

San Mateo-Foster City School District
Minutes
CLOSED/REGULAR MEETING~BOARD OF TRUSTEES
February 27, 2020, 6:30 PM

Closed Session Begins at 5:30 pm
Regular Meeting Begins at 6:30 pm
1170 Chess Drive
Foster City, CA 94404

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

2. RECESS TO CLOSED SESSION

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

2.2. COMPREHENSIVE SCHOOL SAFETY PLAN: TACTICAL PORTION (Education Code section 32281(f) and GOVT. CODE section 54957(a)).

2.3. GOVT. CODE 54957 - Public Employee Discipline/Dismissal/Release

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

2.5. CONFERENCE WITH LABOR NEGOTIATOR(S) (GOVT. CODE, Section 54957.6, subd. (a))

Agency Designated Representative: Board President

Unrepresented Employee: 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 6:30 pm.

3.1. Report out of Closed Session

None Reported.

3.2. Flag Salute

The Flag Salute was performed by 5th grade students from Meadow Heights Elementary School: Ryan Hetch, Jackson Griggs and Clint Schaumkel.

3.3. Roll Call

Four Board Members were present:

Kenneth Chin
Noelia Corzo
Rebecca Hitchcock
Alison Proctor

Absent:

Shara Watkins

3.4. Approval of Agenda: February 27, 2020 (v)

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

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock
Yes Alison Proctor
Absent Shara Watkins

3.5. Approval of Minutes: (V)

3.5.1. February 20, 2020 - School Visitations

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

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

3.5.2. February 13, 2020 - Special - Study Session

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
Absent Shara Watkins

3.5.3. February 13, 2020 - Regular Board Meeting

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
Absent Shara Watkins

4. RECOGNITION

4.1. Bowditch's *Seussical* Musical Performance

Drama students from Bowditch Middle School performed a piece from their latest musical performance, *Seussical*, led by Drama and Theater Director Krystal Burndon. Board members appreciated the choreography and singing, and thanked Ms. Burndon for her work and thanked the parents who attended in support of their children.

5. STATEMENTS

5.1. Public Statements Related to Non-agenda Topics:

Amy Fickenscher, parent of an SDC student at George Hall Elementary School, spoke about the closing of a Special Education class at Brewer Island and expressed concern with students being placed across the District. She is worried that teachers and students will be impacted by larger classes and asked for support. She also spoke about accountability as she stated that her child did not receive all the required minutes as outlined in his IEP. She is particularly concerned about parents that don't have the resources to ensure that their children are getting the services that they are legally entitled to.

Melisa LaRue, a parent of Special Education, was glad to learn about the recommendations made in the Special Education audit report as it gave her hope that there will be change. However, she felt that without the input from teachers and parents, the recommendations may be put on hold. She requested accountability by the District and involvement from stakeholders and to act promptly for the benefit of all students.

Katherine Pratt, SMETA Vice President and Grievance Chair, addressed the RSP caseload concern and noted that this has been an issue for a while in the District. She stated that most of the grievances in the District are related to Special Education. She spoke about caseload and noted that the majority of the teachers have the above recommended caseload of 28 students and that generally this means more work for the teachers, affecting the students and teachers' wellness. She spoke about the CDE waiver and requested the Board direct the District to present a plan for improvement that will benefit the students and the staff.

Stephanie Fraumeni, Principal of Meadow Heights Elementary School, spoke on behalf of Principals and Assistant Principals. Her statement was in response to the Special Education Audit report presented at the prior Board meeting. She shared that site administrators recognize the needs that Special Education has and the challenges that they face. However, she wanted to assure the Board that they are committed to supporting the Special Education administrators and that they are already working on a Special Education plan to improve services. She also noted that site administrators are involved in a number of groups and subgroups that focus and support Special Education, for example, Classified Professional Development, Districtwide Leadership Team, Labor Management Initiative, Equity Task Force, and SEDAC to name a few. They are also focusing on systems of communications with families for IEP processes. She shared that site administrators are feeling optimistic and that teachers and staff are working together for a rigorous, high quality, and equitable learning environment while partnering with families and communities to support all students.

Christy Rauch, 2nd grade Teacher at George Hall Elementary School, shared that she also attended the Study Session prior the Board meeting. She felt that teachers have been asked to provide their daily schedules and deliver ELD during non-instruction time. She asked for clarity around designated ELD and noted that the Study Session referenced challenges for teachers. She stated that the District operates on a top-down model and teachers ask to be part of a productive conversation as they are not receiving a clear and consistent message.

Jonathan Gold, Software Engineer, offered to volunteer in the District. He would like to get involved and help in the District as needed and provided his contact information.

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

5.3. Foundation/Committee Reports

Trustee Hitchcock shared that a subset of the SEDAC met in January and reviewed the bylaws. She announced that they are seeking parent representatives from each school to attend the SEDAC meetings. The next SEDAC meeting is scheduled for March 24 at 7pm.

Trustee Chin reported that he and Trustee Proctor attended the SMCSBA dinner where they talked about the Multi-tier System of Support (MTSS). He also attended the Sanctuary Task Force meeting where they discussed membership and the future of the Task Force.

Trustee Corzo shared that on February 18 the Equity Task Force met and Nicole Anderson, Facilitator, video-conferenced in. They reviewed norms and the team split in subcommittees to work.

5.4. Announcements

Trustee Hitchcock announced that the next SEDAC meeting is on March 24 at 7:00 pm.

Trustee Chin shared that the City of San Mateo is working on their General Plan process. They will conduct a series of roadshows to obtain community input: College Park Elementary School on March 3, San Mateo High School on March 7, San Mateo City Hall on March 9, and LEAD Elementary School on March 12. He encouraged everyone to check the City of San Mateo website for more information. He also announced that submissions for Annual Trash-to-Art contest are due March 27 at noon and that 3, 4, and 5 grade levels are encouraged to participate. For more information check the RethinkWaste website at <https://rethinkwaste.org/schools/school-contests/>.

Trustee Corzo announced that Love North Central is back on May 16 at the King Center. They are looking for sponsors. She encouraged everyone to attend and spread the word. For additional information check out their website at <https://hancsm.wordpress.com/love/>

5.5. Superintendent Report

Dr. Rosas reported that the Home Room Committee met and Kevin Fong from Kevin Mullin's Office, John Nibbelin from County Council and Jessica Mullin attended the meeting. They discussed legislation that has been passed. Jessica Mullin reported on the Home for All Initiative. They are planning to create a survey for cities and districts. They also want to do a surplus land analysis. Home for All will meet again on March

12 at the San Mateo County Office of Education at 8 am. The next meeting for the Home Room Committee Meeting will be on April 21.

Dr. Rosas shared that the Trustees visited the following schools on February 20: Meadow Heights, Beresford and Laurel Elementary Schools. She thanked the schools for hosting the visitations.

She also shared that LCAP engagements have been completed at Bayside and Abbott. There will be three additional LCAP engagements: March 3 at Bowditch, March 10 at North Central in Spanish with English translation, and March 24 - SEDAC at the District Office.

She explained that there are continuing concerns about Covid 19 and an update to staff and families was sent. She asked that we keep these tips in mind:

- Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use an alcohol-based hand sanitizer.
- Avoid touching eyes, nose, and mouth with unwashed hands.
- Avoid close contact with people who are sick.
- Stay home when sick.
- Cover a cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces.

She also explained that there have been questions about closing schools and that the Districts will follow whatever direction is given. Districts are working on a pandemic plan and the District will send further information as it becomes available. Stay tuned for more updates.

Dr. Rosas noted that members of the special education team have already attended a preliminary meeting with the SELPA to begin to meld the requirements of the PIR, Disproportionality Work and the Audit findings into a single actionable plan. District staff including Exec Cabinet will be attending a full day workshop with the SELPA on this topic on Monday and then a series of communication efforts will begin. A further report will be made to the Board in March. She thanked the Special Education staff and the support team for their work and dedication.

Dr. Rosas ended by recognizing the loss of one of our former teachers, Karin Pickard. Karin started her career in 1981 and had recently retired. Even in retirement she could be found substitute teaching, chaperoning field trips and working in the school gardens. Condolences were expressed to her family.

6. PROPOSED CONSENT AGENDA (v)

Trustee Proctor thanked the District for including brief comments on the warrant list.

Motion Passed: Passed with a motion by Alison Proctor and a second by Rebecca Hitchcock.

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

6.1. EDUCATION/STUDENT SERVICES

6.1.1. NPS Contracts

6.1.2. Comprehensive School Safety Plans: Non-Tactical Portion

6.2. BUSINESS/FINANCE

6.2.1. Abbott Middle School- Metal Shade Structure- Porter Corp/Poligon Inc.

6.2.2. Borel Middle School - New Gym and Classrooms - Palace Business solutions

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

6.2.4. Listing of Payments to Meet District Expenditures

6.2.5. Gifts Presented to the Schools

6.3. HUMAN RESOURCES

6.3.1. Assignments Noted for Individuals Listed

6.3.2. Resignations, Releases, and/or Retirees

6.3.3. Certificated Seniority List - Revised

7. SUPERINTENDENT SERVICES/BOARD

7.1. Update from the Equity Task Force

David Chambliss, Assistant Superintendent of Educational Services; Tenea Nelson, Parent of Parkside Montessori School; Patrick Hurley, Principal of Foster City Elementary School; and Carolyn Mish, former student of Bowditch Middle School gave an update on the work done with the Equity Task Force (ETF). They informed the Board of the Equity Task Force timeline noting that most recently, Nicole Anderson has become their facilitator leading the group in a common understand of equity. They reviewed their current work and shared that that the ETF has formed three subcommittees to focus on the areas of academic progress, LGBTQ+ students and staffing. They also spoke about the challenges that the ETF faces, for example, limited quantifiable data available for LGBTQ+ students. They also reported that they are in the process of identifying actions for Board recommendation and they are looking into developing an equity impact plan/tool for measuring the recommended actions.

Public Comments:

Randi Paynter appreciated hearing about the important work that the ETF is doing but wanted to know if the ETF will address areas of concerns other than those discussed in the subcommittees. She wondered if the Board will address those questions directly to the ETF.

Board Comments:

Trustee Proctor asked if the EVS survey included questions recommended by the ETF and for a timeline for the Board to receive the recommendations. Principal Hurley and Mr. Chambliss responded that questions were included in the EVS survey and Ms. Nelson stated that one item that has been discussed, for example, is magnet schools.

Trustee Corzo, liaison of the ETF, commented that the ETF has a lot of work ahead and that is important that the work is aligned with the Board's goals. The ETF has gone through different levels of learning due to the diversity in membership. Board members have expressed desire that the ETF take on certain issues, but the ETF is still in the learning stages. She felt that now that they have a new facilitator, the ETF is moving at a faster pace. She expressed appreciation for the time the ETF group has dedicated and explained that the work can be complex.

Ms. Nelson shared that the ETF is empowered to make change and that their goal is to make sure that the work of the ETF is aligned with Board goals and objectives.

Trustee Chin acknowledged that the work of the ETF can be hard and complex. He thanked the ETF for their hard work.

7.2. Resolution No. 19/19-20 - Funding for Schools and Communities First Act (v)

Dr. Rosas presented the Schools and Communities First initiative, Resolution No. 19/19-20 which could result in additional funding for California schools. She noted that the deadline to file signatures for the initiative is April 14, 2020. She recommended the Board adopt the Resolution in support of the Schools and Communities First initiative as specified in Initiative 19-008

Patrick Gaffney, Chief Business Official Patrick (CBO), noted that the Resolution presented would secure funding for basic aid districts throughout California.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES ADOPT RESOLUTION NO. 19/19-20 IN SUPPORT OF THE SCHOOLS AND COMMUNITIES FIRST INITIATIVE AS SPECIFIED IN INITIATIVE 19-0008. 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

Absent Shara Watkins

7.3. Resolution No. 18/19-20 Recognizing the Importance of the 2020 Census (v)

Dr. Rosas recommended the Board pass Resolution No. 18/19-20 recognizing the importance of the 2020 Census. She noted that the Census is every 10 years and it will start in April 2020.

Board Comments:

Trustee Corzo shared that St. James AME Zion Church will have a volunteer training day on February 28 from 6-8 pm. She encouraged everyone to visit the center for information or assistance regarding the 2020 Census.

Board Comments:

Trustee Chin commented that it is important for everyone to participate in the Census and be counted regardless of immigration status.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES PASS RESOLUTION NO. 18/19-20 RECOGNIZING THE IMPORTANCE OF THE 2020 CENSUS. 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

Absent Shara Watkins

8. EDUCATION/STUDENT SERVICES

8.1. District English Learner Advisory Council (DELAC) & District Advisory Council (DAC) Update

David Chambliss, Assistant Superintendent of Educational Services; Dale Rogers, Coordinator for English Learner Support Services; Paul Torres, Newcomer Teacher; Mia Bennett and Erin Felix, Teachers on Special Assignment gave an update on the District English Learner Advisory Committee (DELAC) and the District Advisory Committee (DAC). They reviewed the importance of the DELAC, which advises the District on educational programs and systems for English Learners. The also talked about essential practices, a roadmap for English Learners, information about the ELL Snapshot, Middle School Newcomer programs, and Long Term English Learners (LTEL) programs. They shared that the goal is that all students are reclassified before leaving the District.

Public Comments:

Katherine Pratt, Teacher at George Hall Elementary School, thanked everyone for the presentation and asked questions about the ELL Snapshot. She noted concerns that teachers had with the F&P level and asked if the levels have been adjusted.

Board Comments:

Trustee Chin thanked everyone for the presentation. He thought that the information provided showed a good baseline for the programs. He liked the goal of reclassifying all students and suggested creating an infographic illustrating to parents the importance of reclassification. He also asked to look into ways of promoting the program by partnering with community partners for additional support for the students. He offered the Board's support for this important work.

Trustee Proctor asked for clarification on the different levels of participation in the ELL program and if middle school students are still receiving ELD content. She also wondered if there is summer learning for these students. Ms. Rogers responded that the program is being designed to provide one period in middle school. In addition, the District is working on a Newcomer pathway program and that the District provides summer classes.

Trustee Corzo thanked them for the presentation. She shared that as a former English Learner, she appreciated the work that the District has done as this type of program makes a life-long impact on the students. She noted that collaboration among teachers and sites is important as well. She felt that progress has been made to fill the gaps and that the program is moving in the right direction. She is looking forward to

hearing more about it.

8.2. Elementary School Science Instructional Materials Adoption

Mr. Chambliss, Assistant Superintendent of Educational Services; Alicia Heneghan, Director of Curriculum and Instruction for Elementary Schools; Ian Kastelic, Teacher on Special Assignment; and Ana Lazar, Teacher presented the Elementary School Science Instructional Materials Adoption. They talked about the timeline, process, implementation needs, new teacher methodologies, and professional learning plans.

Board Comments:

Board members thanked the group for the presentation. They liked that Twig will serve all students, including EL and Special Education students. They asked about examples of the new teaching approach, the media requirements for Twig, the number of teachers involved in the pilot and if the cost of the new adoption was included in the budget. They also wanted to make sure that the role out of the program starts in the summer so that teachers have enough time for implementation.

The team responded that teachers use guided-method in the classrooms for teaching science and that Twig is for TK-5 grade students. Currently, the District uses FOSS to teach science but this material is not aligned with NGSS. Thirty teachers participated in the pilot program and the cost for purchasing the material is included in the budget.

9. BUSINESS/FINANCE

9.1. 2020-2021 Budget Development Calendar (v)

CBO Gaffney presented the 2020-2021 Budget Development Calendar and asked the Board for approval as presented.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE 2020-2021 BUDGET DEVELOPMENT CALENDAR. Passed with a motion by Alison Proctor and a second by Rebecca Hitchcock.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Yes Alison Proctor

Absent Shara Watkins

9.2. Measure X Phase II Project Updates - Bowditch, George Hall, and Sunnybrae

Tish Busselle, Advisor to the Superintendent, gave an overview of the Measure X Phase II Projects for Bowditch, George Hall, and Sunnybrae. She reviewed what has been accomplished to date, the next steps, timeline, and budget.

The Board members thanked Ms. Busselle for her leadership and work with the District. They had questions around building codes and wanted to make sure that the modular options wouldn't be precluded from architectural designs. They would like to look at the two-story options and wanted to make sure that solar systems are incorporated in the designs.

9.3. Modification of AR 3311 Bids (v)

CBO Gaffney reviewed the modified AR 3311-Bids and asked for Board approval as presented. He indicated that the modified language is to prevent slow down in construction projects and noted that staff will provide the Board with routine information with each change order as they occur.

Public Comments:

Randi Paynter thought that the modified AR 3311 was similar to what was presented at a prior Board meeting. She noted that the Board needs to know of all the District expenditures. She suggested weekly Board meetings to address change orders. She urged the Board to be fiscally responsible.

Board Comments:

The Board had questions around the \$45,000 cap and if it is accumulative. They also asked if this expense would appear in the \$45,000 and under report. CBO Gaffney responded that the \$45,000 is for individual change orders and that the Board would be ratifying after the fact.

The Board felt that they could not meet weekly. Most Board members recognized the urgency of moving projects along and accepted the modified language on the AR 3311. One Board member felt that the Board is ultimately responsible and couldn't support the revised language.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE MODIFIED AR 3311 AS PRESENTED. Passed with a motion by Noelia Corzo and a second by Rebecca Hitchcock.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Rebecca Hitchcock
No Alison Proctor
Absent Shara Watkins

10. HUMAN RESOURCES

10.1. San Mateo Elementary Teachers Association (SMETA) Initial Proposal for the 2020-2021 Reopener Negotiations with the San Mateo-Foster City School District

Assistant Superintendent of Human Resources Sue Wieser presented the San Mateo Elementary Teachers Association initial proposal for the 2020-2021 reopener negotiations.

10.2. Notice of Public Hearing SMETA Initial Proposal for 2020-2021 Reopener Negotiations

At 9:49 pm, Trustee Corzo opened the Public Hearing regarding the San Mateo Elementary Teachers Association's (SMETA) initial proposal for the 2020-2021 reopener negotiations with the San Mateo-Foster City School District. As there were no comments, the Public Hearing closed at 9:49 pm.

10.3. San Mateo-Foster City School District Initial Proposal for the 2020-2021 Reopener Negotiations with San Mateo Elementary Teachers Association (SMETA) (v)

Ms. Wieser presented on the San Mateo-Foster City School District initial proposal for the 2020-2021 reopener negotiations with the San Mateo Elementary Teachers Association (SMETA) and asked the Board for approval as presented.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE DISTRICT'S INITIAL PROPOSAL FOR THE 2020-2021 REOPENER NEGOTIATIONS WITH THE SAN MATEO ELEMENTARY TEACHER ASSOCIATION (SMETA). 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
Absent Shara Watkins

10.4. Notice of Public Hearing- District Initial Proposal for the 2020-2021 Reopener Negotiations with San Mateo Elementary Teachers Association (SMETA)

At 9:50 pm, Trustee Corzo opened the Public Hearing regarding the San Mateo-Foster City School District's initial proposal for the 2020-2021 reopener negotiations with the San Mateo Elementary Teachers Association (SMETA). As there were no public comments, the Public Hearing closed at 9:51 pm.

10.5. Resolution No. 17/19-20 - Reduction in Particular Kinds of Services for 2020-2021 (v)

Sue Wieser presented Resolution No. 17/19-20 Reduction in Particular Kinds of Services for 2020-2021 and asked the Board for approval as presented.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE RESOLUTION NO. 17/19-20 TO REDUCE PARTICULAR KINDS OF SERVICES AND DECREASE A CORRESPONDING NUMBER OF CERTIFICATED EMPLOYEES, AS NECESSARY, TO ADDRESS POSSIBLE CHANGES TO PROGRAM SERVICES. Passed with a motion by Rebecca Hitchcock and a second by Alison Proctor.

Yes Kenneth Chin
Yes Noelia Corzo

Yes Rebecca Hitchcock
Yes Alison Proctor
Absent Shara Watkins

10.6. Skipping and Tie Breaking Criteria

Ms. Wieser reviewed the annual process of "Skipping" and "Tie Breaking" criteria used to determine the order of teacher lay-off.

11. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Trustee Chin was pleased with the EL presentation. He appreciated the connection with the Study Session held earlier in the day.

Trustee Corzo is looking forward to the Equity workshop with Nicole Anderson on March 21. The ETF is looking into focusing on priorities that are aligned with Board actions. More information about it will be shared in later meetings.

12. FUTURE MEETING DATES

Dr. Rosas encouraged everyone to review the listing for future meetings:

| | | |
|----------------|--------------|--------------------------------------|
| March 10, 2020 | 6:00 pm | DAC/DELAC Meeting |
| March 12, 2020 | 4:30 pm | Special Board Meeting Study Session |
| March 12, 2020 | 5:30/6:30 pm | Closed Session/Regular Board Meeting |
| March 16, 2020 | 7:00 pm | Association Meeting - PTA |
| March 17, 2020 | 7:00 pm | Equity Task Force |
| March 19, 2020 | 7:55 am | School Visitations |
| March 23, 2020 | 7:00 pm | SMFCSD Education Foundation |
| March 24, 2020 | 7:00 pm | SEDAC Meeting |
| March 26, 2020 | 5:30/6:30 pm | Closed Session/Regular Board Meeting |

13. ADJOURNMENT

13.1. Adjournment (v)

The Regular Board meeting adjourned at 10:00 pm.

Motion Passed: Passed with a motion by Alison Proctor and a second by Rebecca Hitchcock.

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

Board Secretary

Date