

# San Mateo-Foster City School District

## MINUTES

### CLOSED SESSION/REGULAR MEETING~BOARD OF TRUSTEES

May 12, 2022

Closed Session Begins at 5:00 pm | Regular Meeting Begins at 6:30 pm

#### 1. CALL TO ORDER: 5:00 P.M.

#### 2. RECESS TO CLOSED SESSION

**2.1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Pursuant to Government Code section 54956.8) - Property: Knolls School, 525 42nd Avenue, San Mateo, CA.- Price and Terms of use of Property.**

**2.2. GOV. CODE 54957 PUBLIC EMPLOYEE EVALUATION/DISCIPLINE/DISMISSAL/RELEASE: SUPERINTENDENT EVALUATION**

**2.3. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION. Significant exposure to litigation pursuant to 54956.9(b): 2 cases**

#### 3. RECONVENE TO REGULAR MEETING

The regular Board Meeting was called to order at 6:35 pm.

##### 3.1. Report out of Closed Session

Nothing to report at this time.

##### 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: May 12, 2022 (v)**

**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

### **3.5. Approval of Minutes: April 28, 2022 (v)**

**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

## **4. STATEMENTS**

### **4.1. Public Statements Related to Non-agenda Topics:**

#### **Public Comments:**

Mrs. Carson made a comment and congratulated Cindy Chin for her new position as Principal of Sunnybrae Elementary School.

Rena Korb made a comment regarding the LCAP survey and indicated that she was unable to answer questions related to teachers since parents have not had the opportunity to meet teachers this year.

Carmen, parent of a 6th grade student at Borel Middle School, made a comment and requested clarification on the shelter in place process when kids are arriving late to school.

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

### **4.3. Foundation/Committee Reports**

Trustee Corzo reported that the Sanctuary Task Force met today and that she was not able to attend.

#### **4.4. SMETA/CSEA/SMEAA Updates**

Alicia Aragon thanked Dennis Hills and Anne Smith for the fabulous celebration at the Administrative Assistant / School Office Specialist celebration yesterday and also took the opportunity to thank all the classified staff for everything they do. Furthermore, congratulated Ravendra Singh for receiving the first CSEA Employee of the Month Award for being a hero and stopping the fire at Bowditch Middle School.

Julie MacArthur congratulated Christian Rubalcaba for his new position as the Director of School Leadership . Also acknowledged everyone who was so great to our teachers last week for teacher appreciation week and added that she is looking forward to the coffee cart that has been promised. Also indicated that the sites have started the assessment this week.

#### **4.5. Announcements**

Trustee Warren announced that this week is Nurses Week and wanted to acknowledge our 4 District nurses: Catherine Lee, Marilyn Ponce de Leon, Christina Hirsch, Nicole Monozon.

Trustee Proctor announced that she attended the Anne Musical at Abbott Middle School last week and added that it was a great and wonderful performance.

Trustee Corzo announced that next weekend she will be going to a Delegate Assembly in Sacramento and that the voting registration deadline for our County is June 23.

Trustee Chin congratulated the Jefferson School District for the opening of the workforce housing tomorrow, the first educator housing in this area.

#### **4.6. Superintendent Report**

Superintendent Ochoa, reported that Ravendra Singh, custodian at Bowditch Middle School will be receiving a surprise that we are very excited about and thanked him and honored his contributions . Also thanked our Classified Employees for their work that they do at the school campuses and extended the recognition and acknowledgement for what they do for our District.

### **5. PROPOSED CONSENT AGENDA (v)**

Trustee Warren asked item 5.1.3 be pulled from the consent agenda.

Marcella McCollun asked item 5.3.2 be pulled from the consent agenda.

**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

## 5.1. STUDENT SERVICES

### 5.1.1. Ratification of 2021 2022 Non Public School (NPS) Contracts

### 5.1.2. Ratification of 2021 2022 Non Public Agency (NPA) Employee Contracts

### 5.1.3. Special Education Settlement Agreement

Superintendent Ochoa indicated that this item is a Special Education Settlement Agreement resolving claims fully and finally regarding educational services through the end of the 2022-23 regular school year and this Agreement does not constitute, nor shall it be construed as, an admission of liability by the District or by Parents/Student for any purpose resulting from informal settlement negotiations outside of, and prior to any, litigation proceedings and administrative recommends that he board approve the settlement agreement in the amount not to exceed \$81,488.10.

#### Public Comments

None

#### Board Comments:

None

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

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

## **5.2. BUSINESS/FINANCE**

**5.2.1. Contracts & Consultants \$45,000 and Under**

**5.2.2. Listing of Payments to Meet District Expenditures**

**5.2.3. Purchase of kettle mixers and tilting skillet braising pan in the Central kitchen.**

**5.2.4. Addenda 3 between the District and Bartos Architecture for District Wide Toilet Rooms**

**5.2.5. Purchase of Water Bottle Filling Stations, Phase II - Keller Supply Company**

**5.2.6. New North Central Elementary School - Subsurface Geophysical Survey and Soil Management Plan - Roux Associates, Inc.**

**5.2.7. George Hall Multipurpose Building - HMC Architects Amendment No. 5**

**5.2.8. Synthetic Turf Improvements at Multiple District Sites - Purchase of Turf from American Sports Construction**

**5.2.9. Multi-Sites Turf Project (Brewer Island, Audubon, Bayside Academy, George Hall, and Fiesta Gardens) - Robert A. Botham, Inc. Contract**

**5.2.10. Bowditch Middle School - New Science & Drama Buildings - KGCS Inspections (IOR)**

## **5.3. HUMAN RESOURCES**

**5.3.1. New Hires and Assignment Changes**

**5.3.2. Personnel Report: Resignations, Releases, and/or Retirements**

Superintendent Ochoa indicated that this item is the release, resignation and retirement report and added that the section at the top of is a list of employees being released or resigned from their positions and down below for classified employees with the same scenarios.

Sue Wieser added that some of the resignations are employees taking other positions in the District and they are not leaving our District

**Public Comments:**

Marcella McCollum requested to have a tracking system to identify why teachers and administrators are leaving our District or schools. To have an exit process for when teachers leave our district and would like to have a system of tracking to identify patterns.

**Board Comments:**

Trustee Chin inquired about if the District offers the exit interviews and also if the new positions will be effective at the end of the school year.

Superintendent Ochoa confirmed that the separations are effective at the end of the school year. Also indicated that the District will definitely take a closer look at the exit interviews and confirmed that we reach out to employees who are leaving the District and have those interviews and that it is also part of the strategic plan moving forward.

Trustee Corzo indicated that she has concerns about the turnover at Abbott and it is not ideal but is also excited for the District employees who are moving to other roles and it is a good idea to have conversations about some of the turnover.

**Motion Passed:** Passed with a motion by Trustee Chin a second by Trustee Proctor.

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

**6. SUPERINTENDENT SERVICES/BOARD**

Sue Wieser congratulated Cynthia Chin for her position as the new Principal of Sunnybrae Elementary School.

Cynthia Chin expressed her excitement to join the San Mateo - Foster City School team and to get started.

Sue Wieser also welcomed Dr. Ryan Haven as the new Teacher on Special Assignment for Multi-tiered Systems of Support.

Dr. Haven expressed that it is a pleasure to join the San Mateo - Foster City School District family.

Sue Wieser additionally welcomed Dr. Christian Rubalcaba as the new Director of School Leadership at the District office.

Dr. Christian Rubalcaba expressed that he is excited to transition into this new role and continue to advocate for students across the district in support of the strategic plan and is excited about the collaboration.

### **6.1. Approval of 2022-2023 Board Meeting Calendar (v)**

Superintendent Ochoa indicated that tonight's presentation is a review of meeting dates, as well as board meeting structure and board meeting process heading into the 2022-2023 school year and the recommendations moving forward regarding how our district will conduct these meetings.

#### **Clarifying Questions From The Board:**

Trustee Chin wanted to clarify that we will continue to have the virtual and in person option for all of our meetings for a year, one regular meeting per month, one study session and move the closed session after the regular session.

Noelia Corzo inquired about how we would communicate these changes to the public.

Superintendent Ochoa confirmed that Trustee Chin's questions were all correct and indicated that the process to create awareness in the community about these school board meeting changes is to agendaize in our upcoming board community workshops and also will take advantage of the district's strategies that we use to communicate with families like our newsletters, email, podcast and our youtube live stream.

#### **Public Comments:**

The following members from the public made comments about this items:

Rena Korb  
Marcella McCollum  
Randi Paynter

#### **Board Comments:**

Trustee Watkins indicated that she appreciates the proposal and the changes. It will allow us to dig in more thoughtfully and gather community input before the student sessions.

Superintendent Ochoa suggested that if things don't work at any time we could go through a process to talk about it and to make a change.

Trustee Chin, expressed that this is a big change but it is a positive one. Continuing with online meetings is good and allows people to attend and provide comments. Great move and all in favor.

Trustee Corzo was excited about the change and added that we still want to be transparent and continue with hybrid meetings, to record the meetings and post them on the website.

Trustee Warren indicated that she is in favor of the changes, likes the idea to have the study sessions and to talk about the topics closer.

Trustee Proctor expressed that she has been enjoying the board study session and it is a good idea to change the process.

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

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

## **6.2. First Read of Proposed Changes to: Board Policies (Conduct, Discipline, Questioning/Apprehension) and Administrative Regulation (Discipline)**

Superintendent Ochoa indicated that we have reviewed these items at our previous meeting and what we have tonight is a list of policies that are recommended for adoption at a future school board meeting. This gives the opportunity to comment. The information is related to over suspension, negative effect on students and it also includes the discipline matrix.

### **Clarifying Questions From the Board:**

Trustee Proctor, made a comment about some of the asterisks on the document and their meaning.

### **Public Comments:**

The following members from the public made comments about this item:

Rena Korb  
Randi Paynter  
Marcella McCollum



Superintendent Ochoa informed that the District plans to add more counseling services at the District especially at the Middle School to address the expected increase in behavior incidents. Also added that another very important topic to discuss is the student use of social media as a vehicle to cause harm and to create division among students in our schools. We are pursuing the use of the yondr pouches for next year and we believe it will make a big difference in the daily harm that is caused to teenagers.

Additionally, Students Services will work to train and to prepare our staff with incidents of bullying. This will have the opportunity to bring students together to open spaces to talk about what they are going through and to help them become part of the solution. The combination of those different components; additional counseling, the professional development, the more restricted technology use policy that will be proposed to the board in addition to these very intentional well-resourced opportunities for teenagers to come together next year on their campuses to talk about coming to school and allow it to be a bully free place.

#### **Board Comments:**

Trustee Corzo expressed that she is happy that we are doing this. The yondr pouches are very effective, it helps students to focus. These new discipline changes will lead to a better experience for students.

Trustee Watkins shared that these are the right changes that we are making and that she is interested in looking more about the implementation and plans.

Trustee Chin thanked Superintendent Ochoa for the discipline matrix and indicated that we are moving in the right direction.

Trustee Proctor thanked everyone that worked on the policies and the matrix. She added that this is a good approach and more focused on moving forward rather than getting kids in trouble. Also inquired about how we would monitor that this is being implemented across the district.

Superintendent Ochoa informed us that one of the strategies we use is our system for warehousing the information related to disciplinary incidents in the district is the AERIES program. Part of the strategic plan is that we are being visible on campus to support and monitor.

Trustee Proctor inquired about why parents would not be notified about the tobacco use since it is a health issue and would like to know the rationale of that.

Dennis Hills indicated that it is a good question and that he was not in the committee with the team but will find out what their thinking rationale was and will follow up.

Trustee Warren expressed that she likes the item on how the matrix takes into account restorative practices, likes the idea that we are acknowledging that many students had had a very different approach to socialization in the last two years, that we are taking that as the first step and likes what she is seeing and appreciates the work that has been done.

## **7. EDUCATION SERVICES**

### **7.1. Middle School History/Social Studies Materials Review and Discussion**

David Chambliss made a report and indicated that he is happy to share step one in the instructional materials adoption where we are coming to present to the board for information this evening with the staff proposal for adoption of a new Middle School History and Social Studies TCI curriculum. He also shared that a committee of middle school teachers and district leads have led the piloting of several different history/social studies curricula this 2021-22 school year. The committee came to a consensus on adopting the Teacher's Curriculum Institute (TCI) "History Alive!" and "Geography Alive!" programs (copyright 2019). The curriculum materials will be on display at the District Office for teacher, parent, and community viewing in the IMC. Staff will provide information to the Board at the May 12, 2022 meeting and propose adoption of the curriculum by the Board at the May 26 2022 meeting. TCI printed and digital curriculum materials are proposed for purchase at a cost of \$800,000. Professional development from TCI to support implementation for the curriculum is included in the cost.

Mr. Chambliss concluded by thanking the teacher who participated.

#### **Clarifying Questions From The Board**

Trustee Chin thanked Mr. Chambliss for the presentation and inquired about if this will be the only curriculum used all year round.

David Chambliss responded to Trustee Chin's question and confirmed that yes it is the only curriculum that the 6th - 8th grade teacher will be used as the core curriculum

Trustee Watkins inquired about if the culturally responsive content is coming from the curriculum or from our staff and the teachers. Also inquired about if there was a specific process that was used to determine the culturally responsiveness.

Mr. Chambliss responded to Trustee Watkins' questions and indicated that it is coming from two sources, both sort of standard evaluation of all the curriculum and the perspective of the teachers. Also indicated that the process was facilitated by staff from the San Mateo County Office of Education and that included the State curriculum.

Trustee Proctor inquired about if the teacher will have time for training to begin with the new curriculum in the fall.

David Chambliss indicated that teachers will have Professional Development opportunities for training in June and August.

**Public Comments:**

None

**Board Comments**

Trustee Watkins thanked David Chambliss for the presentation and expressed that this is very important but had some concerns about the process and speed.

Trustee Chin indicated that he is in favor of the new curriculum but he is also concerned about the timeline.

Trustee Corzo shared that she likes the idea that the new curriculum is more culturally responsive and that is positive and as a board would like to gain a better understanding of what other boards are adopting.

Trustee Proctor expressed that she is happy to hear that both teachers and students will be getting this curriculum and is looking forward to hearing more about this. Concluded by thanking David Chambliss for the information.

Trustee Warren thanked everyone for the information and input.

David Chambliss indicated that typically a year is standard to adopt a new curriculum and in the case of our science curriculum we attempted to follow that same timeline and it was a combination of a group of science teachers that were incredibly passionate about having a curriculum that lived the NGSS standards and we came to vote in a timeline that brought this to you in a year. The difference this year for the history and social studies teachers came together. They reviewed and looked at the piloted the two curriculum and actually one vote was completely unanimous around TCI.

Trustee Chin and Proctor thanked David for the presentation.

**9. HUMAN RESOURCES**

**9.1. Title: Resolution No. 27/21-22 - Classified Employee Appreciation Week (V)**

Sue Wieser indicated that this evening for action we have for the Board the resolution for Classified Employee Appreciation Week, May 15 through 21st has been declared

classified school employee appreciation week and it is recommended for the Board of Trustee to adopt the resolution honoring the district's classified employees.

### **Clarifying Questions From The Board**

None

### **Public Comments:**

None

### **Board Comments:**

Trustee Warren, thanked all the classified employees for their hard work.

Trustee Chin, also thanked the classified employees and highlighted that without classified employees we would not be able to operate.

Trustee Corzo thanked the classified employees for their amazing work and expressed her sincere gratitude.

Trustee Watkins mentioned that classified staff were the first to support students when we return from covid and indicated that we are so grateful for all they have done.

Trustee Proctor expressed that classified employees played an important role in our student's lives and hope they know how much they are appreciated and repeated the quote Alicia Aragon said earlier that they are "The glue that holds everything together".

### **9.2. AB 1200 Public Disclosure of Collective Bargaining Unit Agreement with San Mateo Elementary Teachers Association (SMETA)**

Sue Wieser indicated that on April 11 the District and SMETA reached a tentative agreement on successor negotiations and it was ratified and attached for information are the disclosed forms which summarizes the financial implications of the major provision of the agreement and respectfully request that the board receive the AB 1200 Public Disclosure forms for information as presented.

### **Clarifying questions from the board**

None

### **Public comments:**

None

**Board comments:**

None

**9.3. Approval of the SMFCSD and SMETA Tentative Successor Agreement for 2022-2025 and Salary Schedules (V)**

Sue Wieser indicated that presented for your approval this evening is the SMETA Tentative Successor Agreement for 2022-2025 and Salary Schedules. The major provisions of the agreement are listed, it includes a 3% increase next year for the 2022-23 school year as well as the 3% increase for the 2023-24 school year and respectfully request that the Board approve the tentative agreement and the salary schedule as presented.

**Clarifying questions front he board**

None

**Public comments**

None

**Board comments:**

All Board members thanked SMETA and the bargaining committee for their hard work on this and indicated that we are in a good place .

**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

**9.4. Public Hearing on California School Employees Association (CSEA Chapter 411 Initial Proposal for 2023-2024 Reopener Negotiations with San Mateo-Foster City School District (SMFCSD)**

Sue Wieser respectfully requested that the Board conduct a public hearing on the initial proposal from CSEA for the 23-24 school year, a two year salary agreement was negotiated with SMETA and we are hoping to do the same with CSEA.

Public hearing opened at 9:33 pm

**Public Comments:**

None

Public hearing closed at 9:33 pm.

**9.5. California School Employees Association (CSEA), Chapter 411 Initial Proposal for 2023-2024 Reopener Negotiations with the San Mateo-Foster City School District (SMFCSD)**

Sue Wieser indicated that presented to the Board this evening is the initial proposal for the 23-24 reopening negotiations, there are only two articles that will be open one is the salary and the other one for benefits and these are the initial contract proposals must be presented in public and recorded as part of the public records and respectfully request that the Board of Trustees receive for information.

**Clarifying Questions From The Board**

None

**Public comments:**

None

**Board comments:**

None

**9.6. Public Hearing on San Mateo-Foster City School District (SMFCSD) Initial Proposal for 2023-2024 Reopener Negotiations with California School Employees Association (CSEA) Chapter 411**

Sue Wieser indicated that respectfully ask the Board of Trustee to conduct a public hearing for the district's initial proposal for reopening negotiations with CSEA.

Public hearing opened at 9:35 pm

**Public Comments:**

None

Public hearing closed at 9:36pm

**9.7. San Mateo-Foster City School District (SMFCSD) Initial Proposal for 2023-2024 Reopener Negotiations with the California School Employees Association (CSEA), Chapter 411**

Sue Wieser indicated that presented to the Board for action is the district's initial proposal the reopening of negotiations with CSEA and we are also opening two articles 21 and 23 for compensation and benefits and respectfully request that the board approve the district's initial proposal.

**Clarifying Questions From The Board:**

None

**Public comments:**

None

**Board Comments:**

None

**9.8. Approval of the Participation in the Reduced Workload Program (V)**

Sue Wieser indicated that she respectfully request the participation of two teachers in the reduced workload program know as Billy Brown and added that this will allow the teachers to prior to retirement work part-time and received full service credit as they transition into retirement.

**Clarifying Questions From The Board:**

None

**Public Comments:**

None

**Board Comments:**

None

**Motion Passed:** Passed with a motion by Trustee Chin a second by Trustee Proctor.

Yes    Kenneth Chin

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

## **10. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS**

Trustee Watkins indicated that she would like to follow up on study sessions and board policies and to bring back for conversation regarding our relationship with the police departments.

Trustee Chin thanked Superintendent Ochoa and the district office staff and members of the Borel Middle School because we were able to communicate in a much faster way and process during the shelter in place this morning and is really thankful.

Trustee Proctor thanked Mr. Singh for keeping everyone safe during the Bowditch fire and she is glad that we were able to recognize him. Also wanted to remind everyone about Mr. Lee at Audubon, her thoughts are with him and his family and origami cranes are being made for him.

## **11. FUTURE MEETING DATES**

May 17, 2022 - Special Board Meeting - School Visitation

May 26, 2022 - Regular Board Meeting

May 31, 2022 - Special Board Meeting - School Visitation

## **12. ADJOURNMENT**

The regular board meeting adjourned at 9:43 pm.

The board member went back to closed session

The closed session adjourned at 10:18 pm.

### **12.1. Adjournment (v)**

**Motion Passed:** Passed with a motion by Trustee Proctor a second by Trustee Warren.

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



---

Board Secretary

---

Date