

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

**SPECIAL MEETING~BOARD OF TRUSTEES**

April 09, 2020, 6:30 PM

Teleconference Meeting

<https://zoom.us/j/736434522> (to participate in the meeting)

+1 669 900 6833 (to listen to the meeting)

**1. CALL TO ORDER: 6:30 PM**

The Special Board meeting was called to order at 6:33 pm.

**2. ROLL CALL**

All Board members were present:

Kenneth Chin  
Noelia Corzo  
Rebecca Hitchcock  
Alison Proctor  
Shara Watkins

**3. APPROVAL OF AGENDA: April 9, 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

**4. STATEMENTS**

**4.1. Public Statements related to agenda item(s). Please limit statements to three minutes.**

None

**5. CONSENT AGENDA**

Trustee Proctor asked clarifying questions regarding the purchase of the Wi-Fi or hotspot devices and the contract with T-Mobile.

**Motion Passed:** The Consent Agenda 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

**5.1. BUSINESS/FINANCE**

**5.1.1. Purchase Order in Excess of \$45,000**

**5.1.2. Quote from T-Mobile to Provide Hotspot Service for Students in the District**

**6. SUPERINTENDENT SERVICES/BOARD**

**6.1. San Mateo-Foster City School District Response to COVID-19 Shelter-in-Place and Distance Learning Update**

Dr. Rosas gave an update on meals served by Child Nutrition Services.

Dr. Sarah Drinkwater, Assistant Superintendent of Student Services, gave an update on childcare for

health workers and noted that the District is on hold with the offer of childcare facilities with the County of San Mateo.

Dr. Rosas informed the Board that the contractors have been instructed to pause their work; however, some workers are still at a couple of schools to secure the sites before they close down.

David Chambliss gave an update on the distribution of Chromebooks and hotspots and on a survey that will go out to all families as the District moves to Phase II. He reported that they are still in the process of reaching out to the families and that the District will need 3000 Chromebooks and 500 hotspots. He also announced that in two weeks the District will have a web page available for support resources, including tutorial guidelines in English and Spanish. Professional Development Day for teachers will be April 20 and a planning day will be on April 21.

Sue Wieser, Assistant Superintendent of Human Resources confirmed that the District is moving forward conducting interviews online and hiring staff for next year. She also noted that the Human Resources and Fiscal Departments are bringing processes online and she hopes to extend these processes to other departments.

Dr. Rosas shared that the Equity Task Force (ETF) will schedule a meeting to review the proposed survey and discuss Phase II. She noted that there are many questions such as grading, summer school, and fall classes.

The Board had various questions around the number of hires needed in the District, the date when the survey will be sent out, methods of reaching out to students that are not joining as frequently to classes, distribution methods for Chromebooks and hotspots, Professional Development Day for teachers, and on demand translation services. They asked for a teaching plan for Special Education students. They also were wondering about school counselors; are they being utilized and if there is a support system in place.

The Board stated that they want to make sure that Chromebooks and hotspots are being distributed at sites that are accessible to families. They would like to see resources, such as tutorials on how to navigate Google Classroom, available to families and teachers.

#### Public Comments:

Katie Grohs, parent at Baywood Elementary School, asked about the requirements for the teachers moving forward in terms of instruction and connecting with students in Phase II. She thought that there is an opportunity to teach by video.

Melissa Larue said that Distance Learning does impact Special Education students disproportionately.

Karen Enj Toda was concerned with speech therapy.

Andrew Aquino thought that it is important for children to hear from their teacher and their principal. He wanted to stress that consistent communication is needed and that this can be achieved by daily check-ins with students.

Sandi Arata shared the same opinion as the previous speaker. She noted that contact with the teacher is important, especially in the Language Immersion program. She appreciated the hard work of the District during these difficult times.

Mark Payne, a parent at Highlands Elementary School, noted that some teachers are embracing Distance Learning and some others are finding it challenging. He thought that it would be better that all teachers engage virtually instead of just giving students packets.

#### Board discussion

Trustee Proctor shared her thoughts and experience with her family during the Shelter-in-Place order and Distance Learning. She echoed some of the comments made by the public. She noticed that her children crave face to face contact with their teachers, they like the connection as this provides them

with comfort and familiarity. She asked for a list of expenses and savings related to COVID-19 and for staff to keep the Board informed of the fiscal impact.

Trustee Chin thanked Dr. Rosas and her staff for the information presented and for all the updates. He stated that he hopes that we will experience normality soon.

Trustee Corzo thanked Saris Regis for donating \$5000 to offset the current expense of additional technology equipment for students. She asked the community to visit the San Mateo-Foster City Education Foundation webpage to and make a donation for students to have access to technology. She thanked Councilmembers Diane Papan and Amourence Lee for connecting with the District staff to secure this donation. She expressed gratitude for the hard work from the staff and thanked the parents for connecting to Zoom to attend the Board meetings. She shared that Gateway Learning Group is offering a 30-minute consultation via phone on mental wellness.

Trustee Watkins thanked everyone for the work done during these challenging times. She appreciated that the District, with an equity lens in mind, provided food, technology, and translation to students who need it. She would like to see more support for the families in Special Education. She asked if the District could create short video clips for parents. She also asked if SDC equipment could be sent home. She was glad that SEDAC was meeting and hoped they would overlap with the SLT.

Trustee Corzo thanked the Sanctuary Task Force and gave a summary of the Equity Task Force meeting. She is looking forward to more information on Distance Learning and on equity soon.

## 7. ADJOURNMENT

### 7.1. Adjournment (v)

The Special Board meeting adjourned at 8:44 pm.

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

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

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Board Secretary

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Date