

# **San Mateo-Foster City School District**

## **Minutes - Draft**

### **REGULAR MEETING~BOARD OF TRUSTEES**

January 24, 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 5:30 p.m.

##### **2.1. REVIEW NON-PUBLIC SCHOOL/NON-PUBLIC AGENCY CONTRACT(S) FOR THE 2018-2019 SCHOOL YEAR.**

**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 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 began at 6:31 p.m.

##### **3.1. Report out of Closed Session**

None.

##### **3.2. Flag Salute**

The Flag Salute was led by students from North Shoreview Montessori: Addison Chan, Ellie Nadboralski, Mackenzie Chan, and Mia Gaitan.

##### **3.3. Roll Call**

All Board Members were present.

Kenneth Chin

Noelia Corzo

Rebecca Hitchcock

Audrey Ng

Shara Watkins

##### **3.4. Approval of Agenda: January 24, 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

**Yes** Shara Watkins

### **3.5. Approval of Minutes: January 10, 2019 (v)**

**Motion Passed:** Passed with a motion by Kenneth Chin and a second by Noelia Corzo.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Yes Audrey Ng

Abstain Shara Watkins

## **4. STATEMENTS**

### **4.1. Public Statements Related to Non-agenda Topics:**

Jenny McPherson spoke to the need for more support in the classroom while students are being assessed. She asked the Board to provide more support to teachers and principals as they are already giving all they can.

Shoshana Gleit advocated for more art classes in the schools and to include art in the LCAP. She noted that the art program currently relies on volunteers and she requested that the District hire art teachers.

Steven Davis apologized for his frustration at the last Board meeting.

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

#### **4.3. Foundation/Committee Reports**

Trustee Ng attended the San Mateo-Foster City Education Foundation meeting on January 14 and reported that they are planning a Read-a-thon with kick off events in San Mateo and Foster City. Their goal is to raise \$75,000. She reported that the Foundation is also planning a 5K run in either the fall of 2019 or spring of 2020.

Trustee Chin attended the first City of San Mateo Liaison meeting with Trustee Watkins and Dr. Rosas, San Mateo City Manager Drew Corbett, and Councilmember Eric Rodriguez. They discussed topics of mutual interest. He also attended the City of San Mateo's City Council meeting last Thursday night where they talked about the General Plan processes. Trustee Chin spoke about the needs of the District. He hopes that City staff will present at a Board meeting so that the Board of Trustees can provide them with their comments.

Trustee Hitchcock attended the PTA Council meeting and was touched by the parents' enthusiasm, energy, and hard work. She also attended the Communications Committee which will present at the Board meeting tonight.

Trustee Watkins reported that she and Trustee Chin attended the San Mateo City Council meeting where they invited Councilmembers to hear the District's demographers' report. They discussed Developer Fees, facilities projects in San Mateo, and District involvement in the General Plan. She shared that the LMI met on January 17 where they reflected on the work done at some of the schools and Mr. Chambliss provided information on the LCAP engagement. They discussed future agenda topics such as LCAP, Equity Task Force, and Measure V.

Trustee Corzo also talked about the LMI meeting and noted that the staff took the time to share the importance of wellness in the District. The team took feedback from teachers, classified staff, and administrators.

#### **4.4. Announcements**

Trustee Ng announced the Read-a-thon kick off events at the Foster City Library, January 26 at 2:00 pm

and at the San Mateo Library on January 28 at 7:00 p.m. She invited everyone to attend and support these events.

Noelia shared that this Saturday, January 26, the San Mateo City Council will be voting for delegates for the Democratic Party.

## **5. PROPOSED CONSENT AGENDA (v)**

Board Item 5.2.8 - Listing of Payments to Meet District Expenditures was removed from the Consent Agenda to allow public comments.

**Motion Passed:**(excluding Board Items 5.2.8) Passed with a motion by Audrey Ng and a second by Noelia Corzo.

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

Public Comments:

Steven Davis thanked Chief Business Official Carolyn Chow for listing the cycle of payment on the Warrants. He expressed concerns with privacy and asked the District to remove any student information from the report. He also requested that the District provide warrants for the last five fiscal years to include account categories for transparency.

## **Approval of Board Item 5.2.8 - Listing of Payments to Meet District Expenditures**

**Motion Passed:** Passed with a motion by Audrey Ng and a second by Rebecca Hitchcock.

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

## **5.1. EDUCATION/STUDENT SERVICES**

### **5.1.1. Williams Quarterly Report**

### **5.1.2. NPS/NPA Contracts**

## **5.2. BUSINESS/FINANCE**

### **5.2.1. Borel Middle School - New Gym and Classrooms - Construction Testing Services**

### **5.2.2. Bowditch Middle School Professional Design Services Proposed Upgrades to Sewage Lift Station, HED Design**

### **5.2.3. Bowditch HVAC Replacement Project- Environmental Systems Inc. Notice of Completion**

### **5.2.4. Sunnybrae Elementary School - Built-Up Single Ply Roofing Project - State Roofing Systems, Inc - Change Order No.1**

### **5.2.5. New Foster City Elementary School Interim Grading Architect Contract**

### **5.2.6. New North Central School - Roux Associates - Change Order #2**

### **5.2.7. Contracts & Consultants \$45,000 and Under**

### **5.2.8. Listing of Payments to Meet District Expenditures**

### **5.2.9. 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. Equity Task Force Membership (v)

Dr. Rosas reported that the Equity Task Force Interview Panel included Trustee Watkins and Corzo, Julie MacArthur and Kathy Pratt (co-supported the process) from SMETA, Sue Olinger from CSEA, John Cosmos and Heather Morgan (co-supported the process) from SMEAA, Remee Vargas from PTA, Elyethe Martinez from DAC/DELAC, and Evelia Chairez from our Community Partners. The applicants' names, addresses, and phone numbers were redacted and the applications numbered. These panel members scored each application against the rubric. Sixteen applicants came in for an interview with the panel members. The following Task Force Members are being brought to the Board for approval this evening:

Student Geneva Williams  
Classified Staff Member Lenny Souza  
Certificated Staff Members Ian Cavasos and Laura Evans  
Community Members Colleen Sullivan and Rosie Rivera  
Parents Karla Rodriguez, Tenea Nelson, Kristen Sevilla, Diana Harlick

The Trustees thanked the Equity Task Force members and stated that they look forward to the work ahead.

Trustee Watkins did note that the committee will meet again to continue screening for another student.

**Motion Passed:** IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES ACCEPT THE SLATE FOR THE TASK FORCE AS PRESENTED. 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  
Yes Shara Watkins

### 6.2. Communications Update

Communications Coordinator and Public Information Officer Amber Farinha gave an update from the Communications Committee. She shared that their first task was to conduct an audit and to gather information from the twenty principals/schools and the District Office on how each school is using communication tools, what is working for them, and areas for improvement. They focused on school-to-home communication and set goals that included consistent messaging practices across all schools, functioning systems and training for teachers, and current District website content and full utilization. She reviewed the work completed and next steps.

Trustee Ng asked how the Committee would learn about the communication needs of parents. Ms. Farinha stated that a next step would be conducting a parent survey. Trustee Ng asked if the Wednesday envelope is still in use. Ms. Farinha explained that some sites are still using the Wednesday envelope. Trustee Ng also asked if there is a plan for teachers to learn how to use the different communication systems and Ms. Farinha stated that School Loop has trainings every year and she hopes to have an on-site person at each Middle School to also support training.

Trustee Corzo asked if the Communications Committee will include in their assessment how PTA's are communicating. Ms. Farinha responded that this is something that the Committee will look into it.

Trustee Watkins asked that the goals be quantifiable to measure if the changes made are meeting the desired outcomes.

Trustee Hitchcock stated that communication is a broad topic and the Committee has just begun it's work.

Public Comments:

Randi Paynter asked how the Communications Committee evaluated the effectiveness of the communication with families and if there were a plan for the CAASPP scores to be sent electronically now that the information is collected through the AERIES portal.

Steven Davis wondered if the District is accessing all families and sending relevant information. He asked if the chosen products allow the District to change vendors. He also brought up issues with inconsistent communication with preschools and special day classes at different sites and requested integration of these programs in the communications systems.

## **7. EDUCATION/STUDENT SERVICES**

### **7.1. Local Control Accountability Plan(LCAP) Engagement Planning 2019-2020**

Mr. David Chambliss, Assistant Superintendent of Education Services, reviewed information regarding the Local Control Accountability Plan (LCAP) Engagement Planning for the 2019-2020 school year.

Trustee Ng thanked Mr. Chambliss for the comprehensive presentation and asked where the Community Roadshow will be held at and whether attendance will be taken. Mr. Chambliss said that it will be at the middle schools and they will track attendance. He clarified that the roadshows are designed to discuss District goals and not specific data of a given school.

Trustee Chin thanked Mr. Chambliss for the presentation and noted that he likes the idea of doing a roadshow, however, he is concerned that people may not know the exact meaning of the LCAP or SPSA and he suggested staff define what LCAP means and why people should care about.

Trustee Corzo also thanked Mr. Chambliss for the presentation. She felt that this is what the staff and community has been asking for in terms of more input and more transparency and appreciated the Spanish meeting in North Central.

Trustee Watkins commented that she has already received positive feedback about the roadshows and requested to set SMART goals in the LCAP to measure outcomes and prioritize them.

Public Comments:

Steven Davis thanked Mr. Chambliss for the presentation and requested a vertical category in the LCAP for Special Education. He also requested that the Special Education Department reach out to all parents. He also would like a SPSA for Special Education. He requested a follow up for the public and asked for a recording of the meetings and an online forum. He felt that preschool should be reflected as well.

Julie MacArthur stated that the LCAP Engagement has been shared with the SMETA, the Executive Board, and the Governing Council and everyone is very excited about the new process. She thanked Mr. Chambliss for moving forward in a positive direction.

Colleen Sullivan, San Mateo-Foster City Education Foundation President, thought that the new LCAP process is a wonderful move. She suggested the District create a catchy short video clip explaining the LCAP and SPSA process with a twitter link.

## 8. BUSINESS/FINANCE

### 8.1. Governor's Proposed State Budget Overview

Christine Gong, Director of Fiscal Services, presented an overview regarding the 2019-2020 Governor's State Budget Proposal. She noted that on January 10, Governor Newsom released the first State Budget Proposal for the 2019-2020 year. She shared the highlights and themes from his proposal and what is included in the budget, such as COLA, Offset of STRS/PERS, Special Funding for Education, Facilities, and Longitudinal Education Data System. Ms. Gong did mention that the Proposed Budget did not include detailed information on the Special Education nor Longitudinal Education Data System programs.

Trustee Ng thanked Ms. Gong for the presentation and asked about the status of the Facilities funds now that Governor Newsom is selling the Bonds. Dr. Rosas responded that funds for Facilities is unknown at this time but the District will receive funds for modernization. Trustee Ng asked about Preschool for all and Ms. Gong confirmed that the proposal is for all four-year-old children but there is no detailed information yet.

Trustee Corzo also thanked Ms. Gong for the presentation and shared further information from Ed Trust West about the proposed preschool program.

Public Comments:

Steven Davis thought that the funds proposed by Governor Newsom for Special Education are for early identification and intervention.

## 9. HUMAN RESOURCES

### 9.1. AB 1200 Public Disclosure of Agreement with Confidential Employees and San Mateo Elementary Administrators Association (SMEAA)

Dr. Rosas, on behalf of Assistant Superintendent of Human Resources Sue Wieser, presented the AB 1200 Public Disclosure documents for information for Confidential Employees and SMEAA.

### 9.2. Confidential Employees and San Mateo Elementary Administrators Association (SMEAA) Salary Increase (v)

Dr. Rosas, on behalf of Assistant Superintendent of Human Resources Sue Wieser, requested the Board approve the Confidential Employees and SMEAA salary schedules as presented.

Public Comments:

School Principals Maria Brady, John Cosmos, and Heather Morgan spoke as representatives of the SMEAA Management Team and noted that the members of the Management team serve the District in a variety of capacities and that their purpose is to build collaborative relationships and collegial support across departments to provide high quality support for the students and staff in the District. They thanked the Board for their support in the compensation, their affirmation, and for valuing the work they do for the students and staff.

**Motion Passed:** IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE SALARY INCREASES AND THE ASSOCIATED CONFIDENTIAL AND MANAGEMENT SALARY SCHEDULES FOR 2018-2019 AND 2019-2020. 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

Yes Shara Watkins

### **9.3. Certificated Seniority List (v)**

Dr. Rosas shared that the Certificated Seniority List is updated annually and distributed to all schools for a 5-day review period. She noted that the site staff reviewed the list, made corrections, and she recommended the Board approve the 2018-2019 Certificated Seniority List as presented.

**Motion Passed:** IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE UPDATED CERTIFICATED SENIORITY LIST FOR THE 2018-2019 SCHOOL YEAR, AND RECOGNIZES THAT FURTHER CORRECTIONS MAY BE MADE IF NECESSARY. 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

Yes Shara Watkins

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

Trustee Ng shared that she and Dr. Rosas attended the Superintendents Lunch organized by the 17th District PTA Council last January 14. Superintendents across the County shared the great work in their Districts along with their struggles.

Trustee Chin noted that he is looking forward to the Governance Study Session on January 31.

Trustee Corzo shared that she participated in a panel discussion on Race and Education at the San Mateo Public Library last January 19, which was organized by the African American Library Advisory Committee and the Bay Area Community Health Advisory Council. She was happy to see much interest in equity in the community. On a different note, she requested a presentation on the Community Resource Officer program.

Trustee Watkins wished everyone a Happy New Year. She requested to add the hosting of an election information night to an agenda.

Trustee Chin suggested that this be agendized and discussed at the upcoming Governance Study Session on January 30.

Trustee Watkins asked if the Board might be interested in exploring having a Special Education audit. She also requested to reconvene the Equity Task Force interviews.

## **11. SUPERINTENDENT REPORT AND FUTURE MEETING DATES**

Dr. Rosas reported that on January 16 the Home Room Committee met. The topics that were covered included:

- Staff Housing Project in SSF
- Home for All Convening and SMUHSD's Study Session on staff housing. CBO Chow attended both on behalf of our District.
- A representative from the City of San Mateo described their affordable housing project
- SM is working on the General Plan Visioning process which is an opportunity for our staff to tell their story to the City.
- The next Home Room Committee meeting will be March 20, 2019 at 3:00.

Dr Rosas shared that she and Trustee Chin attended the SM City Council Meeting this week to learn more about the General Plan Process. From the presentations and ensuing discussion it appears that more outreach is being requested including more information from the school district.

Dr. Rosas also attended the Coalition for Safe Schools breakfast yesterday. San Mateo County is ahead of the curve in the collaboration that occurs between schools, law enforcement and Human Services agencies. All

Districts have been trained and are utilizing level 1 threat assessment protocols and there is a county wide level 2 team that meets regularly. The school based mental health collaboratives are up and running. These collaboratives work to close gaps in student support. They address trauma informed practices, school refusal, trends across the county and support for complex cases.

Dr. read aloud the following upcoming events:

Jan 29	Liaison meeting with the City of Foster City at noon
Jan 29	Coffee Chat at Abbott Middle School at 6:30 p.m.
Jan 30	The first LCAP complex engagement at Bayside Academy at 6:30 p.m.
Feb 1	LMI Planning Meeting at the District Office at 11:00 a.m.
Feb 6	LCAP complex engagement at Bowditch Middle School at 6:30 p.m.
Feb 7	LMI Meeting at the District Office at 4:00 p. m.

## 12. ADJOURNMENT

### 12.1. Adjournment (v)

The Regular Board meeting adjourned at 8:38 p.m.

**Motion Passed:** 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
Yes	Shara Watkins

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Board Secretary

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Date