

San Mateo-Foster City School District

Minutes - Draft

REGULAR MEETING~BOARD OF TRUSTEES

January 10, 2019, 6:30 PM

1170 Chess Drive

Foster City, CA 94404

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

2. RECESS TO CLOSED SESSION

Closed Session started at 5:31 p.m.

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

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

2.3. GOVT. CODE 54956.9 - CONFERENCE WITH LEGAL COUNSEL-- ANTICIPATED LITIGATION Significant exposure to litigation: (1 case).

3. RECONVENE TO REGULAR MEETING

The Regular Board meeting began at 6:33 p.m.

3.1. Report out of Closed Session

None.

3.2. Flag Salute

The Flag Salute was led by two fifth-grade students from Meadow Heights Elementary School Jadya Mayorga and Gigi Thomson.

3.3. Roll Call

Present:

Kenneth Chin

Noelia Corzo

Rebecca Hitchcock

Audrey Ng

Absent:

Shara Watkins

Trustee Corzo noted that Trustee Watkins was not able to attend the Board meeting due to a personal emergency.

3.4. Approval of Agenda: January 10, 2019 (v)

Motion Passed: Passed with a motion by Audrey Ng and a second by Kenneth Chin.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Yes Audrey Ng
Absent Shara Watkins

3.5. Approval of Minutes

3.5.1. December 6, 2018 - Regular (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 Audrey Ng
Absent Shara Watkins

3.5.2. December 20, 2018 - School Visitations (v)

Motion Passed: Passed with a motion by Audrey Ng and a second by Kenneth Chin.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Rebecca Hitchcock
Yes Audrey Ng
Absent Shara Watkins

4. STATEMENTS

4.1. Public Statements Related to Non-agenda Topics:

Shoshana Gleit, an art teacher in the District paid for by PTA funds, advocated for all students to have an art education.

Steven Davis stated that the District discriminates against Special Education students and the Board is indifferent. He described the fact that his child has not been offered Transitional Kindergarten enrollment and stated that his child is stuck in preschool. He explained that Dr. Rosas has been informed of the situation and nothing has been done. He noted that on December 9 he filed a civil rights complaint against the District and that the Board has also been informed.

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

4.3. Foundation/Committee Reports

Colleen Sullivan, President of the San Mateo-Foster City Education Foundation stated that the Foundation is holding a brainstorming meeting on a 5-10K event on January 22 from 7:00-8:00 p.m. instead of doing the usual Run-2-Fund. She also explained that the Foundation's Read-a-thon is coming January 26 through February 8. There will be a kickoff event at the Foster City Library on Saturday, January 26 from 2:00 -4:00 p.m.. The Main San Mateo Library will host a Pajama Read-Aloud kickoff event on Monday, January 28 from 7:00-8:30 p.m. All 16 elementary schools are participating in the Readathon (Baywood Elementary School will be in May) and one elementary school is doing a Fundathon. The fundraising goal is \$75,000.

Trustee Ng in her role as Liaison to the Foster City Council, welcomed Sanjay Gehani, new Council Member for the City of Foster City, to the Board meeting.

Trustee Corzo also congratulated Foster City Council Sanjay Gehani.

4.4. Announcements

Trustee Corzo wanted everyone to know that there will be another Clean Up North Central event this coming Saturday. They will be building a garden across the street from Ace Hardware rain or shine.

5. PROPOSED CONSENT AGENDA (v)

Board Items 5.2.11 and 5.2.12 were removed from the Consent Agenda to allow public comments.

Motion Passed (excluding Board Items 5.2.11 and 5.2.1): Passed with a motion by Audrey Ng and a second by Kenneth Chin.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Yes Audrey Ng

Absent Shara Watkins

Public Comments:

Steven Davis stated that it appears that on the warrants and consultant reports a total of \$32,000 was spent on legal fees and \$7,500 on settlement cost. He also brought up that \$84,000 amount is being spent on contractors. He pointed out that warrants that were on line were not correct: one was missing and one had been duplicated and that the files that are provided are PDF so no analysis can be done and they do not have date runs. He wondered if the Board knows what they are paying for and he asked that the Board clean up the process.

Motion Passed (Board Items 5.2.11 and 5.2.12): Passed with a motion by Kenneth Chin and a second by Audrey Ng.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Yes Audrey Ng

Absent Shara Watkins

5.1. EDUCATION/STUDENT SERVICES

5.1.1. California State Preschool Program Expansion Funding Request for Applications

5.1.2. Resolution No. 19/18-19 for Attendance Due to Emergency Conditions for State Subsidized Preschool/School-Age Programs

5.1.3. After School Education and Safety (ASES) Program Renewal Grant Application

5.1.4. Interdistrict Transfer BP 5117.1 and AR 5117.1 - San Mateo Union High School District

5.2. BUSINESS/FINANCE

5.2.1. Audubon Elementary School - Metal Shade Structure Project #14-85 - DSA #01-116057

5.2.2. Brewer Island Elementary School - Fire Line Backflow Device Replacement

5.2.3. George Hall Elementary School - Metal Roofing Shade Structure - NSP3 (Manufactured Assembly Parts only).

5.2.4. Notice of Completion - Highlands Elementary Shade Structures Project - Multiple General Contractors

5.2.5. Highlands Elementary School - Metal Shade Structures Project - Community Playgrounds, Inc., - Change Order No.2

5.2.6. Highlands Elementary School - ADA Path of Travel, Shade Structures - Change Order No.1 - C.F.Archibald

5.2.7. Sunnybrae Elementary - Roofing Project - Skyline Engineering - Amendment No.1

5.2.8. Procore - Construction Management Software for Measure X Phase I Schools

5.2.9. Board Resolution No. 20/18-19 - General Pre-Qualification Process for Prime Contractors and Sub Contractors

5.2.10. Board Resolution No. 21/18-19 - Pre-Qualification Process for the New School in Foster City

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

5.2.12. Listing of Payments to Meet District Expenditures

5.2.13. Gifts presented to the schools

5.3. HUMAN RESOURCES

5.3.1. Assignments Noted for Individuals Listed

5.3.2. Resignations, Releases, and/or Retirees

6. SUPERINTENDENT SERVICES/BOARD

6.1. California School Boards Association (CSBA) Annual Education Conference - Information Sharing

Trustee Ng stated that she attended the California School Boards Association (CSBA) Annual Education conference which had excellent keynotes and workshops. One of the workshops she attended was "Show me the State Bond Money" presented by California Adequate School Housing (CASH). They presented and advocated for the sale of the bonds. They believe that the new Governor Gavin Newsom will sell them. If not, they will connect with Districts to begin an advocacy effort for the sale of the bonds. As we need that bond money, Trustee Ng wanted the Board to be aware of this effort. She also attended a Social Emotional Wellness

presentation by Manhattan Beach School District. They had been noticing more stress in high school students due to high competition and wanted to address it. They have a team that activates when students attempt self harm. One of their steps was to eliminate Geometry at the Middle School level. Trustee Ng didn't advocate for this approach because she knows that there are students who love math but this might be something to watch. She also went to a presentation on the English Learner Roadmap from the California State Department of Education that provides a roadmap and guide lines for supporting English Learners. There is a resolution that the District could adopt and the Board seemed interested in seeing it.

Trustee Chin also attended the conference. He was interested in the Trade show and mentioned that he saw many booths displaying classroom security. He also attended a workshop on teacher housing and stated that Jefferson High School District will be building 175 units for their staff. Pacifica is also building staff housing. Trustee Chin attended the New Trustee conference and appreciated the opportunity to meet other Trustees and discuss financial hardships, layoffs, and housing projects. He recounted a story about a fire and how the Trustees should be in the helicopter to provide leadership. Along those lines, he would like to discuss public comment and a different structure for the Board meetings during the upcoming Governance meeting.

Trustee Corzo mentioned that she attended a San Mateo County School Boards Association (SMCSBA) presentation about math also and that San Francisco Unified has taken a similar approach with not accelerating at the middle school level. Instead they provide acceleration in high school. She explained that they have the ability to control the curriculum K-12 which is not our situation because our three high school district schools do have three different approaches to math pathways.

6.2. "At Large" and "By District" Elections

Tim Fox, from the San Mateo County Counsel's Office, presented information about "At Large" and "By District" elections.

Trustee Ng stated that when she campaigned she walked the entire district and it helped her understand that needs of the whole district. She asked what time was needed for a District to change election processes. Tim Fox explained that there were not many demographers who did this work and they were busy. He estimated that it would probably take 6-7 months. He explained that Sequoia Union High School District took the time to conduct a careful process and it took them 18 months. He explained that if a district adopts a resolution of intent it allows more time.

Trustee Chin appreciated the presentation and asked about the odd/even year elections. It was confirmed that San Mateo-Foster City School District went to three-year terms to move everyone to the even-year cycle. Trustee Chin also wanted to know what happens if a district moves to By District elections and has more than one trustee in one area. Tim Fox explained that this does happen and when the election time comes they would have to run for the one seat. Trustee Chin felt that the Trustees were ethnically and geographically diverse at this time. Tim Fox stated that this was not a question of racial diversity and that school district boundaries and city boundaries are not required to be the same. However, he explained that those boundaries do create what are called communities of interest.

Trustee Ng pointed out that for bond measures and parcel taxes, cities do look at those boundaries.

Trustee Hitchcock appreciated the At Large approach so that the Trustees were responsible to all of the District's students.

Trustee Corzo stated that districts are reacting to lawsuits. She felt that, at this moment our Board is very diverse but that has not always been the case as she is the second Latina and that historically there may not have been much representation from North Central. She would like to be intentional about the process to ensure that the Board will always be diverse and representative. She would like to see the District move this forward in the spirit of diversity and representation. She did see a concern with a competitive election in one area and only one candidate coming out of another but would still like to move toward district elections.

Trustee Chin asked if there have been cases where there has been an opening and no one runs. Tim Fox explained that if no one runs, then the Board makes an appointment. If the Board doesn't make the appointment then the County makes an appointment of someone qualified to serve.

Trustee Ng reiterated the importance of all Trustees making decisions for all the District and expressed her concern that Trustees may only advocate for their schools and their area instead of looking for the needs across all of the District.

Trustee Chin felt that it was important for Trustee Watkins to hear this information and Tim Fox said that he would provide her with the information. Trustee Chin was interested in moving this forward within the next year or two. Tim Fox explained that the process would probably not be completed until the 2022 election year.

Public Statements

Randi Paynter asked two questions. Would the District be restricted to the voting precincts that exist? And, does the District need more representation, for example, seven trustees? Tim Fox responded that there was nothing in the law that requires the District to follow the precinct lines. But our boundaries might force a change in the precinct lines which would be paid for by the District. He also reminded the Board that they would pay for each Trustee area election and moving from five to seven would also add cost. He cautioned that it may be more difficult to find qualified candidates for more seats.

Colleen Sullivan stated that this election there were nine candidates for three seats, however, in election times before there had been difficulty finding people to run for the seats. Moving to seven trustees would be a challenge and certain areas could be more challenging to fill than others.

Trustee Hitchcock asked whether the District could move to seven trustees without going to Trustee Districts. Tim Fox replied that the District makes the proposal and the number is reviewed by the County Committee on School District Reorganization.

6.3. Equity Task Force Selection Process/Scoring Rubric/Planning for First Meeting

Dr. Rosas had been asked to work on the application process and scoring rubric. She explained that she had spoken with Counsel about this project and the suggestion was made that the same team that reviews the applications to seat a set of applicants for interview also be involved in the interview. Therefore, she suggested that the panel: Trustees Watkins and Corzo for the Board, Heather Gomez or John Cosmos for SMEAA, Julie MacArthur for SMETA, Sue Olinger for CSEA, Remee Vargas for PTA, Elyethe Martinez for DELAC and Evelia Chairez from PCRC for the Community Partners screen the applications using a scoring

rubric during the week of January 14. She would then take the scored applications and sort and set up interviews. The interviews were expected to span two evenings: Jan 22 and 23 from 5:00 to 6:30 p.m. Dr. Rosas will design some questions from the scoring rubric which can then be tailored by the interview team prior to the interviews. However, once the interviews begin, the questions cannot be changed. After discussion, the Board directed Dr. Rosas to move forward with this process and to set up interviews for the top five in each category.

Dr. Rosas then asked the Board to review the draft rubric. Trustee Watkins, Executive Cabinet, and Dr. Rosas worked on the draft. She read comments from Trustee Watkins, in her absence. The Board directed the Superintendent to use the first two questions on the rubric for scoring and to use items in the third category for potential questions during the interview.

Dr. Rosas then stated that she felt that it is difficult for a team that is new to one another to set norms and communication patterns without support when they are trying to settle into their roles and understanding of their purpose. She suggested that Dr. David Chambliss facilitate the first couple of meetings and help the team find their own facilitator. Trustee Corzo asked that she and Trustee Watkins meet with Dr. Chambliss to set up the first couple of meetings. The Board asked that Dr. Chambliss meet with Trustees Corzo and Watkins to begin this process.

Public Comment

Diana Harlick asked the Board to consider interviewing eight parents instead of five because four parents are being chosen for the Task Force.

Colleen Sullivan requested the Board let the candidates know of the interview dates as soon as possible so they can set the dates aside and be available. She thought that the interviews have to be at least 15 minutes long.

The number of applicants to be interviewed was discussed and the Superintendent was directed to seat up to the top five in each category with the exception of the parent category which was to have up to eight.

7. BUSINESS/FINANCE

7.1. 2017-18 Audited Financial Statements

Auditor Paul Pham, Partner of Chavan & Associates, LLP described the audit process and stated that there were no findings for the fiscal year ending June 30, 2018.

Trustee Chin asked how long Chavan & Associates had audited the District's financial records. Mr. Pham responded that he had done them for two years and that he reviewed different programs last year.

8. HUMAN RESOURCES

8.1. AB 1200 Public Disclosure of Collective Bargaining Unit Agreement (SMETA)

Assistant Superintendent of Human Resources Sue Wieser presented information regarding the Assembly Bill (AB) 1200, and noted that a Tentative Agreement was reached between the District and the San Mateo Elementary Teachers' Association (SMETA) and requested the Board receive the SMETA AB 1200 Disclosure Statement for information.

8.2. SMETA-SMFCSD Tentative Agreement and Salary Schedules (v)

Ms. Wieser requested the Board approve the Tentative Agreements associated with the salary schedules as presented.

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 SAN MATEO ELEMENTARY TEACHERS ASSOCIATION (SMETA) AS NEGOTIATED. Passed with a motion by Audrey Ng and a second by Kenneth Chin.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Yes Audrey Ng

Absent Shara Watkins

8.3. AB 1200 Public Disclosure of Collective Bargaining Unit Agreement (CSEA)

Ms. Wieser stated that the District reached a Tentative Agreement with the California School Employees Association (CSEA) on November 29, 2018 to settle for 2018-2021 in a Successor Agreement and requested the Board receive the AB1200 for CSEA as presented.

8.4. CSEA-SMFCSD Tentative Agreement and Salary Schedules (v)

Ms. Wieser reported that a Tentative Agreement has been reached between the District and the California School Employees Association (CSEA) and requested Board approval as it relates to the collective bargaining agreement and salary schedules presented.

Public Comments:

CSEA President Sue Olinger shared that a high number of members voted in favor of the ratification of the Tentative Agreement reached between the District and CSEA and encouraged the Board to approve it.

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 Noelia Corzo and a second by Rebecca Hitchcock.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Yes Audrey Ng

Absent Shara Watkins

8.5. SMFCSD Calendars for the 2019-2020 and 2020-2021 school year (v)

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE DISTRICT CALENDARS FOR 2019-2020 AND 2020-2021 AS PRESENTED. Passed with a motion by Rebecca Hitchcock and a second by Kenneth Chin.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Yes Audrey Ng

Absent Shara Watkins

Public Comments

Katherine Goodman spoke on behalf of Nicole Feldman, both parents at Fiesta International School, who advocated for an All-Year Round Calendar with shorter summers and requested the Board consider a more progressive positive calendar for the students, families, and educators.

Trustee Corzo clarified that the school calendar is negotiated and that the Board doesn't decide on its own and that she wants to move to a calendar that is more conscious of the effect that this has on low income families in terms of vacation and child care. A two-week break in October is very difficult for families to find child care.

Trustee Ng noted that she has heard various perspectives about the calendar and some people favor the October break while others don't. She clarified that the calendar is negotiated because it is work condition for the teachers.

9. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Trustee Chin wished everyone a Happy New Year. He felt that the Board had inherited a laundry list of projects and he was pleased to see them either completed or moving forward and was looking forward to keeping the momentum going.

Trustee Hitchcock also wished everyone a Happy New Year.

Trustee Ng wished everyone a Happy New Year and shared that the Board had visited George Hall and Laurel. She pointed out that they saw the Counting Collections program and the new language arts materials in use.

Trustee Corzo wished everyone a Happy New Year. She felt that lots of learning happens for the students in the second half of the year and was looking forward to seeing that progress. She explained that the District hosted visitors from Chile who visited two of our schools – Baywood and Bayside. They were university students who are interested in the use of technology in schools and they were very interested in what they saw our students and staff doing.

10. SUPERINTENDENT REPORT AND FUTURE MEETING DATES

Dr. Rosas welcomed everyone back. She reminded that Board that under consent they had approved the submission of the pre-school expansion grant and that she would inform them of the outcome of the request. Also under consent a reciprocal transfer agreement was approved which allows a certain number of our staff's children to attend San Mateo Union High School schools where there is space available and vice versa. Dr. Rosas will send information about this agreement to staff through a staff email. She also wanted the Board to know that she had left a message for Earl Jones, Director of the Mid-Peninsula Boys and Girls Club, to discuss our partnership in relation to after school programming

Dr. Rosas read the following Future Meeting Dates:

January 14 – PTA and SMFCSD Education Foundation Meetings with Trustees Ng and Hitchcock

January 24 – Board Meeting

January 28 – Special Education Advisory Committee with Trustee Watkins

January 31 – Board Governance Workshop

January 31 – DAC and DELAC with Trustees Watkins and Corzo

The following Liaison meeting dates were also reviewed:

January 11 – LMI Planning with Trustees Watkins and Corzo

January 11 – SM Liaison Meeting with Trustees Watkins and Chin

January 14 – PTA Supt. Luncheon Trustee Ng will attend

January 16 – Communications Committee with Trustees Chin and Hitchcock
January 16 – Home Room Committee with Trustee Chin

Dr. Rosas announced the following events:

January 19 – Trustee Corzo is speaking on a panel regarding Race and Education

January 23 – SMCOE is hosting the annual Coalition for Safe Schools and Communities

January 24 – Housing for all convening

Trustee Corzo also noted that the annual Martin Luther King essay contest would be held this coming weekend and that volunteers were welcome.

11. ADJOURNMENT

11.1. Adjournment (v)

The Regular Board meeting adjourned to Closed Session at 9:35 p.m.

Motion Passed: Passed with a motion by Audrey Ng and a second by Kenneth Chin.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Yes Audrey Ng

Absent Shara Watkins

Closed Session Adjourned at 11:00 p.m.

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 Audrey Ng

Absent Shara Watkins

Board Secretary

Date