

**SAN MATEO - FOSTER CITY
SCHOOL DISTRICT**

REGULAR BOARD MEETING
02/23/2023 05:30 PM
1170 Chess Drive, Foster City, CA 94404

MEETING MINUTES

1. **CALL TO ORDER: 5:30 P.M.**
2. **CONVENE TO REGULAR MEETING**

- A. **Flag Salute**

The flag salute was led by Trustee Watkins.

- B. **Roll Call**

The following board members were present:

LaTisa Brooks
Kenneth Chin
Alison Proctor
Shara Watkins

- C. **Approval of Agenda: February 23, 2023**

Motion Passed: Passed with a motion by Trustee Brooks a second by Trustee Proctor

Yes LaTisa Brooks
Yes Kenneth Chin
Yes Alison Proctor
Yes Shara Watkins

- D. **Approval of Minutes: December 15, 2022**

Motion Passed: Passed with a motion by Trustee Proctor a second by Trustee Brooks.

Yes LaTisa Brooks
Yes Kenneth Chin
Yes Alison Proctor
Yes Shara Watkins

3. **STATEMENTS**

- A. **Public Statements Related to Non-agenda Topics:**

Drew requested to be added to a list to receive invitations to board meetings.

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

C. Foundation / Committee / PTA Council Reports

Trustee Proctor mentioned that on February 9, she met with Foster City City Council, where they spoke about the update of Bowditch Middle School. Also attended a Board Community Workshop at San Mateo Park School, where they focused on Math, and lastly attended the Inagi visit to Foster City.

Trustee Chin said he attended the Education Foundation meeting last week, where they discussed the Gala.

Marissa PTA council indicated that they have \$50,000 dollars in donations and have been working with the Diverse and Equity Committee and are thankful for partnering with them.

D. SMETA / CSEA / SMEAA Updates

Katherine Pratt reported that this month they had a tour of five school sites during school hours. A lot of data was received, and she is interested in upcoming conversations. Also spoke about the Middle School MOU block schedule and indicated that half of the middle school people voted for the election.

Alicia Aragon reported they now have a safety committee. Also indicated that Human Resources is doing its best to retain classified positions, and there are many open positions to continue with the district. Thanked Suzanne Ronzani, Confidential Administrative Assistant, for everything she does in the Human Resources Department.

Amanda Goll, Foster City Principal, spoke about the Best Buddies Program at the school, where about 100 students participate in lunch activities, and that this is a nationwide program to make connections and friendships.

Leah Pason, Foster City Assistant Principal, indicated that they are working with Arts for All every week, where they have trained art teachers with standards-based lessons. They provide clay, paint, and drawing activities, and they are happy they partnered with them this year.

Nelson Hunter, Laurel Elementary Principal, spoke about the importance of students attending school and a questionnaire for counselors.

Natalie Delahunt, Assistant Principal at Laurel, indicated they had the school doors contest decorating for black history month and added that they had a beautiful experience and a lot of fun.

E. Announcements

Trustee Chin indicated that the Borel Middle School Drama performance would be happening March 3-5.

F. Superintendent Report

Superintendent Ochoa congratulated the students at College Park and North Shoreview Montessori for being recognized as one of the California Distinguished Schools. Also indicated that administrators and teachers from the schools attended the ceremony in Los Angeles to represent their colleagues and expressed that he is happy that they are doing a great job. Also took this opportunity to congratulate all the district's schools for their hard work. Lastly, Superintendent Ochoa indicated that he visited three schools this week, Beresford, George Hall, and Meadow Heights thanked the principals and staff for the warm welcome.

4. PROPOSED CONSENT AGENDA (v)

Trustee Proctor asked to pull item 4B1.

A. BUSINESS/FINANCE

- 1. Ratification of Contracts & Consultants \$45,000 and Under**
- 2. Approval of Resolution No. 25/22-23 - Disposal of Equipment**
- 3. Amendment 3 to Resolution 33/20-21 Approving Certain Products or Manufacturers as District Standards**
- 4. Approval of District Expenditure Report**
- 5. Approval of Agreement with Geovisions**
- 6. Ratify Change Order 3 to Crown Worldwide Moving and Storage, Inc. for HVAC Replacement Phase I Project**
- 7. Ratify Amendment 1 to Consolidated Engineering Laboratories for George Hall Elementary New Multi-Purpose Building Project**
- 8. Ratify Amendment 1 to Cleary Consultants Inc. for Districtwide Synthetic Turf Phase I Project**
- 9. Ratify Change Order 1 to Graybar Electrical Company Inc. for HVAC Replacement Phase II Project - Switchgear Equipment**
- 10. Ratify Contract to KLG Inspections Inc. for HVAC Replacement Phase II - Inspector of Record Services**
- 11. Ratify contract to Delta Bay Construction for Water Bottle Fillers Group 3 Phase II**
- 12. Ratify Contract to Eichler Associates, Inc. Districtwide HVAC Phase II Project - Commissioning Services**
- 13. Ratify a contract to Engie Services USA, Inc for Solar PV Systems at 12 sites**

B. EDUCATION SERVICES

- 1. Approve CSMA Art4Schools Visual Arts Contract**

David Chambliss indicated they intended to add Highlands, College Park, and Beach Park Elementary Schools to the program and that they will be adding them to the list. Also confirmed that they have the intention to add the programs at all the schools.

Motion Passed: Passed with a motion by Trustee Brooks and a second by Trustee Chin.

Yes LaTisa Brooks
Yes Kenneth Chin
Yes Alison Proctor
Yes Shara Watkins

C. HUMAN RESOURCES

- 1. Personnel Report: New Hires and Assignment Changes**
- 2. Personnel Report: Resignations, Releases, and/or Retirements**
- 3. SMFCSD AND SMETA Middle School Block Schedule MOU AGREEMENT**

D. STUDENT SERVICES

- 1. 2022-2023 NPA Contract Summary**
- 2. Approval of Overnight Field Trip**
- 3. Approval of Overnight Field Trip**

Motion Passed: Passed with a motion by Trustee Chin and a second by Trustee Brooks.

Yes LaTisa Brooks
Yes Kenneth Chin
Yes Alison Proctor
Yes Shara Watkins

5. SUPERINTENDENT SERVICES / BOARD

A. Interview and Selection of Candidate for Provisional Appointment to the Board of Trustees (V)

The following is a list of the candidates:

Jean Beal
Mariam Galvarin
James Sell
Katie Diec
Maggie Trinh
Kasturi Basu
Randi Paynter
Andrew Reback
Fred Baer

Each candidate had a five-minute presentation to the Board.

Public Comments:

There were a good number of people that had comments regarding this item. Their focus was to support and advocate for their favorite candidate.

The Board of Trustees announced the top three candidates:

James Sell, Maggie Trinh, and Randi Paynter

Each candidate had the opportunity to answer two-minute questions from each board member.

Trustee Brooks nominated Maggie Trinh for the provisional appointment to the Board of Trustees position.

Motion Passed: Passed with a motion by Trustee Brooks and a second by Trustee Proctor.

Yes LaTisa Brooks
Yes Kenneth Chin
Yes Alison Proctor
Yes Shara Watkins

B. Swearing-in and Administration of Oath of Office to Provisional Board Member if Appointed.

Superintendent Ochoa and new Board member Maggie Trinh read the Oath of Office for the school board member with the San Mateo - Foster City School District in the County of San Mateo.

C. Approval of Equity Task Force Resolution, Phase 2 (V)

Superintendent Ochoa indicated that tonight's Phase 2 resolution is from the School District and Administration, a very strong resolution to the board on the process of having a series of reforms to create more equity.

Clarifying Questions from the Board:

None

Public Comments:

Gene McKenna commented about this item.

Motion Passed: Passed with a motion by Trustee Brooks and a second by Trustee Proctor

Yes LaTisa Brooks
Yes Kenneth Chin
Yes Alison Proctor
Yes Shara Watkins

Yes Maggie Trinh

6. HUMAN RESOURCES

A. Approval of Resolution for Reduction of Classified Services for 2023-2024 (V)

Diana Tavares indicated that the resolution of reduction of classified services that will be in the amount of 20.98 FTE and all of those positions they are currently being funded by the PTA and the reason to reduce is since we don't know if we have the funding from the PTA and Education code indicates we need to inform the employees of this reduction by march 15th.

Clarifying Questions from the Board:

Trustee Trinh inquired if this process is done annually.

Public comments:

Amy Connors, PTA Council Treasurer, commented about this item and focused on the acknowledgment that a million dollars of PTA to cover critical staff positions is a huge burden on PTAs. The PTA cannot make commitment budgets for the future year until late June

Marisa, PTA Parliamentarian, inquired about who is being supported at what schools and how that varies from current staffing levels.

Anya indicated that she echoes the previous comment about looking at what schools can fund positions and what schools aren't, especially at a title one school. We should probably look at funding so that this isn't happening every year.

Board Comments:

Trustee Proctor indicated that she values every employee in the District and doesn't know if this should be part of our budget where we are committing to these positions that matter and that these people have secure jobs.

Trustee Watkins would like to see an overview of how we fund positions so that the public and the board have a better understanding of the process.

Trustee Brooks indicated that she is unsure of the history, but if it was funded by the district, it should be reversed because these are very important positions.

Trustee Chin expressed that he agrees with everyone here that we need to look at this with the board and provide some security that is very critical for the kids and for the teachers as well.

Trustee Trihn commented that the staff doesn't feel invested; they have contact with families and students. Would like to see them stay at the schools.

Motion Passed: Passed with a motion by Trustee Chin and a second by Trustee Brooks.

Yes LaTisa Brooks

Yes Kenneth Chin
Yes Alison Proctor
Yes Shara Watkins
Yes Maggie Trinh

B. Review of Skipping and Tie Breaking Criteria

Diana Tavares indicated that a school district might deviate from terminating a certificated employee in order of seniority if a district has a specific need for personnel to teach a specific course or course of study, or to provide services authorized by a Pupil Personnel Services credential as the certificated employee has special training and experience necessary to teach that course or course of study or to provide those services, which others with more seniority do not possess.

The District may need to reduce and eliminate particular services and lay off a corresponding number of certificated employees. The attached “Skipping and Tie Breaking Criteria for Layoff” document identifies how the District will determine the order of layoff for certificated teachers in hard-to-fill positions and positions that require special authorization, in addition to how ties will be broken for employees with the same seniority date. The adoption of “skipping” and “tie-breaking” criteria will allow the District to retain teachers in specialized teaching areas to preserve programs in the event that the layoff of certificated employees becomes necessary.

Public Comments:

Pierce expressed that he would hope that the district could, if necessary, skip retaining, say, a math teacher who is currently working under an English Language Arts credential.

C. Approval of Resolution for Reduction of Particular Kinds of Certificated Services for 2023-2024 (V)

Diana Tavares informed that the Education Code section 44955 authorizes the San Mateo-Foster City School District to reduce and/or eliminate particular kinds of services provided by certificated employees due to declining enrollment, reduction or elimination of certain funds, and/or District needs. The Board of Trustees may lay off not more than a corresponding number of the certificated employees of the district at the close of the school year.

The recommendation for reducing particular kinds of certificated services for the 2023-2024 school year in the attached resolution is based on the following:

- Reduction in positions funded by the Parent-Teacher Association (PTA) is due to the uncertainty of PTA funding. The PTA adopts its budget for the 2023-2024 school year after the statutory deadline to provide layoff notices.
- Grant funded positions that will no longer be funded after the current school year.

Clarifying Questions from the Board:

Trustee Trinh inquired about the position and what would happen if they could not raise the money or if that position went away.

Public Comments:

Jen indicated that she has been teaching in the District for a very long time and would like some clarification on where you are suggesting to cut.

Motion Passed: Passed with a motion by Trustee Proctor and a second by Trustee Brooks.

Yes LaTisa Brooks
Yes Kenneth Chin
Yes Alison Proctor
Yes Shara Watkins
Yes Maggie Trinh

7. STUDENT SERVICES

A. Approval of Special Education Prioritization Resolution (V)

Superintendent Ochoa indicated that in our district, over 1,300 children receive special education services through their Individualized Education Program (IEP). These students are entitled to a Free Appropriate Public Education (FAPE) as outlined in the Individuals with Disabilities Education Act (IDEA), including the right to access the general education curriculum to the greatest extent possible. The San Mateo-Foster City School District Special Education Program has historically faced challenges in ensuring that every student with special needs is provided a Free and Appropriate Public Education, resulting in a culture where families seek services elsewhere or pursue legal remedies to seek necessary changes.

This resolution seeks to establish a new set of actions to create systems to pursue FAPE, ensure high-quality inclusion practices, and create accountability measures tied to public transparency.

The Board of Trustees reviewed and discussed this proposed resolution at last month's Regular Meeting of the Board.

Board Clarifying Questions:

None

Public Comments:

Amy Connors, a parent with a child with special education needs, requested more funding for special education students.

Anya, Special Education Teacher, indicated that this resolution sounds lovely and hopes we have learned from the past. She inquired about the next piece when things don't work and when the teachers have no training, and she wants to make sure these kids are supported.

Marcela appreciates the resolution and would like the district to focus on supporting the needs of special education students. Also suggested that the District partner with local universities to recruit local educators.

Motion Passed: Passed with a motion by Trustee Proctor and a second by Trustee Trinh.

Yes LaTisa Brooks
Yes Kenneth Chin
Yes Alison Proctor
Yes Shara Watkins
Yes Maggie Trinh

8. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Trustee Chin congratulated new Trustee Maggie Trinh and indicated he is glad to have her on board and looks forward to working with her. Also indicated that for a future agenda item, he would like to bring a governance team meeting to reinforce what Maggie said and also would like to go over our policies that are now changing that next week is the end of the pandemic emergency authorization. Lastly, Trustee Chin expressed that he is very happy that we are going solar.

Trustee Proctor informed us that the state of emergency for Covid 19 is ending soon and is curious how that would impact the school district in terms of funding for testing and if there is anything that we should be aware of it is going to change. Also, she was looking at the agenda builder and wanted to make sure we are staying on track, and it looks like we are due for a school construction update. Lastly, also congratulated and welcomed Trustee Trinh and offered their support.

Trustee Brooks welcomed Trustee Trinh and indicated that she is not the newest anymore and is a pleasure working with her.

9. FUTURE MEETING DATES

Regular Board Meeting:

- March 23, 2023
- April 27, 2023

Board Study Session:

- March 9, 2023 - Early Literacy
- April 13, 2023 - Culturally Responsive Curriculum & Practices

10. PUBLIC COMMENT ON CLOSED SESSION ITEMS

Public Comments:

Pierce from Bowditch indicated that he would love to know what kind of questions are being asked and what kind of information is being gathered on the exit interviews with respect to discipline, dismissal, and release.

The board recess to closed session at 9:31 pm

11. RECESS TO CLOSED SESSION

- A. Existing Litigation (Gov. Code §54956.9(1)(d)) – Case #2022110786**
- B. Existing Litigation (Gov. Code §54956.9(1)(d)) - Case No. 2022120543**

C. Non-Reelection of Probationary Certificated Employees (v)

D. Public Employee Discipline/Dismissal/Release, pursuant to Government Code 54957

12. RECONVENE TO OPEN SESSION

A. Report of Closed Session

By a vote of five to zero, two probationary certificated employees were non-re-elected from certificated employment effective June 30th, 2023

A majority of the board voted five to zero to approve a compromise agreement in the office of administrative hearings Case #2022110786 to resolve claims against the district in exchange for specified funding for tutoring and parent attorneys fees incurred in this matter

A majority of the board voted five to zero to approve a compromise agreement in office of administrative hearings Case No. 2022120543 to resolve claims against the district in exchange for specified funding for reimbursement for student private placement.

13. ADJOURNMENT

A. Adjournment (v)

Motion Passed: Passed with a motion by Trustee Proctor and second by Trustee Brooks.

Yes	LaTisa Brooks
Yes	Kenneth Chin
Yes	Alison Proctor
Yes	Shara Watkins
Yes	Maggie Trinh

The Regular Board Meeting adjourned at 9:35 pm.