUIRED, INSTRUCTIONAL MINUTES INCLUDING A LUNCH PERIOD ALONG WITH RESUMING EXTRA CURRICULAR EVENTS WHILE FOLLOWING ANY SAN MATEO PUBLIC HEALTH AND CALIFORNIA DEPARTMENT OF EDUCATION GUIDANCE. Passed with a motion by Shara Watkins and a second by Noelia Corzo.

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

[YouTube Recording: 02:48:26](#)

9. BUSINESS/FINANCE

9.1. 2021-2022 Budget Assumptions

Patrick Gaffney, Chief Business Official, presented the 2021-2022 Budget Assumptions. The Budget Assumptions are utilized to develop the 2021-2022 Adopted Budget for the General Fund. He talked about the General Assumptions, Fund Balance, and Revenues and Expenditures.

The Board had clarifying questions around the recommended reserve.

Public Comments

Marcella McCollum had questions about Outdoor Education and asked for a way to get updates outside public comments.

Dr. Rosas shared that the District Policy asks for a 10% reserve; however, due to the economic downturn a few years ago, the Board reduced the minimum reserve budget to 6% and that the latest recommendation for community funded elementary school districts is 17%.

The Trustees were interested in reviewing different scenarios for possibly increasing the Reserve Budget. The Board also asked for a Budget Road Show and announced that there is a Coffee Chat on May 26, hosted by Trustees Chin and Proctor to offer opportunities for public engagement.

YouTube Recording: 3:03:20

10. HUMAN RESOURCES

10.1. Declaration of Need (v)

Ms. Wieser presented the Declaration of Need form for Fully Qualified Educators for the year 2021-2022 and said that this is an annual requirement in the event that the District is unable to fulfill job positions and requested Board approval.

Public Comments:

Amy Connor asked if Montessori teacher positions are included in the document. Ms. Wieser shared that Montessori teaching positions do not fall under this type of certification.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS FOR THE 2021-2022

SCHOOL YEAR. Passed with a motion by Shara Watkins and a second by Noelia Corzo.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Alison Proctor

Yes Lisa Warren

Yes Shara Watkins

YouTube Recording: 3:07:14

10.2. New Job Description for Principal on Special Assignment, Multi-Tiered Systems of Support (MTSS) (v)

Ms. Wieser requested the approval of a job description Principal on Special Assignment (POSA), Multi-Tiered Systems of Support (MTSS), adding that the proposed position would meet the goal as part of the Consolidated Coordinated Early Intervening Services (CCEIS) project and that the funds would come from this project. A 15% budget is required to be set aside for this work.

The Trustees asked clarifying questions.

Public Comments:

Randi Paynter had questions about the new position, including the type of administrative position, funding source, and term.

Board Comments:

The Trustees were in support of the proposed new job description for a POSA. Nevertheless, they would like to see the impact that this added position would have in the system and asked to make it a part of the Goals in the LCAP as a way of measuring success in the short and long term. The Trustees also envisioned the new job description as being a centralized position, one that would improve processes.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE JOB DESCRIPTION FOR THE PRINCIPAL ON SPECIAL ASSIGNMENT, MULTI-TIERED SYSTEMS OF SUPPORT. Passed with a motion by Noelia Corzo and a second by Alison Proctor.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Alison Proctor

Yes Lisa Warren

Yes Shara Watkins

11. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Trustee Chin pointed out that there are two Board meetings scheduled in June, June 10 and June 24. He shared that he attended the Foster City Chamber of Commerce Impact Summit where the San Mateo-Foster City Education was highlighted. Colleen Sullivan and Sonja Tappan from the Education Foundation gave a presentation at the Summit on their work and on the way they support the District. Trustee Chin expressed his appreciation for the Education Foundation's work.

Trustee Chin also attended the Borel Spring Performance and thanked the teachers and students for their performance and for their ability to pivot and perform virtually.

The Trustees requested Items for future Board Agendas:

- Keep the Agenda for June 24 light to allow time for Dr. Rosas' retirement recognition.
- A presentation on June 24 regarding Special Education-Child Find.
- An update on Math 6 Heterogeneous Classes at Bayside Academy.

Trustee Corzo welcomed Superintendent Ochoa to the District.

12. FUTURE MEETING DATES

May 25, 2021	9:00 AM	School Visitations – Laurel, Beresford, & Meadow Heights
May 25, 2021	7:00 PM	SEDAC
June 14, 2021	7:00 PM	SMFCSD Education Foundation
June 14, 2021	7:00 PM	PTA Council Meeting
June 10, 2021	6:30 PM	Regular Board Meeting
June 24, 2021	6:30 PM	Regular Board Meeting

13. ADJOURNMENT

13.1. Adjournment (v)

The Regular Board Meeting adjourned at 9:58 pm.

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

Yes Kenneth Chin

Yes Noelia Corzo

Yes Alison Proctor

Yes Lisa Warren

Yes Shara Watkins

Board Secretary

Date