

San Mateo-Foster City School District
Minutes
CLOSED SESSION/REGULAR MEETING~BOARD OF TRUSTEES
August 20, 2020, 6:30 PM

Teleconference Meeting via Zoom

Closed Session Begins at 5:30 pm - <https://us02web.zoom.us/j/81680584180> - Zoom ID:81680584180

Regular Board Meeting Begins at 6:30 pm - <https://us02web.zoom.us/j/81779363015> - Zoom ID: 81779363015

To listen to the meetings: One tap mobile +16699009128,,81779363015# US (San Jose)

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

2. RECESS TO CLOSED SESSION

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

2.2. Review Non-Public School/Non-Public Agency contract(s) for the 2019-2020 school year.

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

2.4. GOVT. CODE 54957 - Public Employee Performance Goals/Evaluation. TITLE: Superintendent. 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 was called to order at 6:34 pm.

3.1. Report out of Closed Session

None.

3.2. Roll Call

Kenneth Chin
Noelia Corzo
Rebecca Hitchcock
Alison Proctor
Shara Watkins

3.3. Approval of Agenda: August 20, 2020 (v)

Motion Passed: Passed with a motion by Kenneth Chin and a second by Alison Proctor.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Rebecca Hitchcock
Yes Alison Proctor
Yes Shara Watkins

3.4. Approval of Minutes:

The Minutes were approved in one motion.

Motion Passed: Passed with a motion by Kenneth Chin and a second by Shara Watkins.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Rebecca Hitchcock
Yes Alison Proctor
Yes Shara Watkins

3.4.1. July 23, 2020 - Special Board Meeting (v)

3.4.2. July 30, 2020 - Regular Board Meeting (v)

4. STATEMENTS

4.1. Public Statements Related to Non-agenda Topics:

None.

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

4.3. Foundation/Committee Reports

Trustee Chin gave an update on affordable housing projects in San Mateo. He also gave an update on the Sanctuary Task Force. He shared that at the meeting they discussed lunch time schedules, translation services and how to better assist families with technology, specifically with submitting fix-it tickets to the District. He added that now the teachers are using Talkingpoints.org as a resource for translation. He announced that Measure T will be on the November 3rd election.

Trustee Proctor gave an update on the Communications Committee and shared that now the District website has a COVID-19 dedicated page with updates and resources. Also, during the Foster City Liaisons Committee they discussed collaboration with studying SROs in schools, the new bond, the opening of Beach Park Elementary School, and childcare for students.

4.4. Announcements

Trustee Chin attended the San Mateo City Council meeting on August 18 and shared that it was announced that the City of San Mateo through the San Mateo Parks and Recreation is holding a Distance Learning support program at the King Center for between 60-72 District students. The City Council has set aside \$52,000 to help support this Distance Learning program.

Trustee Corzo shared that she and Trustee Watkins will be on the panel at the Women's Leadership Conference on August 27. Everyone is invited to attend the virtual event.

Trustee Watkins reminded everyone to save-the-date for the GALA which is scheduled for October 23, 2020 and to check the San Mateo-Foster City Education Foundation website for more information or to reach out to her or Trustee Hitchcock for sponsorship, auctioning, and volunteering.

4.5. Superintendent Report

Dr. Rosas welcomed everyone to a new school year and shared that staff has been involved in a number of professional development opportunities prior to the opening of school and will continue to work together as the year unfolds in order to provide high quality educational experiences for our students. She gave a quick update on the following topics: Opening of school, On Demand Translation, Technology Support, Attendance, Recordings, Meal Service, Child Care Providers, Survey for Ideas and Volunteers, and Fires.

5. PROPOSED CONSENT AGENDA (v)

The following items were removed from the Consent Agenda to allow Board discussion:

- 5.1.2. NPS placements
- 5.2.4. Districtwide Shade Structure Project - Aedis Architects - Amendment #3

Approval of the Consent Agenda as amended:

Motion Passed: Passed with a motion by Shara Watkins and a second by Rebecca Hitchcock.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Yes Alison Proctor

Yes Shara Watkins

Dr. Rosas introduced the new Director of Fiscal Services Kami Kalay and welcomed her to the District.

5.1.2. NPS Placements

The Board asked for clarification about the list of NPS placement contracts and wanted to know the next steps for the NPS/NPA program.

Dr. Rosas shared that the list of NPS placements are for continuing students from last year and do not include new students. She noted that these services cannot be stopped. She also noted that changes have been put in place this year in response to the audit and have identified a Program Specialist and a Coordinator specialized in NPS program who will ensure that connection and communications increase with staff and sites and that there is a smooth transition for NPS students. The most important piece is to identify what can be done if students stay in the District. Throughout the year, there are PD days and meetings set to discuss IEPs to ensure that every site knows the services that are available. The Board will be updated on this as the year progresses.

This motion was made after item 5.2.4.

Motion Passed: Approval of the NPS Placements passed with a motion by Shara Watkins and a second by Rebecca Hitchcock.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Rebecca Hitchcock
Yes Alison Proctor
Yes Shara Watkins

5.2.4. District Wide Shade Structures Project- Aedis Architects- Amendment #3

The Trustees asked if it was possible to adjust the contract to make it a solar-ready project since the project is still in progress. The Trustees were concerned that the shade structure would be built now and later it would have to be redone. They asked for clarification on DSA approval.

Dr. Rosas responded that the project presented is not solar ready but is part of Measure L that started in 2012 which is different from the Facilities Master Plan recently approved. She noted that changing the project to include solar panels would be more costly and it would have to go back to DSA and would be like starting a new process with a new DSA application.

Jose-Noel Cadiz, Director of Facilities, explained that changing the design means that it would be a brand new project. He reported that currently the District has spent approximately \$130-140K on the project.

The Trustees were interested in hearing more about making this project a solar-ready project and asked to bring back at the September 10 Board meeting for further review and discussion.

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 Alison Proctor
Yes Shara Watkins

5.1. EDUCATION/STUDENT SERVICES

- 5.1.1. Tobacco-Use Prevention Education Grant**
- 5.1.2. Non-Public School Placements**
- 5.1.3. Elementary Music Program TK-4th Grade**
- 5.1.4. 5th Grade Music Program**
- 5.1.5. Zoom Video-Conferencing Agreement**

5.2. BUSINESS/FINANCE

- 5.2.1. Baywood Elementary School - Artificial Turf Installation - Bay Area Scores**
- 5.2.2. Bayside Middle School New Gymnasium Project Rodan Builders Change Order No. 006**
- 5.2.3. Bayside Academy New Gym - Notice of Completion- Rodan Builders, Inc.**
- 5.2.4. District Wide Shade Structures Project- Aedis Architects- Amendment #3**
- 5.2.5. Purchase of Additional Chromebooks to Support Distance Learning/Hybrid Instruction**
- 5.2.6. Contracts & Consultants \$45,000 and Under**
- 5.2.7. Listing of Payments to Meet District Expenditures**

5.3. HUMAN RESOURCES

- 5.3.1. Assignments Noted for Individuals Listed**
- 5.3.2. Resignations, Releases, and/or Retirees**

6. BUSINESS/FINANCE

6.1. Public Hearing: Proposed Increase to Developer Fees as Authorized by Education Code 17620

Trustee Corzo opened the Public Hearing at 7:15 pm.

There were no public comments

Trustee Corzo closed the Public Hearing at 7:16 pm.

6.2. Resolution No. 03/20-21 - Adjusting Developer Fees as Authorized By Education Code 17620 (v)

Patrick Gaffney, Chief Business Official, introduced Elona Cunningham, Senior Associate from Jack Shreder & Associates, Inc., who presented the Developer Fee Justification Study, provided a background on the history of the developer fees, and explained that the developer fees adjusted in 2020 for the District are up to \$3.04 per square foot for residential and \$0.66 per square foot for commercial/industrial. Mini storage and agriculture are the exception, which are collected at the rate of \$0.02 per square foot and agriculture at the rate of \$0.25 per square foot. The collected Developer Fees are shared between the District and the San Mateo Union High School District, 60%/40% respectively. If one of the participating districts does not collect their full percentage, the other District may collect up to their justifiable amount, not to exceed \$4.08 for residential construction and \$0.66 for commercial/industrial construction. Ms. Cunningham recommended increasing the developer fees as presented through Resolution No. 03/20-21

The Board asked clarifying questions.

Public Comments:
None.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE RESOLUTION NO. 03/20-21 ADJUSTING DEVELOPER FEES AS AUTHORIZED BY EDUCATION CODE 17620. Passed with a motion by Kenneth Chin and a second by Alison Proctor.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Rebecca Hitchcock
Yes Alison Proctor
Yes Shara Watkins

6.3. Measure X Update

Tish Busselle, District Advisor, and Jose-Noel Cadiz, Director of Facilities, provided an update on the Phase I and Phase II projects as well as budget information associated with the projects. They noted that Phase I projects have been under construction since last year and Phase II projects are currently in the planning phase.

Board Clarifying Questions:

Trustees appreciated the update on the Phase I and II projects and wanted to know more about accessibility for building for the MPR at Sunnybrae, a cost analysis for stand-alone filter systems in the District, to identify timelines for the Phase II projects, to learn more about the timeline for the North Central project and for more information about the Bowditch project. They felt that there was the need for identifying a consultant for the North Central project rather soon.

Dr. Rosas said that the North Central project could be discussed in September in order to be ready to send out a Request for Proposal and start a conversation with the consultant.

Public Comments:

Randi Paynter was excited to see the Measure X Phase I projects have been completed but said that there are items that still need to be completed from Measure L. Her understanding was that Measure T would address COVID-19 health, hygiene and safety related projects. If Measure T passes, she wondered how quickly the renovations would be done and how these would be prioritized. She thought that HVAC projects should be a top priority if COVID-19 persists.

Jenna Carson thanked Dr. Rosas, her staff, and former and current Board for following through. She stated that she has been advocating for upgrades in the middle schools since her daughter was in kindergarten. She hopes that her school project will be done by January 2021 and was excited to hear about the New School in North Central. She advocated for community input and for a Phase II timeline. She commended the District for completing projects under budget.

Jen Kawakami thanked the District for the work and consideration and said that it doesn't go unnoticed. She asked to consider that every campus in the District has HVAC as it will become essential due to the extreme heat in the Bay Area, adding that this has become an equity issue.

Board Comments:

Trustee Chin appreciated that the presentation included budget information and thought that the new gym looks fantastic. He is looking forward to seeing Borel's and Abott's projects being completed. He suggested looking into purchasing off-the-shelf HEPA filters to address immediate needs due to COVID-19 instead of upsizing the HVAC systems for the meantime. He also thought that the discussion about the new North Central school should be agendaized for the September 10 Board meeting. He was also interested in further discussing the \$15 M shortfall on the Facilities Master Plan (FMP) for the modernization, renovation or possibly rebuilding of Bowditch Middle School. He wanted to know if the Bowditch gym is

included in Facilities Master Plan. Ms. Busselle responded that the Bowditch modernization and new gym are a top priority on the FMP. He thanked the construction team for collaborating with the District and allowing students to visit the projects and teaching them about the trade.

Trustee Proctor appreciated the presentation and shared that she drives by Beach Park School almost every day and enjoys seeing the new school. She is also looking forward to seeing the timeline for the Phase II projects and with the fires and COVID-19, she thought HVAC projects should be accelerated.

Trustee Watkins also appreciated the update and was happy to see the Bayside project completed. She thanked the District for moving along the projects and for being under budget. For transparency, she agreed with Trustee Proctor about having a timeline of the Phase II projects. She also requested to review projects related to COVID-19 such as safety, health, HVAC (should the Bond pass) and what the timeline would look like. She further agreed that the New Central School project be on the timeline to ensure that the project is moving along.

Ms. Busselle, on behalf of the District, thanked the Facilities Project managers, the general construction team, and the architects for their work.

Trustee Corzo agreed with the previous Board members expressed her excitement about the projects and thanked them for moving along quickly. She too stated that the new school project in North Central needs to be on the timeline and asked to agenda it for the September 10 Board meeting. She requested that the timeline be in communications including Facebook for families to be informed. She asked that the Homeowners Association of North Central San Mateo (HANCSM) be included in the community engagement outreach as well as Latinos Unidos en Cristo (a congregational church that provides support to many District families). She would like to see the project not be limited in space and have the opportunities to discuss cost efficiency. She was excited about the Phase I projects and would love to sit in neighborhood meetings when the opportunity comes. She stated that she is proud of the District's work.

Trustee Hitchcock agreed with the previous Board members about discussing the new school project in North Central at a regular Board meeting. She thanked everyone for the completion of the new gym and for their hard work. She asked to be mindful of cost efficiency, timelines, and of the need of HVAC in the buildings.

7. HUMAN RESOURCES

7.1. Variable Term Waiver (v)

Sue Wieser, Assistant Superintendent of Human Resources, recommended the Board to approve authorization for a waiver for teacher Chiu Chien as presented.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE AUTHORIZATION USING DEFINED EDUCATION CODE FOR CHIU CHIEN. Passed with a motion by Rebecca Hitchcock and a second by Shara Watkins.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Rebecca Hitchcock
Yes Alison Proctor
Yes Shara Watkins

7.2. Informed K-12 Contract for 2020-2021 (v)

Ms. Wieser presented the Informed K-12 Contract for 2020-2021 which will allow the District to implement electronic workflows, thus improving efficiencies by responding quickly and in an environmentally friendly way. She requested the Board to approve the contract as presented.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE CONTRACT WITH INFORMED K-12 TO DIGITIZE FORMS AND IMPLEMENT WORK FLOWS FOR THE DISTRICT. Passed with a motion by Kenneth Chin and a second by Shara Watkins.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Rebecca Hitchcock
Yes Alison Proctor
Yes Shara Watkins

8. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Trustee Corzo was excited about the start of a new school year and reported that it has been a smoother back-to-school week for her son. Her son was able to meet his teacher (social distancing) at Fiesta Gardens Elementary School. She was empathetic to parents

who didn't have the same experience. She commended everyone for their effort and resilience and hoped that students continue to make progress.

Trustee Proctor thanked the teachers, principals, and staff for the preparation that went into making the first week of school a success. She too reported having a smooth first week of school and was appreciative of everyone's work.

Trustee Hitchcock was also very excited for the start of a new school year and thanked the families, teachers, staff, and students for the smooth beginning.

Trustee Watkins welcomed back everyone and noted that we are still figuring out the new normal and making adjustments. She too thanked the staff and teachers for the continuous and tireless work and the different organizations who were involved in making the start of the new year a smooth one. She is looking forward to hearing about the next update on the progress of the school year. She reflected on the current situation with the virus and all the people affected by the fires and reminded everyone to support one another and take it one-day at-a-time.

Trustee Chin also reflected on the pandemic and the fires and acknowledged the hardship that everyone is experiencing. He thanked the staff for the time and effort spent in preparing for the new school year. He pointed out that the District has a Distance Learning Family Handbook and thought it was great. He also liked the Technology handout in English and Spanish. He congratulated Trustees Watkins and Corzo, and incoming Trustee Lisa Warren for starting a new term in December of 2020. He thanked Trustee Hitchcock for her service that will conclude in December of 2020 as well.

Dr. Rosas shared that the Distance Learning Family Handbook was created by several Principals. She thanked the Principals involved for their work.

Trustee Corzo shared that Puente de la Costa Sur (PUENTE) is collecting funds for farm workers and families in Pescadero, California. She encouraged everyone to Visit www.mypuente.org and donate to the Puente's South Coast CZU Fire Relief Fund.

Dr. Rosas reminded everyone of the Study Session on Saturday, September 5, 2020.

9. FUTURE MEETING DATES

August 24, 2020	7:00 PM	SMFCSD Education Foundation
August 24, 2020	7:00 PM	Executive Council Meeting - PTA
August 25, 2020	7:00 PM	SEDAC
August 27, 2020	6:30 PM	Coffee Chat
September 5, 2020	TBD	Special Board Meeting
September 8, 2020	7:00 PM	Equity Task Force
September 10, 2020	6:30 PM	Regular Board Meeting
September 24, 2020	6:30 PM	Regular Board Meeting

10. ADJOURNMENT

10.1. Adjournment (v)

The Regular Board meeting adjourned at 8:55 pm

Motion Passed: Passed with a motion by Shara Watkins and a second by Alison Proctor.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Rebecca Hitchcock
Yes Alison Proctor
Yes Shara Watkins

Date