

MEETING MINUTES

“The San Mateo – Foster City School District educates, inspires, and empowers every student in every school every day to live, lead, and learn with integrity and joy.” ~Vision Statement~

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

2. CONVENE TO REGULAR MEETING

A. Flag Salute

Trustee Watkins led the flag salute.

B. Roll Call

The following board members were present:

LaTisa Brooks
Alison Proctor
Maggie Trinh
Shara Watkins

C. Approval of Agenda: December 14, 2023

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

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

D. Approval of Minutes: October 26, 2023 and November 16, 2023

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

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

3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

Public Comments:

None

4. RECESS TO CLOSED SESSION

- A. GOV. CODE 54957 PUBLIC EMPLOYEE EVALUATION: SUPERINTENDENT

5. RECONVENE TO OPEN SESSION

- A. Report of Closed Session

President Watkins stated that there was nothing to report

6. STATEMENTS

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

None

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

- C. Foundation / Committee / PTA Council Reports

Trustee Watkins stated that she could not attend the Equity Task Force but asked Nancy Bui to summarize the meeting. Nancy indicated that they spoke about the protocol for future presentations.

Colleen Sullivan indicated that January 19 - February 2 is their 8th Annual SMFCSD Foundation Read-A-Thon, and they are getting ready and working on the details.

- D. SMETA / CSEA / SMFCAA Updates

Katherine Pratt, SMETA President, gave an update focusing on the calendar voting, which is coming soon and will be approved for 3 years, and also congratulated teachers for reaching their permanent status.

Douglas Garish, Audubon Principal, spoke about their Spelling Bee event at the school, with about 50 participants. Thanked the teachers for staying committed to the work and providing emotional support to students. I thanked all the classified staff for their hard work and indicated that we could not do our jobs without all of them.

Daniel Robles, Fiesta Gardens Principal, and Assistant Principal Dustin Demakas spoke about the school community engagement activities and the donation of 30 bicycles to students with the connection of the Safe Routes to School Program and the support of the PTA. Also indicated that this year was their first year with TK.

- E. Announcements

Trustee Trinh wished everyone a Happy Hanuka and Happy Holidays.

- F. Superintendent Report

Superintendent Ochoa indicated he is happy about the 47 educators who achieved permanent status.

Diana Tavares thanked Reem Habeeb, Natalie Ferrari, and Benathy Van Der Haeghen for their hard work preparing the certificated staff.

Maria DeMattei, Bayside Middle School Principal, congratulated Gina Macia and Ben Simson for their accomplishments and for becoming permanent teachers in our District.

7. PROPOSED CONSENT AGENDA (v)

Trustee Proctor requested to pull item 7.A.3

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

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

A. BUSINESS/FINANCE

1. Approval of District Expenditure Report
2. Ratify Amendment 1 to HMC Architects for Fiesta Gardens North Project
3. Ratify Purchase Order Report for Contracts, Consultants, and Services of \$45,000 or Less

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

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

B. HUMAN RESOURCES

1. Approval of Permanent Status - Certificated Employees
2. Approval of Personnel Report: New Hires and Assignment Changes
3. Approval of Personnel Report: Resignations, Releases, and/or Retirements

C. EDUCATION SERVICES

1. Approval of 4th/5th Grade Paxton Patterson Career Discovery Lab Materials

D. STUDENT SERVICES

1. Approval of 2023-2024 NPA Contract Summary

8. SUPERINTENDENT SERVICES / BOARD

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

Each candidate made presentations focusing on their experiences and what they would bring to our District. All Board members asked individual questions to each candidate.

Board Member LaTisa Brooks proposed to vote for Gene Kim.

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

Yes LaTisa Brooks
Yes Alison Proctor
No Maggie Trinh
Yes Shara Watkins

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

Superintendent Ochoa read the Oath of Office with new Board Trustee Gene Kim.

9. RECESS REGULAR MEETING / CONVENE ANNUAL ORGANIZATIONAL MEETING

- A. Election of Officer (v)

Trustee Watkins motioned to nominate Trustee Proctor as the Board President.

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

Yes LaTisa Brooks
Yes Gene Kim
Yes Alison Proctor
Yes Maggie Trinh
Yes Shara Watkins

Trustee Watkins motioned to nominate Trustee Brooks as the Board Vice President.

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

Yes LaTisa Brooks
Yes Gene Kim
Yes Alison Proctor
Yes Maggie Trinh
Yes Shara Watkins

Trustee Watkins motioned to nominate Trustee Trinh as the Board Clerk.

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

Yes LaTisa Brooks
Yes Gene Kim
Yes Alison Proctor
Yes Maggie Trinh
Yes Shara Watkins

B. Appointments by the President

The Board President made the following appointments:

Secretary of the Board - Superintendent Diego Ochoa

Legislative Representatives - Trustee LaTisa Brooks

Liaisons to San Mateo City Council - Trustee Trinh and Trustee Proctor

Liaisons to Foster City City Council - Trustee Brooks and Trustee Proctor

Liaison to the San Mateo - Foster City Education Foundation - Trinh

Liaison to PTA Coordinating Council - Trustee Kim

Liaison to the District Special Education District Advisory Council (SEDAC) - Trustee Trinh

Liaison to the District English Language Advisory Council (DELAC) - Trustee Kim

Liaison to the Sanctuary Task Force - Trustee Proctor

Liaison to the Equity Task Force - Trustee Watkins and Trustee Kim

Liaison to "Home For All Committee" - Trustee Brooks

Liaison to Communications Committee - Trustee Watkins

Liaison to Labor Management Initiative (LMI) - Trustee Watkins

C. Adjourn Annual Organizational Meeting (v)

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

Yes LaTisa Brooks
Yes Gene Kim
Yes Alison Proctor
Yes Maggie Trinh
Yes Shara Watkins

10. RECONVENE TO REGULAR MEETING

11. BUSINESS / FINANCE

A. Approval of the 2023-2024 First Interim Report (v)

Patrick Gaffney indicated that the District must file two interim financial reports with the state each year. This report contains the general fund summary of the First Interim report for 2023-24. This report includes actual revenue and expenditure information from July 1, 2023, through October 31, 2023, and projected expenditures through June 30, 2024. The District is submitting the First Interim Report with a positive certification, meaning it can meet its financial obligations for the current fiscal year and the two subsequent years.

Clarifying Questions from the Board:

None

Public Comments:

None

Board Comments:

None

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

Yes LaTisa Brooks
Yes Gene Kim
Yes Alison Proctor
Yes Maggie Trinh
Yes Shara Watkins

B. Hold a Public Hearing on the Intention of the District to Increase Developer Fees

President Proctor opened the Public Hearing at 8:16 pm.

Clarifying Questions from the Board:

None

Public Comments:

None

Board Comments:

None

President Proctor closed the Public Hearing at 8:17 pm.

C. Adopt Resolution 06/23-24 Increasing School Facilities Fees as Authorized by Government Code 65995 (b) 3

Clarifying Questions from the Board:

None

Public Comments:

None

Board Comments:

None

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

Yes	LaTisa Brooks
Yes	Alison Proctor
Yes	Maggie Trinh
Yes	Shara Watkins
Yes	Gene Kim

12. SUPERINTENDENT SERVICES/BOARD

A. Community Schools Initiative Update

Dr. Christian Rubalcaba gave us an update on the community schools, indicating that the District is currently in Year 2 of the Planning Phase for the California Community School Partnership Program grant. Our five participating Community Schools in the Making - Fiesta Gardens International School, Laurel Elementary, Lead Elementary, San Mateo Park Elementary, and Sunnybrae Elementary - have undergone a transformative process of parent empowerment, student voice, and staff agency. To date, all five participating schools have assembled multi-stakeholder and representative Site-Based steering committees tasked with launching input surveys, interpreting input data, and crafting drafts of their community school implementation plan. This year, we also assembled a representative District-Level Community School steering committee, which has consistently met to provide input and oversight and collaborate on supporting the implementation plan drafts for our schools.

Clarifying Questions from the Board:

Trustee Trinh inquired about what the resource center at Lead will consist of.

Trustee Kim inquired about the statistics and if the 800 in-person or the 1100 surveys were unique contacts.

Public Comments:

Andrea Benitez, a 4th-grade teacher at FG, spoke about the lack of communication regarding the community schools and looked at ways to improve the communication.

Stephen Morrison spoke about misleading information received about meetings.

Gabriel Alegre, a 5th-grade teacher at Sunnybrae, indicated that there was no information regarding teachers and staff on the presentation or from the District to the 5 different schools. Schools are hearing different things, and would like the District to Include teachers and staff.

Marcela Miranda, Director of School for the San Mateo County Office of Education, indicated that he has attended two meetings, and they have been successful with community engagement.

Anya said there was a lack of communication in the meetings and wished to include the staff.

Lisa Mejia-Sandoval, Community Service Specialist and parent at Sunnybrae. She expressed that she was speaking for families, they would like to see more transparency and focus on what are the next steps for the community.

Board Comments:

Trustee Trinh indicated that she has seen the engagement with the families that attend these meetings. She wants to ensure we use their time and inform them of future plans.

Trustee Watkins thanked Dr. Rubalcaba for the presentation; she understands that the work is difficult and acknowledges the hard work. She would like to see quick potential adjustments or things that we need to include or improve, and as a board, she has their support to do that.

Trustee Brooks thanked Dr. Rubalcaba for the presentation and is excited about the work being done.

Trustee Proctor also thanked Dr. Rubalbacca for the presentation and appreciates the SMETA members for coming to the board meetings. Acknowledged the comments, and there are ways to improve communication with employees.

13. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Trustee Watkins wished everyone a restful break and time with family.

14. FUTURE MEETING DATES

Study Session - Middle Schools

- January 11, 2024
- February 8, 2024

Regular Board Meeting:

- January 25, 2024
- February 22, 2024

15. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

None

16. RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 9:16 pm.

- A. GOV. CODE 54957 PUBLIC EMPLOYEE EVALUATION / DISCIPLINE / DISMISSAL / RELEASE
- B. Approval of Existing Litigation (Gov. Code §54956.9(d)(2))

17. RECONVENE TO OPEN SESSION

- A. Report of Closed Session

Item 16. A

A majority of the board voted five to zero to approve a compromise agreement with the parents of a student to resolve potential and threatened claims against the district in exchange for specified funding for related services for the 2023-2024 school year, 2024 summer, and up to and including March 31st, 2025.

18. ADJOURNMENT

- A. Adjournment (v)

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

- Yes LaTisa Brooks
- Yes Alison Proctor
- Yes Maggie Trinh
- Yes Shara Watkins

The regular Board Meeting adjourned at 9:38 pm.