

San Mateo-Foster City School District

MINUTES

CLOSED SESSION/REGULAR MEETING~BOARD OF TRUSTEES

February 24, 2022

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

2. RECESS TO CLOSED SESSION

2.1. CONFERENCE WITH LEGAL COUNSEL - Existing Litigation (Government Code Section 54956.9(a)). Claim No.2019-01789

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

3. RECONVENE TO REGULAR MEETING

3.1. Report out of Closed Session

Nothing to report.

3.2. Flag Salute

The flag salute was led by Trustee Proctor.

3.3. Roll Call

All Board Members were present:

Kenneth Chin
Noelia Corzo
Alison Proctor
Lisa Warren
Shara Watkins

3.4. Approval of Agenda: February 24, 2022 (v)

Motion Passed: Passed with a motion by Trustee Watkins a second by Trustee Corzo.

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

3.5. Approval of Minutes:

February 1, 2022 - Special Board Meeting and

February 10, 2022 - Regular Board Meeting (v)

Motion Passed: Passed with a motion by Trustee Corzo a second by Trustee Chin.

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

4. STATEMENTS

4.1. Public Statements Related to Non-agenda Topics:

No public comments

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

4.3. Foundation/Committee Reports

Trustee Watkins reported that she attended the Education Foundation meeting last week where they talked about the Readathon success. SMFC students read for 862,233 minutes and raised over \$126,145 which will benefit students throughout our district. Combined with the San Mateo-Foster City communities at large, including a generous donation from Virus Geeks, the total amount raised increased to \$152,611. Trustee Watkins also reported that she attended the Equity Task Force this week where they focused on policies and indicated that they will be reviewed soon.

Trustee Corzo reported that she attended the Diversity Equity and Inclusion Task Force Meeting for the City of San Mateo and spent time revising the purpose of the group and hearing from members what their motivations are. Also attended the Sanctuary Task Force Meeting today where they spoke about the family that was affected by the fire at Sunnybrae, housing insecurities, the over-identification of special education students, and child care concerns.

4.4. SMETA/CSEA/SMEAA Updates

Alicia Aragon acknowledged the classified layoff notices and informed that CSEA will be meeting with Human Resources tomorrow where they will do their best to retain everybody's jobs.

Katherine Pratt reported that their bargaining team had its first session with the District last week on their successor agreement and we are looking forward to continuing with the conversation next week. Ms. Pratt informed that it is a busy time of year for members as they are rounding up their second trimester, many sites are celebrating reading across America and Literacy week. They are also looking forward to having some input on the mid-year LCAP updates as they have done in previous years.

Nima Tahai, Principal at Parkside Montessori announced that the school was visited by the National Center for Montessori last week, where they visited every classroom and it was a wonderful visit with a lot of feedback. Also reported that Middle School Montessori is growing and that now they have 6th graders and next year will have 7th graders on campus.

4.5. Announcements

Trustee Corzo announced that this past Saturday she attended a day of remembrance event at the San Mateo Public Library for the detention that the Japanese community members experienced many years ago.

Trustee Chin also announced that there is a memorial at the Tanforan Bart Station to honor those who were in the internment camps during that time. Trustee Chin also announced that next Thursday, March 3rd the City of San Mateo is having a general plan subcommittee meeting to talk about the general plan and the future development for the City of San Mateo, schools, and schools population was talked about at the previous meeting.

Trustee Proctor announced that she had a meeting with a couple of parents from Sunnybrae School where they spoke about the Women Bikeride Event on March 20th which will begin at Beresford Park. Trustee Proctor also shared that she visited LEAD and George Hall this week and thanked the students and everybody that works at those schools for being so welcoming.

4.6. Superintendent Report

Superintendent Ochoa thanked the College Park staff, parents, and students who participated in the Lunar New Year Parade in San Francisco. He shared that it was a very impressive event and a wonderful experience where they walked for two miles and the students were walking and playing music that our Kindergarten teacher writes for them every year.

Also, Superintendent Ochoa thanked the LEAD and George Hall Schools for hosting the visitations this week and thanked the students and staff who are there every day putting in the hard work. He included that it was great to see how the schools function as teams and support each other. He pointed out that the staff at George Hall did a beautiful job of setting up the lounge in a very kind and generous way and provided food which was

really great. Also pointed out that the LEAD library is really adorable, to see the way they have set up the tables and the books and it is just very beautiful.

Superintendent also talked about the engagement with parents he had; two cafe con Diego events and a youtube live stream where they talked about the new guidance regarding outdoor masking. The district also sent out a survey to parents with close to 1,500 responses also a survey was sent to staff with close to 700 responses. A summary of the results will be shared. Also shared that two community workshops are coming up at Sunnybare and North Shoreview Schools and invitations will be going out through Facebook, Twitter, and Instagram.

5. PROPOSED CONSENT AGENDA (v)

Motion Passed: Passed with a motion by Trustee Corzo a second by Trustee Watkins.

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

5.1. SUPERINTENDENT SERVICES/BOARD

5.1.1. Approval of FinalSite Contract Proposal

5.1.2. Approval of AERIES Communication Contract

5.2. EDUCATION SERVICES

5.2.1. School Plan for Student Achievement (SPSA at Laurel Elementary)

5.3. STUDENT SERVICES

5.3.1. Comprehensive School Safety Plans: Non-Tactical Portion

5.3.2. Ratification of 2021-2022 Non-Public School (NPS) Contract

5.3.3. Ratification of 2021-2022 Non-Public Agency (NPA) Employee Contracts

5.4. BUSINESS / FINANCE

5.4.1. Resolution No. 22/21-22 - Surplus Equipment - Bayside Stem Academy

5.4.2. LEAD Elementary School MPR - HKIT Amendment No.01

5.4.3. Laurel Elementary School - DSK Architects - Laurel Portable Project

5.4.4. Laurel Elementary - Laurel Portable #2 Project- Anza Engineering Corporation

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

5.4.6. Listing of Payments to Meet District Expenditures

5.4.7. Gifts Presented to the Schools and Sites

5.5. HUMAN RESOURCES

5.5.1. Personnel Report: Resignations, Releases, and/or Retirements

5.5.2. Personnel Report: New Hires and Assignment Changes

6. PUBLIC HEARING: Adoption of Revised Elections by Trustee Area Map and Resolution [Education Code section 5019.5]

Public Hearing opened at 7:07 pm

Superintendent Ochoa indicated that we did have legal counsel present at our last meeting to make this presentation and a comparison of the two reports will show that they are very close and was not able to have legal counsel return this evening as you know these meetings are taking place all over the state of California and they are presenting to other Board tonight who are taking similar action. What this report indicates and part of the process is that every 10 years the School District reviews the census data to determine the extent to which the trustee areas fall under variance of less than 10 percent of the district's originally adopted map after the decennial review of 2020 arrived at a 9.75 total population variance which is under the 10 percent and at the same time a very high percentage in and of self. The presentation indicates and shows that over time the total population does have some differences. The Board was presented with three scenarios maps and following the meeting, the board determined that more time was needed and that we would request from our demographer additional conceptual trustee areas and from that with consult with our demographer have produced for the Board and for the public a review of may scenario 2A.

Public Comments:

None

The Public Hearing closed at 7:14 pm

7. SUPERINTENDENT SERVICES / BOARD

7.1. Selection of a By-Trustee-Area Map (v)

Superintendent Ochoa indicated that the administration recommends that the Board deliberate that a motion is made for the board to adopt one of the maps presented to the board this evening.

Clarifying Questions from the Board:

None

Public Comments:

None

Board comments:

Trustee Chin indicated that he is in favor of map 209 and scenario 3 and scenario 2a

Trustee Watkins indicated that she is in favor of map 1a

Trustee Proctor indicated that she is in favor of map 1a

Trustee Warren appreciates seeing Map 209 again and is in favor of Map 1a or 2a

Trustee Corzo indicated that she is in favor of Map 1a

Motion to approve Map Scenario 1a

Motion Passed: Passed with a motion by Trustee Watkins a second by Trustee Proctor.

No	Kenneth Chin
Yes	Noelia Corzo
Yes	Alison Proctor
Yes	Lisa Warren
Yes	Shara Watkins

7.2. Resolution No. 21/21-22: RESOLUTION OF THE BOARD OF EDUCATION OF THE SAN MATEO-FOSTER CITY SCHOOL DISTRICT APPROVING ADJUSTED TRUSTEE AREA BOUNDARIES (v)

Superintendent Ochoa thanked the Board for the decision that was made to adopt Map Scenario 1a and included that at this point in time, we would recommend that the Board approve this Resolution number 21/21/22 indicating that Map Scenario 1a was selected.

Motion Passed: Passed with a motion by Trustee Chin a second by Trustee Watkins.

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

8. EDUCATION SERVICES

8.1. Mid-Year Update on the 2021-22 Local Control Accountability Plan & District Academic Achievement Review

David Chambliss shared a presentation about a mid-year update on the 2021-22 Local Control Accountability Plan & District Academic Achievement Review addressing the following elements: The Supplement for the Annual Update for the 2021–22 LCAP, Mid-year implementation of LCAP and AB86/ESSER actions, Mid-year expenditures on LCAP and AB86/ESSER actions, Update on the impact of extra state/federal dollars on Budget Overview for Parents, and Mid-year outcome data.

Clarifying Questions from the Board:

Trustee Warren had questions specifically about special education students and inquired if they are included in the LCAP.

Trustee Proctor inquired about the next strategies and how would goals be achieved.

Trustee Chin inquired about TK to 2nd grade lower participation data.

Trustee Corzo indicated that we are still seeing some concerning data for our Pacific Islander students and inquired about the support they are receiving.

Public Comments:

Randi Paynter made a public comment about the importance of the public having visibility to this data.

Board Comments:

All members of the Board made comments about this item. They thanked David Chambliss for the great presentation, were pleased to see the data and the increase of 6th-grade math, it was great to see positive numbers, recognized our educators for their hard work, and expressed that they would like a District dashboard for families to see the growth on the website.

Superintendent Ochoa reported that the Education Services Data staff led by a very talented Coordinator of Assessment Research and Accountability Cameron Lewis is working on a dashboard that is still under construction and we will go through several data versions before we put it out there.

9. BUSINESS / FINANCE

9.1. Audited Financial Statements fiscal year 2020-2021

Patrick Gaffney thanked the business team for their hard work in putting the report together as well as Chavan & Associates, who completed the audit for the fiscal year ending June 30, 2021. They went through a comprehensive review of the district fund, looked at funds balances, looked at activity, compliance issues, looked at the District's management discussion and analysis, internal controls, and prior-year findings to see what progress has been made and what their current assessment is

Mr. Gaffney also indicated that the Management Discussion and Analysis (MD&A) is a narrative and analysis of the District's financial statements. The fund financial statements provide detailed financial information about the District's collective major funds as required per the Government Auditing Standards, rather than reporting on funds individually.

Furthermore, Mr. Gaffney reported that the General Fund (Fund 1) is always a major fund and the other major funds for the District for 2020-21 are Deferred Maintenance (Fund 14), Special Reserve (Fund 17), Building Fund (Fund 21), Retiree Benefits (Fund 71), and the Bond Interest and Redemption Fund (Fund 51).

He concluded that the notes to the financial statement include capital assets and long-term debt. Capital assets have a useful life of five or more years and include land, land improvements, buildings, building improvements, and equipment with a value of \$5,000 or more. Assets are reflected in the statement at the historical cost net of accumulated depreciation. Copies of the complete audit report are available for review at the District Office, Fiscal Services Department, 1170 Chess Drive, Foster City.

Clarifying Questions from the Board:

None

Public Comments:

None

Board Comments:

Trustee Chin and Trustee Proctor thanked Patrick Gaffney for the presentation, hard work, and the Financial Statements.

Motion Passed: Passed with a motion by Trustee Corzo a second by Trustee Chin.

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

10. HUMAN RESOURCES

10.1. Resolution for Reduction of Classified Services for 2022-2023 (V)

Sue Wieser informed that this is an annual resolution and that this year it is half the number of reductions from the previous year. The recommendation for the reduction of classified services is based upon the following factors; the PTA-funded positions, at this time the PTA has not made a decision and adopted its budget, and until they can do that we would need to lay off those positions. As in previous years, we have been able to bring people back in their current assignments. Also, we are anticipating a decrease in student enrollment.

Clarifying Questions from the Board:

Trustee Proctor inquired about the anticipated student decrease for next year.

Sue Wieser responded that the anticipated student decrease would be close to 300 students.

Public Comments:

None

Board Comments:

Trustee Corzo made a comment and indicated that all board trustees are looking forward to bringing back all employees on the list

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

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

10.2. Resolution for Reduction of Particular Kinds of Certificated Services for 2022-2023 (V)

Sue Wieser informed that similarly we have a resolution for certificated services and the reasons for the reductions are related to PTA funding, decrease student enrollment as well as district needs. She also indicated that in the past we have had enough attrition through people taking leaves, people are resigning and retiring and we did not need to send notices for certificated layoffs and it will be the same situation this year.

Clarifying Questions from the Board:

None

Public Comments:

None

Board Comments:

Trustee Chin thanked Sue Wieser for the information and recognized that it is a difficult process.

Motion Passed: Passed with a motion by Trustee Chin a second by Trustee Corzo.

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

10.3. Skipping and Tie Breaking Criteria

Sue Wieser indicated that the education code does allow school districts to deviate from seniority if there are layoffs for specific hard-to-fill positions. Presented to the board for information is the Skipping and Tie Breaking Criteria as we have done every year.

Clarifying Questions from the Board:

None

Public Comments:

None

Board Comments:

None

10.4. Human Resources Update

Sue Wieser thanked the Board for the opportunity to provide an overview of staffing and the implications for work in the Human Resources Department. Mrs. Wieser provided a brief overview of the District staff, current challenges and addressing the challenges, CSEA and SMETA negotiations, and the work ahead.

Clarifying Questions from the Board

Trustee Watkins inquired about data on staffing diversity and future goals.

Trustee Corzo inquired if the District has an exit survey for employees when they leave our District.

Public Comments

Randi Paynter made a comment about this item and recommended making the diversity data also available for the public

Board Comments:

Trustee Chin thanked Sue Wieser for the data and made a comment about Measure V's number one goal was retention and attraction of teachers and staff and recalls that the hiring numbers were higher before and requested to see an annual table of attrition rate data go back probably to 2015.

Trustee Watkins thanked Sue Wieser for the presentation and recommended bringing back the diversity piece more explicitly both on the data and also would be interested to have an update.

Trustee Corzo made a comment and recognized that we have to work more on this area and that it has been a different time for people in general and will make hiring more difficult but we are all committed to the goals and the work continues.

11. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Trustee Chin indicated that he had the opportunity to visit LEAD and George Hall schools and thanked the staff for their hard work. Also, Trustee Chin shared that he attended his son's basketball game at the Borel Gym and can't wait to see a gym for Bowditch that is similarly as nice as the Borel, Bayside, and Abbott Gym.

12. FUTURE MEETING DATES

March 3rd - Board Study Session - Early Literacy

March 10 and 24 Regular Board Meeting

13. ADJOURNMENT

The Regular Board Meeting adjourned at 8:59 pm

13.1. Adjournment (v)

Motion Passed: Passed with a motion by Trustee Watkins a second by Trustee Chin.

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

The Board Members returned to Closed Session to continue the discussion on the items that were agendaized.

The second closed session ended at 10:06 pm.

Board Secretary

Date