

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

REGULAR MEETING~BOARD OF TRUSTEES

January 16, 2020, 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 OF NON-PUBLIC SCHOOL CONTRACT(S) FOR THE 2019-2020 SCHOOL YEAR.

2.2. 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 Board Meeting started at 6:37 pm

3.1. Report out of Closed Session

Nothing reported out of Closed Session.

3.2. Flag Salute

The Flag Salute was led by 5th grade students Gisel Espino Huerta, Danahy Ramirez, Lesly Sanchez, Geraldine Gabriela Segura, and William Hofsteede of Park Elementary School.

3.3. Roll Call

All Board members were present:

Kenneth Chin
Noelia Corzo
Rebecca Hitchcock
Alison Proctor
Shara Watkins

3.4. Approval of Agenda: January 16, 2020 (v)

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

3.5. Approval of Minutes: December 19, 2019 (v)

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

4. RECOGNITION

4.1. Resolution No. 15/19-20 for Carole Groom

The District honored Carole Groom, San Mateo County Board Supervisor, for her contribution and support to the District and presented her with a Resolution, which the Trustees read aloud.

Trustee Corzo thanked Supervisor Carole Groom for her leadership, commitment, and advocacy in the community and the District.

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. STATEMENTS

5.1. Public Statements Related to Non-agenda Topics:

Lisa Denney, a Parkside parent, petitioned the District to follow through with the decision of building a middle years program and allocating the necessary resources. She shared that she joined the District because she values the Montessori Program but she is concerned with the District's ability to maintain it. She noted that the work cannot rest solely on Principal's Tahai. In addition, she requested support for the teachers and parents as parents are ready to work with the District.

Terri Falvey is a new parent at Parkside Montessori School. She moved to the area from Chicago. She shared that she chose to live in San Mateo because of the Montessori Program in this District. She asked how the District plans to support the building of a Montessori program and to share that information with the parents. She also requested a full time Teacher on Special Assignment (TOSA) for the next three years.

Dan Denney, a Parkside Montessori parent, also asked for commitment on building the middle years program and to share the planning with the parents. He felt that the District needs to improve communications with the parents and noted that Principal Tahai needs help from the District as the available resources are not enough to build a strong program.

Mary Hamilton has a child in Kindergarten at Parkside Montessori. She requested that the Board create a specific plan for the middle years program. She shared that she herself was a K-4 Montessori student and that she did not feel challenged when she was moved out of the Montessori system. She fears that her children may experience the same. She stated that she chose Parkside Montessori because of the opportunity of expansion. She asked that the District provide a full-time TOSA, allocate funding, provide facilities that will meet the program's needs, fund a Montessori coach, and provide training for Montessori teachers.

Marilynn Kaplan has a child in 1st grade at Parkside Montessori. She also requested that the District follow through with the promise of building a middle years program at Parkside and provides the necessary resources for it. She asked the District to hire a TOSA to design and implement a strong program for both TK-5 and the expansion. She also requested that the District share information with the Parkside Montessori parents about the plan for the program.

Rebecca McGahey, parent of two children at Parkside Montessori, also advocated for the building of the middle years program and for providing the necessary resources to ensure that the program is successful. She stated that she and other parents volunteer numerous hours to the school to support the students of Parkside and that she would like to see the District commit to supporting teachers, staff, and students the same way that parents do. She requested confirmation from the Board that the program will be implemented and funded at least for the first few years.

Connelly Murphy, a parent of two children at Parkside Montessori, petitioned the District to follow through on the building of the middle years program and to provide the necessary resources. She too asked to fund a TOSA, provide clarification and transparency on the funding of the program and its growth. She noted that it has been five years since the Board approved the middle years program and felt that parents have not been fully informed about the planning and development of it.

Jill Pevear has two children at Parkside Montessori. She spoke about the need of a solid program with trained Montessori teachers. She felt that Parkside has an excellent Principal but the school also needs a full time Montessori trained TOSA for the TK-5 and middle years programs.

Winnie So has a daughter in Kindergarten at Parkside Montessori and spoke about her support for the allocation of funding for the Parkside Montessori expansion program. She was excited when she learned about the expansion program but felt that the District has failed her. She quoted Albert Einstein "Insanity: doing the same thing over and over again and expecting different results." and shared her thoughts about it. She asked the Board to formalize the plan and provide the necessary resources for the expansion of the middle years program.

Chris Stallings, a parent of two students at Parkside Montessori, stated that he is pleased about the District's commitment to build a middle years program and hopes that it is implemented. He shared that he has been a teacher for 26 years and that he feels that now Parkside Montessori has an incredible Principal and an active PTA. He also stated that Parkside will need a full-time TOSA assigned to the program.

Josh Turner shared that he has been a parent of Parkside since 2011 and that he would love to see a robust middle years program for his daughter but he believes that there are challenges that need to be addressed in order to build a successful program. He stated that there are students in the program that have not had Montessori trained teachers in the classrooms. He is grateful for Principal Tahai's leadership and noted that the parent community supports him. He asked that the District recruit Montessori teachers and provide support for the TK-5 and expansion programs.

Dr. Rosas noted that she has met several times with Principal Tahai and Assistant Superintendent of Educational Services David Chambliss to write the plan for the K-5 and middle years expansion. She noted that the conversations included funding, coaching, and the need for teacher certification, which Principal Tahai will be sharing with parents and staff.

Public Comments... continued:

Steven Davis spoke about the installation of an interior fence at George Hall Elementary School due to a student eloping the school campus last fall. He stated that as security professional, he saw four security failures in locating the student during the incident: inappropriate student supervision by the staff, school perimeters, school personnel response procedures, and community support assistance. He felt that an interior fence won't alleviate the issue. He enumerated suggestions to face these type of situations and recommendations on how to prevent such incidents in the future. He believes that the District should work together with local law enforcement, City Councils, and other local agencies to determine failing points in this incident.

Fred Baer spoke as an individual of the community about the upcoming \$380 million Measure L bond from the San Mateo Union High School District, however, he felt that the funds need to be distributed equitably throughout the District. He pointed out that the San Mateo-Foster City and the San Mateo High School District have different fund allocating systems and that the new bond measure needs to be equitably distributed and to provide a fair-share to Foster City for the promised and missing facilities, including District's facilities. He asked the Board for support and cooperation.

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

5.3. Foundation/Committee Reports

Trustee Hitchcock attended the Special Education Professional Development on January 6. She also attended the PTA Council meeting on January 13, and on January 15, she attended the SEDAC meeting where they discussed the bylaws and how to improve communication.

Trustee Watkins reported that she attended the San Mateo-Foster City Education Foundation (Ed Foundation) on January 13 and announced that the Read-a-Thon is on January 25 with two events: 1) at the Foster City Library from 2-3:30 pm and at the San Mateo Main Library from 6-7:30 pm. She shared that the Run-2-fund will be on Memorial Day this year and that the Ed Foundation is planning a Gala on October 23.

Trustee Proctor reported that she attended the PTA Council meeting where they discussed ways the PTA can support the schools and how to manage reimbursements made to the District. She noted that the PTA Council is planning an

Education Night and more information will come. She also attended the Communications Committee but left the details of the discussion to Ms. Dianna Willoughby since she was presenting on the topic at the Board meeting.

Trustee Chin attended the Labor Management Initiative (LMI) planning meeting and the LMI meeting. He reported that they discussed the Measure V funds. He also attended the Sanctuary Task Force meeting on January 16 where the team discussed policies and addressed immigrant student support. As a Sanctuary School District, they also discussed issues such as communication with students, staff, and parents about immigration rights. They will meet again next month.

Trustee Corzo reported that she attended the Equity Task Force meeting and that on November 15 they selected a new classified member from Baywood Elementary School, Denise Fornier, due to a member leaving the group for personal reasons. She also attended the Sanctuary Task Force where they discussed community relationships and the make up of the team.

5.4. Announcements

Trustee Proctor reported that she, Trustee Chin, and Dr. Rosas attended the San Mateo School Boards Association meeting (SMCSBA) – Legislator Forum. At this Forum were three candidates that are running for seats and Jerry Hill, Kevin Mullin and Mark Burman. There was an opportunity to ask questions related to advocating for education. She and Trustee Chin shared a video called IVoteForKids. More information can be found at ivoteforkids.com.

Trustee Corzo shared that the King Field will have a Grand Opening on January 23. She wished everyone a Happy New Year and recognized Martin Luther King’s birthday.

Trustee Chin reminded everyone that the Kent Awards applications are due in February. The Home for All Educator Housing meeting is on January 21. He shared that this committee has City representatives that have joined to find possible solutions for educator housing and affordable housing in general. He encouraged everyone to attend.

6. PROPOSED CONSENT AGENDA (v)

Dr. Rosas requested to remove Item 6.1.1-NPS Contracts.

The Proposed Consent Agenda was approved, excluding Board Item 6.1.1.-NPS Contracts.

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

6.1. EDUCATION/STUDENT SERVICES

6.1.1. NPS Contracts

6.2. BUSINESS/FINANCE

6.2.1. Bayside New Gym Project-Change Order 003 Rodan Builders, Inc

6.2.2. New Elementary School in Foster City - Second DSA Inspector of Record (IOR) Services

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

6.2.4. Listing of Payments to Meet District Expenditures

6.2.5. Resolution No. 14/19-20 - Surplus Equipment

6.2.6. 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

7. SUPERINTENDENT SERVICES/BOARD

7.1. Communications Update

Dianne Willoughby, Coordinator of Community Services, and Kristi Puls, Abbott Middle School PTA President, reviewed the District's Communications practices and plans for the remainder of the year.

Board Comments:

The Trustees thanked Ms. Willoughby and Ms. Puls for the presentation.

Trustee Watkins asked if there could be a place on the District's website for publicizing events and meetings of high interest to the public. She asked if this can be integrated into the work of the Communications Committee as the Board is very interested in hearing from the community.

Trustee Hitchcock noted that she is excited to be part of the Communications Committee and thanked Ms. Willoughby for her work.

Trustee Corzo appreciated the focus and asked whether the information gathered is available in other languages. Ms. Willoughby responded that the Google translation button is available. Trustee Corzo would like to see a flyer made that includes instructions for parents on how to use the translator feature.

Trustee Chin thought it was a good idea to look at the messages on the Great Schools site and that the District's website can be used for giving visibility to Facilities projects, thus building community.

Trustee Proctor thought that adding videos would be of great value to incoming parents. She is looking forward to more community events being posted and stated that she is proud of the District's work.

Trustee Corzo also thought that the District's website could be used to showcase future events, new facilities, celebrations as well as being a venue to show voters the District's accomplishments and needs.

7.2. CSBA Annual Education Conference (AEC) Information Sharing

Trustees Corzo, Chin, and Proctor and Superintendent Rosas attended the CSBA Annual Education Conference last December. Trustee Corzo reported that she attended several workshops including Community Partnership on Equity Policy Development, Lessons in Implementing Equity, and Developing an Early Frame Work in Order to Increase Learning Opportunities for All Students. She had the opportunity to hear from different districts on their work in Equity, processes and key points. Trustee Proctor shared that she attended the New Board Member workshop and several other workshops including Riding the Social-Emotional Roller Coaster, Closing the Achievement Gap, The School Budget Roadshow, Equity for Students with Disabilities, Brown Act Do's and Don'ts. She also shared highlights about the Youth Cinema Project, which focused on social-emotional empowerment and achievement through film-making. Trustee Chin attended various workshops including one related to facilities, policies updates, and undocumented students. He shared a presentation about a budget roadshow put together by Solano Beach School District and a video called Music Emerging Experience of San Gabriel School that added a music program into curriculum to improve their low academic performance. Dr. Rosas shared that there were several presentations on Equity. She also mentioned that the Napa Valley School District has now established Wellness centers and that the District may want to look into their program as we may be interested in implementing a Wellness program as well. She also suggested looking into other districts regarding Inclusion. She further shared that CSBA offers a self-evaluation tool that focuses on the work of the Board and that she will bring this information for the Board to consider using it.

Trustee Watkins noted that she wasn't able to attend but thanked everyone for sharing the highlights from the conference. She is particularly interested in having information gathered at these seminars transferred to actions in our District.

8. BUSINESS/FINANCE

8.1. Naming Process for the New Elementary School in Foster City

Tish Busselle, Advisor to the Superintendent, reviewed the process of naming the New Elementary School in Foster

City. She noted that the District plans to involve the community in this process and that there will be forms and criteria available for nominating the school name at the end of January. She shared the following timeline for the naming process:

- February 28, 2020 - Nominations are due.
- March 2020 - Consideration of nominated names by representative District/Foster City Community Task Force.
- March/April 2020 - Submission of recommended name/s to the Board of Trustees.
- April 23, 2020 - Board of Trustees action.

8.2. Adoption of Parcel Tax Oversight Committee Bylaws (v)

Patrick Gaffney, Chief Business Official, requested the Board to approve the proposed Parcel Tax Oversight Committee Bylaws that address the purpose, duties, composition, eligibility, terms of service, duties, meetings, attendance, and reports of the committee. He noted that this committee ensures that the Measure V funds are spent appropriately.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES ADOPT THE BYLAWS FOR THE PARCEL TAX OVERSIGHT COMMITTEE. 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

9. HUMAN RESOURCES

9.1. Substitute Teacher Salary Increase (v)

Sue Wieser, Assistant Superintendent of Human Resources, proposed the Board the following pay rate increases for substitute teachers effective January 1, 2020:

- Day to Day Substitute Teacher pay rate increase from \$150 to \$180 per day
- Long Term and Permanent substitute teacher pay rate increase from \$185 to \$225 per day. The long-term rate is applied to Substitute Teachers who work 21 days or more in the same assignment and Permanent Substitute Teachers who agree to work daily in any assignment, as needed.

Ms. Wieser also proposed the following as additional incentives to Day to Day Substitute Teachers that work in multiple districts:

- Day to Day Substitute Teachers who work more than 15 days in the District will be paid \$190 per day beginning with the 16th day
- Day to Day Substitute Teachers who work 30 days or more in the District will be paid \$200 per day beginning with the 31st day

She shared that increasing the pay rate will help the District attract and retain new substitute teachers, assist in filling absences, and provide continuity of learning for students.

Motion Passed: IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE SALARY INCREASE FOR SUBSTITUTE TEACHERS EFFECTIVE JANUARY 1, 2020. 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

10. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Trustee Proctor asked to consider doing budget road shows for the community to understand the budget as it will increase transparency.

Trustee Chin stated that he understands that the District has already a lot going on but would like for the District to look into the music program he shared from CSBA.

Trustee Hitchcock asked for an update on the fence at George Hall Elementary.

11. SUPERINTENDENT REPORT AND FUTURE MEETING DATES

Dr. Rosas reminded everyone of the upcoming meetings:

January 21, 2020 7:00 pm Equity Task Force
January 23, 2020 8:10 am School Visitations
January 28, 2020 6:00 pm DAC/DELAC Meeting
January 30, 2020 4:30 pm Special Board Meeting Governance Workshop
January 30, 2020 6:30 pm Regular Board Meeting
February 3, 2020 7:00 pm Executive Council Meeting - PTA
February 4, 2020 8:05 am School Visitations
February 13, 2020 4:30 pm Special Board Meeting
February 13, 2020 6:30 pm Regular Board Meeting
February 20, 2020 8:00 am School Visitations
February 24, 2020 7:00 pm SMFCSD Education Foundation
February 27, 2020 4:30 pm Special Board Meeting
February 27, 2020 6:30 pm Regular Board Meeting

12. ADJOURNMENT

12.1. Adjournment (v)

Board Secretary

Date