

## MEETING MINUTES

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“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: 5:30 P.M.**

**2. CONVENE TO REGULAR MEETING**

The Board meeting began at 5:35 pm

A. Flag Salute

Trustee Watkins led the flag salute.

B. Roll Call

The following board members were present:

**Present:**

Gene Kim  
Alison Proctor  
Maggie Trinh  
Shara Watkins

**Absent:**

LaTisa Brooks

C. Approval of Agenda: January 25, 2024

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

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

D. Approval of Minutes: December 14, 2023

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

Absent LaTisa Brooks  
Yes Gene Kim

Yes Alison Proctor  
Yes Maggie Trinh  
Yes Shara Watkins

### 3. STATEMENTS

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

School teachers and District parents spoke about improving street safety, adopting Vision Zero, and continuing with the Safe Routes to Schools program to avoid future student injuries. They also spoke about the increased number of students in 4th and 5th-grade classrooms and requested smaller classroom sizes, access to prep period, more aide time, and improved professional development.

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

#### C. Foundation / Committee / PTA Council Reports

Trustee Trinh spoke about the Education Foundation, indicated that they are at the halfway point of the Readathon, and added that It is not too late to register. The classroom with the highest reading minutes will get extra recess.

Trustee Proctor indicated that she attended the Sanctuary Task Force two weeks ago, where they talked about the Newcomer process, reviewed the newcomer intake form, and compared it with another District form.

#### D. SMETA / CSEA / SMFCAA Updates

Kathy Pratt, SMETA President, said they have finished voting on the calendar survey, which will be approved at the next board meeting. Teachers are working together to support the education foundation and ensure students are good readers.

Brianne Bishop, CSEA Secretary, indicated that some members submitted reclassification positions and are waiting to hear the outcome, and negotiations are happening right now.

SMFCAA and Angiennette Estonina indicated that last year, she administered a survey to get staff and teachers' feedback to see where they need support and achieve equity and wellness, and the outcome was to get specialized professional development.

Jessica Notte, Borel Middle School Principal, expressed that they do a full-school mindfulness moment every Wednesday and Friday. They also indicated that they welcomed the district partners' visit on Tuesday, including the board member Gene Kim. She was proud to share 8 Borel teacher leaders who are leading the professional development of the importance of academic discourse and building a sense of belonging in our classrooms.

#### E. Announcements

#### F. Superintendent Report

Superintendent Ochoa indicated that Trustee Kim and Trustee Trinh attended an event at a Church in North Central San Mateo called Faith in Action. They had about 60 parents, mostly from the neighborhood, and were Spanish speakers. The group was established to create leadership among the parents and teach them to elevate concerns. Parents asked difficult questions and then had dinner together. Congratulations to the parents for staying connected for three years.

Superintendent Ochoa also indicated that they had the Partners and Board School Visitations at Audubon, Lead, and Borel, where they hosted our Chief of Police from the City of Foster City, two City of Foster City Council members, multiple executives, parents, and students from empowering student voices. the San Mateo and Foster City Police, where they visited math, lego, music, and therapeutic sensory classrooms and pointed out a math classroom at Audubon, where the students were explaining their reasoning about math.

#### 4. PROPOSED CONSENT AGENDA (v)

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

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

##### A. BUSINESS/FINANCE

1. Approval of Purchase Order Change Request For Dell Chromebooks
2. Acceptance of Gifts Presented to the Schools and Sites
3. Approval of Annual Microsoft Office 365
4. Approval of Disposal of Equipment
5. Ratify Purchase Order Report for Contracts, Consultants, and Services of \$45,000 or Less
6. Approval of Hiring a Consultant Chef for 2 years
7. Approval of District Expenditure Report
8. Approval of E-Rate Bid Evaluations - ISP Services
9. Ratify Change Order No. 3 with Rodan Builders for Bowditch Middle School New Drama & Science Buildings
10. Ratify Change Order No. 2 with Rodan Builders for the LEAD Elementary School New MPR Building
11. Ratify Change Orders No. 1 & 2 with Bana Builders at Borel Middle School Shade Structures Project

12. Ratify Contract to SC Builders for the Multi-Purpose Room Project at Parkside Montessori School
13. Ratify Contract with EKC Enterprise Direct, Inc. for CMAS Purchase of Audio-Visual Equipment at 11 schools
14. Ratify Change Order No. 8 to Rodan Builders, Inc. for George Hall Multi-Purpose Building
15. Ratify Change Order No. 4 Gonsalves & Stronck Construction Company Inc. for Highlands Multi-Purpose Building
16. Ratify CMAS Agreement with Shaw Industries, Inc. for Purchase and Installation of New Flooring Project at the District Offices.

**B. HUMAN RESOURCES**

1. Approval of SMFCSD and CSEA Tentative MOU Agreement: Article 23.1.8.1
2. Certificated Employees Seniority List
3. Approval of Personnel Report: Resignations, Releases, and/or Retirements
4. Approval of Personnel Report: New Hires and/or Assignment Changes
5. Approval of Classified Employee Seniority List
6. Approval of Local Assignment Option for Certificated Staff

**C. STUDENT SERVICES**

1. Approval of Williams Quarterly Report - Second Quarter 2023-2024
2. Approval of 2023-2024 NPS Contract Summary
3. Approval of 2023-2024 Special Education Consulting Contracts
4. Approval 2023-2024 NPA Contract Summary

**5. STUDENT SERVICES**

**A. Preschool Update - 2023-2024**

Cristina Haley and Amanda Driscoll, Principals on Special Assignment at Turnbull Learning Center, gave an update on their program. The presentation provided the Board of Trustees program updates for the preschool programs that include an overview of funding, program locations, current enrollment, inclusion, and community engagement.

They indicated that they currently have 22 classrooms, 424 students, and eight sites with 90 staff members. They were audited in January and passed, and the auditor indicated that we are a model program.

Mrs. Amanda Driscoll indicated that they adopted two programs last year, Second Step and Learning without Tears. Also indicated that they have a very dedicated team, which includes Nataly Barba and Teresa Mendoza. They meet with families and students to assist them in completing the screening.

They are also piloting Music for minors for preschool students and thanked Superintendent Ochoa and the Board for prioritizing the preschool program.

**Clarifying Questions from the Board:**

Trustee Kim inquired about more clarification on the transition from Fiesta Gardens to College Park.

Trustee Trinh inquired about the curriculum and if it is play-based. Also inquired about how we advertise for this program.

Trustee Watkins inquired about enrollment and indicated that it is good that the program is increasing, but what is the enrollment goal?

Trustee Proctor inquired about how many Foster City students qualify and if school sites can accommodate a preschool classroom.

**Public Comments:**

None

**Board Comments:**

Trustee Watkins thanked them for their updates and indicated that it is great to see that the program is doing well and growing, and the shift is good and we support it. Trustee Watkins inquired if we have a slinging scale to approve students.

Trustee Trinh indicated that she is very happy about the results and that the program is creating a community and resources for families, making it easier for students to transition into kindergarten.

Trustee Kim inquired about if there is a sense of how many parents decide not to send their children to preschool programs.

Trustee Proctor thanked them for the presentation and indicated that she was thrilled to hear the progress on the number of students that meet the criteria for the program. Would like to see a summary chart of the students who qualify and the number of students who are on the waitlist.

**6. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS**

Trustee Watkins thanked everyone for the safe route to school comments, inquired about having a study session about it, and invited the liaisons. She requested that we have a facility conversation about new bonds. She indicated that she attended the Partners visits at Lead, that it was incredible and meaningful for everyone, and that they could see what was happening at the schools. The Lead sensory room is incredible and should be at all the schools. Will be attending more SMETA meetings to be connected.

Trustee Trinh indicated that she also agrees with having a study session about Safe Routes to School. Additionally, we want our kids to be safe and develop independence. Also is excited about the housing workforce and bringing that forward.

Trustee Kim also echoed what Trustee Watkins mentioned about Safe Routes to School. Indicated that appreciated attending the Faith in Action meeting and understanding their needs.

Trustee Proctor supports the safe routes to Schools and thanked all the SMETA members for being here tonight and for sharing their concerns and would want to continue with the communication.

## **7. FUTURE MEETING DATES**

Study Sessions:

- February 8, 2024 - Math K-8
- March 14, 2024 - Early Literacy

Regular Board Meeting:

- February 22, 2024
- March 28, 2024

## **8. PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

Maria, a District parent, inquired about the current timeline to decide on the 2024-2025 San Mateo Foster City School District calendar and when it should be voted on and wished that it would align with the San Mateo Union High School District.

## **9. RECESS TO CLOSED SESSION**

- A. Approval of Existing Litigation (Gov. Code §54956.9(1)(d)) – Case #2023100482
- B. Approval of Existing Litigation (Gov. Code §54956.9(1)(d))
- C. Acceptance of Late Claim Application- Govt Tort Claim Application (Govt Code section 911.4)
- D. Deny Claim Application - Govt Tort Claim Application (Govt Code section 911.4)
- E. Public Employee Discipline/Dismissal/Release pursuant to Government Code 54957 - Complaint Investigation Appeal Request

## **10. RECONVENE TO OPEN SESSION**

- A. Report of Closed Session

Item 9.A: A majority of the board voted 4 to 0 to approve a compromise agreement with the parent of a student to resolve potential and threatened claims against the District in exchange for approximately \$99,300.00 in funding for a student's private placement for the remainder of the 2023-24 school year and 2024-2025 school year.

Item 9.B.: A majority of the board voted 4 to 0 to approve a compromise agreement with the parent of a student to resolve potential and threatened claims against the District in exchange for specified reimbursement for a student's private placement and funding for related services for the 2023-2024 school year.

Item 9.C. and 9.D.: A majority of the board voted 4 to 0 to accept the late claim application, Clai No. 2023-01547, presented to the District on December 189, 2023, and reject the claim. It was unanimous.

By a vote of 4 to 0, the Board took action to grant an employee's request to appeal the District's investigation decision. The employee will be notified and a hearing will be scheduled.

## 11. ADJOURNMENT

### A. Adjournment (v)

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

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

The regular Board Meeting adjourned at 8:48 pm.