

REDWOOD CITY SCHOOL DISTRICT
Redwood City, California

APPROVED MINUTES OF BOARD OF EDUCATION MEETING

September 14, 2016

1. Call to Order

President Alisa MacAvoy called the meeting to order at 7:02 p.m. at the District Office, Redwood City School District ("RCSD"), 750 Bradford Street, Redwood City.

Present at the Board Meeting: President Alisa MacAvoy, Hilary Paulson, María Díaz-Slocum, Dennis McBride, Janet Lawson and Superintendent John Baker.

Others present: Chief Business Official Wael Saleh, Executive Director of Educational Services PreK-5 Linda Montes, Executive Director of Educational Services 6-8 Wendy Kelly, Don Dias, Naomi Hunter, Lynne Griffiths, Shaunna Ingersoll, Melanie Davenport, Michelle Remond, Trish Taylor, Cherill Roth, Lupe Ortiz, Ellen Jacobson, Angie Leupel, Celeste Mahoney, Julie Vázquez, Trina Warren, Kayla Garza.

2. Welcome

President MacAvoy welcomed those present. The Pledge of Allegiance was recited.

3. Changes to the Agenda

Trustee McBride requested to move Action Items 10.1-10.6 and 10.8 to Consent.

President MacAvoy requested that Discussion Item 8.1 be moved to after Oral Communication.

President MacAvoy also requested that the "Meet RCSD" video be presented together with the Communications' Report.

4. Approval of Agenda

The board approved the agenda as amended, (McBride/Paulson; 5-0).

5. Oral Communication

None.

6. Community/Staff Recognition

None.

7. School/Community Reports

7.1 Bond Program Update

Don Dias and Will Mangrum provided the School Board with an update on the bond program.

7.2 Safety, Discipline, and Attendance

Margaret Lavin, Director of Student Services provided the School Board with information about suspensions, data on truancy, chronic absence, and attendance trends.

7.3 District Staff Development Update

Wendy Kelly and Linda Montes, Executive Directors of Educational Services provided the School Board with information regarding the professional development trainings that were offered in August 2016 to Administrators, Classified, and Certified Staff and training plans for the 2016/17 school year.

The Professional Development for administrators and teachers included the introduction of the "Platinum Ticket", a two-page at-a-glance of essential components regarding effective instruction. The work of the "Platinum Ticket" were agreed upon by the administrators together with the staff development team. The final version of the Platinum Ticket can be found in the Administrator Handbook and the Classroom Teacher Handbook.

The Professional Development for teachers in August included district goals in regards to literacy development, specifically, the teaching and evaluating of reading progress. The K-2 teachers participated in a conference style professional development choosing from a menu of workshops differentiated by level of teaching experience, while the teachers in grades 3-8 learned about the new RCSD Aligned Literacy Assessments.

The remainder of the year will be in providing the Professional Development and coaching by the Staff Development team to ensure all teachers are further developing their expertise in the elements of the Platinum Ticket. The administrators will engage in Instructional Rounds for their professional development in order to ensure all schools are developing their understanding of the elements of the Platinum Ticket.

7.4 "Meet RCSD" Videos

Naomi Hunter, Director of Communications, presented to the School Board "Meet RCSD" videos. The videos included interviews of students and staff.

7.5 Communications Report

The Director of Communications Naomi Hunter helps the District build bridges with many different audiences that helps the Redwood City School District in its mission of Educating Every Child for Success. Ms. Hunter works closely with the Superintendent,

the Cabinet and the Principals. Ms. Hunter makes sure that the Redwood City School District puts out timely, accurate and understandable information on a wide variety of issues, including Common Core implementation, the LCAP, the district budget, honors and awards, Schools of Choice, enrollment, registration, district and school events, and unanticipated events such as a safety threat or natural disaster.

In addition, the Communications Department has expanded its focus with the addition of Community Liaison Michelle Remond and contractor Trish Taylor. During the past year, the Redwood City School District has launched a comprehensive campaign to build stronger relationships with parents, promote RCSD schools, and attract and retain students.

8. Discussion Items

8.1 Discussion on Enrollment/Staffing

Superintendent Baker addressed the School Board and audience with information regarding enrollment and staffing.

Superintendent Baker stated that he was obtaining daily enrollment numbers from every school site and commented that on the 10th day of after school had started; there were 130 students less than the 8,100 students projected. Superintendent Baker explained that losing 130 students in enrollment meant that the Redwood City School District would lose about \$1.2 million in funding.

Furthermore, Superintendent Baker commented that during the spring, the Business Department projects the number of students for the following year and the budget is developed; teachers are hired based on the projected enrollment. Superintendent Baker explained that when fewer students enroll in the district than projected, this means that the district will receive less money from the state to pay for salaries, and a higher enrollment means that last minute hiring needs to occur.

Superintendent Baker stated that the challenges in projecting enrollment are in the difficulty to predict how many students are moving away due to rising housing costs, families do not always inform the school district of their plans to move or their enrollment in charter or private schools.

Superintendent Baker commented that when enrollment falls short, the school district has to reduce the number of teachers at school sites where enrollment is low. Superintendent Baker noted that when combining or reducing classrooms is an option, it is distressing to students, staff and parents to make changes after the school year begins. Superintendent Baker further expressed that five teachers who would have been paid of the General Fund are now being paid of the LCAP site-based funds and no teachers have lost their job.

Ellen Jacobson, parent at Henry Ford expressed to the School Board that she understands the implications of changes in classroom sizes; however, she wanted to know what would the School Board and District consider doing to ensure the District does not lose more qualified teachers.

Celeste Mahoney, 1st grade teacher at Henry Ford, commented that she started the school year with 19 students and in a few days her classroom size increased to 29. Ms. Mahoney explained the challenge it posed in her students' learning when the classroom increased in size. Ms. Mahoney expressed that 1st grade is a crucial milestone in student learning and development and encouraged the School Board to consider a solution.

Trina Warren, 1st grade teacher at Henry Ford, commented that she would like for the School District to solve the disproportion of classroom sizes and consider the wellbeing of students.

Cherill Roth, 3rd grade teacher at Clifford, expressed her concern with the disproportion of classroom sizes throughout the school district, as some fellow kindergarten teachers have full classrooms and upper grade teachers have fewer students. Ms. Roth asked the School Board to consider placing fewer students in lower grades to ensure students receive more assistance from their teachers, as students in upper grades have become more independent. Ms. Roth also asked the School Board to consider the special education students and how large classroom sizes can negatively impact their development and learning.

Lynne Griffiths, Principal at Henry Ford commented that back in June enrollment numbers for Henry Ford were 400 and subsequently in August, the enrollment number dropped to 350. Ms. Griffiths expressed that she and her office staff made phone calls to parents to determine if the remaining 50 students were coming back to Henry Ford and she learned that some students had left the area, others had transferred to other students within RCSD, and the remaining had transferred to a charter school. Ms. Griffiths expressed that she would like for the School District to work collaboratively and together to ensure students remain in RCSD.

Trustee McBride thanked everyone who attended the board meeting and expressed that the Redwood City School District has a wonderful group of teachers and staff.

Trustee Díaz-Slocum thanked everyone who attended the board meeting. Trustee Díaz-Slocum expressed that her children were also part of a combo class; however, she agrees that the school district needs to work collaboratively with teachers and parents to come up with a solution. Trustee Díaz-Slocum expressed that teachers, staff and parents can help market schools by letting members of the community know how great their school is.

Trustee Lawson commented that while visiting the Henry Ford campus, she could see the distress and sadness, as having a teacher move to a different school site felt like losing a family member. Trustee Lawson acknowledged that Henry Ford is not the only school site in this situation and expressed that this can be discussed as a group.

President MacAvoy thanked everyone who attended the board meeting and those that spoke. President MacAvoy expressed that the Redwood City School District does not have enough resources to do everything that has been requested; however, the School Board appreciates listening to input from staff and members of the community in hopes

of working collaboratively. President MacAvoy invited teachers and staff to advocate to their legislators.

Superintendent Baker commented that a group of parents wrote him an email expressing interest in working collaboratively with the School District to improve Henry Ford's marketing. Superintendent Baker expressed that he is more than happy to participate in a meeting with this group of parents.

9. Consent Items

The board approved the Consent Items (Paulson/Díaz-Slocum; 5-0), taking the following action:

- 9.1 Recommendation re: Approval of August 24th Board Minutes
- 9.2 Recommendation re: Approval of Contract Between Optimus Outcome, Inc. and the Redwood City School District for Behavior Services
- 9.3 Recommendation re: Approval of Field Trip Request to the San Francisco Exploratorium, McKinley Institute of Technology
- 9.4 Recommendation re: Approval of Field Trip Request to Yosemite National Park, McKinley Institute of Technology
- 9.5 Recommendation re: Approval of Field Trip Request to the San Francisco Academy of Sciences, McKinley Institute of Technology
- 9.6 Recommendation re: Approval of Field Trip Request to Angel Island, Roosevelt School
- 9.7 Recommendation re: Approval of Extended Field Trip Request to San Francisco, North Star Academy
- 9.8 Recommendation re: Approval of Field Trip Request to Hyde Street Pier, North Star Academy
- 9.9 Recommendation re: Approval of Field Trip Request to Monterey State Historic Park, North Star Academy
- 9.10 Recommendation re: Approval of Field Trip Request to Coloma Outdoor Discovery School, North Star Academy
- 9.11 Recommendation re: Ratification of Warrant Register, June 1, 2016 through June 30, 2016
- 9.12 Recommendation re: Ratification of Warrant Register, July 1, 2016 through July 31, 2016
- 9.13 Recommendation re: Approval of Agreement for Services, Rhythm and Moves, Clifford School
- 9.14 Recommendation re: Approval of Additional Vendors to be Included With Non-Public School ("NPS")/Non-Public Agency ("NPA") Master Contract
- 9.15 Recommendation re: Approval of Agreements with United Through Education, Inc., and the Redwood City School District
- 9.16 Recommendation re: Approval of Special Education BTSA Teachers
- 9.17 Recommendation re: Approval of the Agreement between the Family Engagement Institute (FEI), Foothill-De Anza Community College District and the Redwood City School District for the Fiscal Year 2016/17

- 10.1 Recommendation re: Adoption of Resolution 6, In Support of Proposition 51 – The Kindergarten Through Community College Public Education Facilities Bond Act of 2016
- 10.2 Recommendation re: Adoption of Resolution 7, In Support of Proposition 55 – The California Children’s Education and Health Care Protection Act of 2016
- 10.3 Recommendation re: Adoption of Resolution 8, In Support of Proposition 56 – The California Health Care, Research and Prevention Tobacco Tax Act of 2016
- 10.4 Recommendation re: Adoption of Resolution 9, School Board Resolution in Support of Proposition 58: The LEARN (Language, Education Acquisition and Readiness Now) Initiative
- 10.5 Recommendation re: Adoption of Resolution 10, Sufficiency of Instructional Materials
- 10.6 Recommendation re: Adoption of Resolution 11, Approval of Education Code Options for Teaching Assignments
- 10.8 Recommendation re: Approval of Revision to Board Bylaw 9270: Conflict of Interest

President MacAvoy (Ayes)
 Trustee Paulson (Ayes)
 Trustee Díaz-Slocum (Ayes)
 Trustee McBride (Ayes)
 Trustee Lawson (Ayes)

10. Action Items

- 10.7 Recommendation re: Approval of Provisional Internship Permit – attachment

The Board approved the Provisional Internship Permit for the following teachers:

Regina Lemp, 4th grade teacher at John Gill;
 Dawn Slanker, Special Education teacher at Garfield School;
 Cinthya Álvarez de Kanaday, Spanish teacher at Adelante Spanish Immersion School

(Díaz-Slocum, Lawson; 5-0)

President MacAvoy (Ayes)
 Trustee Paulson (Ayes)
 Trustee Díaz-Slocum (Ayes)
 Trustee McBride (Ayes)
 Trustee Lawson (Ayes)

11. Board and Superintendent Reports

11.1 Report from Board Members and Superintendent

Trustee Paulson reported visiting McKinley Institute of Technology and commented that she saw a long line of parents waiting to receive a Chromebook.

Trustee Díaz-Slocum reported visiting McKinley Institute of Technology and expressed that the level of organization for parents to pick up a Chromebook was great!

Trustee McBride reported meeting with Jamillah Moore, President of Cañada College and discussed providing a program for middle school students to participate in. Trustee McBride attended Kennedy Middle School and Roy Cloud's Back to School Night. Furthermore, Trustee McBride attended a few bond meetings. Trustee McBride commented that he, together with 26 San Mateo County board members visited San Quentin. Trustee McBride expressed that visiting San Quentin has been one of the most amazing trips he has ever taken. Trustee McBride commented that a few inmates spoke about their experience in public education and wished they had received lessons on financial literacy, emotional and social literacy. Trustee McBride attended the Magical Bridge event. Also, Trustee McBride attended a Chamber Education meeting and met California State Superintendent of Public Instruction, Tom Torlakson.

Trustee Lawson reported attending a meeting about Magical Bridge. Trustee Lawson expressed that she began the Redwood City/San Mateo County Chamber of Commerce Leadership Program.

President MacAvoy reported attending the Picnic en Blanc 2016. In addition, President MacAvoy visited the Peninsula Young Scholars.

Superintendent Baker reported meeting with Chris Beth from Redwood City Parks and Recreation Department and Jill Asher from Magical Bridge Foundation. Superintendent Baker also commented that he attended the Redwood City Education Foundation retreat. Superintendent Baker visited Roosevelt School during California State Superintendent of Public Instruction Tom Torlakson's visit.

12. Information

12.1 Contract Update Information and Credit Card Summary

No comments and/or questions from the School Board and Superintendent Baker.

12.2 Information on San Mateo County Investment Fund – June, 2016

No comments and/or questions from the School Board and Superintendent Baker.

12.3 Information on San Mateo County Investment Fund – July, 2016

No comments and/or questions from the School Board and Superintendent Baker.

12.4 2015/16 Unaudited Actuals Budget Report for Connect Community Charter School

No comments and/or questions from the School Board and Superintendent Baker.

12.5 2015/16 Unaudited Actuals Budget Report for KIPP Excelencia Community Preparatory

No comments and/or questions from the School Board and Superintendent Baker.

13. Correspondence

President MacAvoy commented that she received an anonymous letter about concern surrounding child obesity and ice cream trucks outside of school sites.

14. Other Business/Suggested Items for Future Agenda

None.

15. Board Agenda Calendar

15.1 Changes to the Board Agenda Schedule

Trustee McBride commented that a Special Board meeting was scheduled for October 5th at 6:30pm to discuss safety during board meetings.

President MacAvoy added that a closed session item regarding the Superintendent's Evaluation has been added to the October 5th agenda.

16. Adjournment (Action Required)

The board adjourned the meeting at 10:13 p.m. (Paulson/Díaz-Slocum; 5-0).

María Díaz-Slocum, Clerk