

MEETING MINUTES

1. **CALL TO ORDER: 5:30 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
Kenneth Chin
Alison Proctor
Maggie Trinh
Shara Watkins

- C. **Approval of Agenda: June 22, 2023**

Trustee Chin requested to move item 3.c. following item 6.a.

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

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

- D. **Approval of Minutes: June 15, 2023**

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

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

3. **STATEMENTS**

A. Public Statements Related to Non-agenda Topics:

Judith Alderman, a parent of a George Hall Elementary School student and a garden volunteer, expressed that they have participated in the San Mateo County Fair, have won numerous ribbons and awards, and are very proud of school gardening.

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

C. Foundation / Committee Reports

Sonya Tappan, Executive Director of the San Mateo Foster City Education Foundation, presented a check for \$ 533,310 to the San Mateo - Foster City School District and thanked everyone that made this check possible.

Trustee Chin reported that he met with Councilman Newsom, who talked about the bike tour on Saturday and the installation of the speed limit around the schools from 25 to 15 to promote additional safety for the coming school year.

D. SMETA / CSEA / SMFCAA Updates

Jane Jung, Assistant Principal at Bowditch Middle School, and Diego Perez, Coordinator of Communication and Community Services for the School District, gave an overview of the projects they have been working on this year with the other administrators. Also indicated that they are looking to provide strong connections with the community and partners.

E. Announcements

Trustee Chin indicated that on Saturday, June 24, there is going to be a Bike Tour with the city of San Mateo from 11:00 to 3:00 pm as part of the complete streets plans. It will start in San Mateo Central Park.

F. Superintendent Report

Superintendent Ochoa indicated that many of the administrators are currently at a California Labor Management Initiative Summer Institute, where they spent 3 days with 11 of our partners' members from SMFCAA, SMETA, and CSEA and extended his appreciation to them for their partnership and leadership.

4. PROPOSED CONSENT AGENDA (v)

Public Comments:

None

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

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

A. BUSINESS/FINANCE

1. Approval of MOU with Boys and Girls Club of the Peninsula
2. Ratify Change Order No. 2 to Graybar Electrical Company Inc. for HVAC Phase II Replacement Project - Switchgear Equipment
3. Ratify Amendment 7 to HMC Architects for the George Hall Multi-Purpose Building
4. Ratify an Agreement with KLG Inspections for Inspection Services for HVAC Phase II Package 2
5. Ratify an Agreement to KLG Inspections for Inspection Services for HVAC Phase II Package 3
6. Ratify Agreement to KLG Inspections for Inspection Services for the Turf Phase II Project
7. Adoption of Resolution No. 37/22-23- Turf Replacement Phase II Projects at Abbott, Borel, Baywood, College Park, Laurel, Meadow Heights, North Shoreview, and San Mateo Park Elementary School Campuses and Exemption from the California Environmental Quality Act
8. Ratify contract to Hoem & Associates for Flooring Replacement BP-3 at Abbott
9. Ratify an agreement with Dinelli Plumbing for scope at the Central Kitchen
10. Ratify contract to Hoem & Associates for Flooring Replacement BP-2 at Laurel
11. Ratify contract to Hoem & Associates for Flooring Replacement BP-1 at George Hall
12. Approval of MOU between San Mateo Foster City School District and Peninsula Bridge
13. Approval of the Facilities Use Rate Schedule for the 2023-2024 Fiscal Year
14. Ratify an agreement with Coulter Construction for scope at the Central Kitchen
15. Ratify an agreement with Foothill Mechanical for scope at the Central Kitchen
16. Ratify a Contract to American Sports Construction for Turf at Sunnybrae MPR project
17. Approval of District Expenditure Report
18. 2023-2024 Fund Balance in Excess of the Minimum Reserve Level
19. Ratification of Contracts & Consultants \$45,000 and Under
20. Gifts Presented to the Schools and Sites
21. Approval of Resolution No. 38/22-23 for Education Protection Act (EPA) Funds

B. EDUCATION SERVICES

1. Approve SMFCSD 2022-23 LCFF Local Indicators (v)
2. Approve SMFCSD 2023-24 School Plans for Student Achievement (SPSA) (v)
3. Approve School Instructional Minutes for 2023-2024 (v)
4. Approve Nancy Otero Ornelas Consulting Services for Afterschool & Summer School Programs (v)

C. HUMAN RESOURCES

1. Personnel Report: Resignations, Releases, ad/or Retirements
2. Personnel Report: New Hires and Assignment Changes
3. Approval of SMFCSD and SMUHSD MOU Agreement
4. Approval of SMFCSD and CSEA Tentative MOU Agreement

D. STUDENT SERVICES

1. Williams Quarterly Report
2. Approval of 2023-2024 NPS Contract Summary
3. Approval of 2023-2024 NPA Contract Summary
4. Approval of Clayful Contract for the 2023-2024 School Year

5. BUSINESS / FINANCE

A. Approval of 2023-2024 Budget (v)

Patrick Gaffney indicated that Pursuant to Education Codes 33219 and 42127, the Governing Board of each school district shall adopt a budget on or before July 1 of each year, using the State-adopted Criteria and Standards and in the format prescribed by the State Superintendent of Public Instruction. Deputy Gaffney proceeded to give an overview of the District's budget for the 2023-2024 school year and indicated that the proposed budget is available for inspection at the District Office.

Clarifying Questions from the Board:

Trustee Proctor and Trustee Chin had some clarifying questions about the budget.

Clarifications were made by Deputy Gaffney and Fiscal Services Director Blanca Cervantes.

Public Comments:

None

Board Comments:

Trustee Proctor indicated that she is shocked to see a large number of deficits for this year. She also indicated that she is concerned about it and just wants to make sure we are being responsible and understands Deputy Gaffney is very conservative, but she is hoping it will go up.

Trustee Chin indicated that It would be great to see a breakdown of the expenditures.

Trustee Trinh made a comment about the revenue number of LCFF.

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	Maggie Trinh
Yes	Shara Watkins

6. EDUCATION SERVICES

A. Approval of 2023-24 SMFCSD Local Control Accountability Plan (LCAP) (v)

David Chambliss indicated that the State legislation calls for districts to seek input and develop an accountability plan for increasing student achievement, which reflects District goals (aligned with the Strategic Plan) and community engagement. The District has worked with a variety of community and staff groups to develop a comprehensive plan focused on the programs and services required to increase student achievement.

Clarifying Questions from the Board:

None

Public Comments:

None

Board Comments:

Trustee Chin thanked David Chambliss for the hard work on the LCAP. Pointed out that the reclassification rate jumped up 13%, which is great.

Trustee Trinh echoed Trustee Chin's comments and indicated that she continues to be concerned about the students with chronic absenteeism and behavior.

Trustee Watkins indicated that the recap of the strategic plan is specially focused and appreciated very much, it is very productive, and they are seeing great progress. Trustee Watkins requested to see a summary, an annual reflection about the goals, costs, and what worked in an easy-to-understand way.

Trustee Brooks thanked the people that prepared this report and would like to see some clarification of the middle school support services.

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

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

7. STUDENT SERVICES

A. Special Education Update

Heather Morgan, Special Education Director, gave an update on Special Education and provided the Board of Trustees with program, fiscal, and staffing updates and implications for the Special Education Department. Program updates included student performance data, planned program locations, staffing, and financial end-of-the-year information.

Clarifying Questions from the Board:

Trustee Trinh inquired about speech pathologists and why it is so difficult to hire them.

Superintendent Ochoa indicated that when employees work for our district, their pay is competitive in the Northern California public school pay, but the convenience of working remotely makes a big difference for them.

Trustee Brooks inquired about if special education works with educational services for kids that need to be flagged.

Trustee Proctor thanked Heather Morgan for the presentation and inquired about the number of evaluations and if they were requested by the parents, teachers, or other personnel.

Heather Morgan responded that both the school, parents, and the county might be involved and indicated that we are seeing an increase in numbers since they are catching up on their previous years.

Public Comments:

Colleen Sullivan commented about the speech pathologist and indicated that it was a constant issue when she was a Board Member. They go private, which is more lucrative and gives them more flexibility.

Randy Paynter inquired about the services that have been missed for students and settlements and how they are added to the budget.

Board Comments:

Trustee Chin indicated that he wanted to do a follow-up to Trustee Proctors' comments about assessments and inquired if there was an increase in assessments.

Heather Morgan indicated that in addition to preschool efforts and catching up on outside pieces, we are insisting on exhausting potential barriers to student learning before we label them as students with special needs. It is best to catch them young.

Superintendent Ochoa indicated that early assessment and intervention make a big difference in the number of services a child needs.

Trustee Watkins thanked Mrs. Morgan for the information and indicated that there have been significant improvements and we have made programmatic changes.

B. Inclusion Task Force Report

Heather Morgan indicated that Under Key Strategy 2 - Equity Goal in the San Mateo-Foster City School District's Strategic Plan, the Equity Strategy for Inclusion states: (the District will) convene a District-wide Inclusion Task Force responsible for evaluating data, reviewing research, and recommending District-wide strategies for implementation in 2023-2024. This report is the culmination of the Inclusion Task Force's work during the 2022-2023 school year.

Board Clarifying Questions:

Trustee Trinh clarified the timeline on page 8 regarding developing site-specific goals and inquired if there are examples of these goals and what changes we would want to see.

Heather Morgan gave some examples and indicated that the Baywood Library is on the second story, and we need to ensure all of the school's areas are inclusive. The Montessori settings are very specific and will make sure students and families know the program they provide.

Trustee Watkins inquired about the targeted schools. Can you talk about how we track the impact of the work that is happening? Get a sense of where a school starts and where they end.

Public Comments:

None

Board Comments:

Trustee Watkins indicated that she is interested in gathering some baseline end-of-year and targeted data from the targeted schools on how schools prioritize belonging, how people feel about faculty and staff, and building the various components of inclusion and not only for special education but across the school and the district.

Trustee Proctor appreciated the characteristics of an inclusive educator and thanked Heather for the presentation, and she is looking forward to hearing about the first year at Foster City and George Hall Schools.

Trustee Chin thanked Heather for the work and indicated that the special education team had done fantastic work. Indicated that this is a fantastic story and that it should be You should be recognized because it is amazing.

Marissa McMurray, President of the San Mateo - Foster City PTA Council, indicated that she is happy to say that they share the joy that the Education Foundation provided. The update for last week was that they were just shy of 50,000 hours, with just over half of our units reporting, and that is a huge benefit to the kids in our district, and we are pleased to be a part of it.

8. SUPERINTENDENT SERVICES / BOARD

A. School Climate and Safety Report

Superintendent Ochoa reported that it is a way to give the community the opportunity to think about multiple avenues of receiving data and talk through what the data means. The last couple of years have challenged us to be more aware and more cognizant. We are paying attention to how kids are doing in school emotionally as much as they are academically. Over the past 5 years, we have tackled difficult work regarding the approach to trying to dismantle the school-to-prison pipeline. Tonight's report is an opportunity for the trustees and the community to go deeper into the data. A couple of things stand, to keep students in school more and classrooms more, being counseled and having more restorative communication, and having fewer suspensions. The CA Healthy Kids survey is really powerful, it allows you as a school to survey students, staff, and parents about their experiences on campus, and the survey is anonymous and confidential.

Clarifying Questions from the Board:

Trustee Trinh inquired about convening school safety and campus climate meetings and whether that will happen at all schools.

Superintendent Ochoa indicated that they will be done at every school. It is important to increase the visibility on the topic and to give our stakeholders a chance to share with us to continue to improve our campus climate and school safety.

Public Comments:

None

Board Comments:

Trustee Proctors indicated that she appreciated the report, the information was great, and things were going in the right direction. However, she is concerned about the data in the middle school experience.

Trustee Watkins expressed that it has been powerful to have these reports, appreciated the data, and thanked Superintendent Ochoa for the report.

Trustee Trinh indicated that she had visited various school campuses and had seen that the adults on campus respect the student's opinions and value them as individuals, but also indicated that we need to focus on how adults in the room can show students that they are valued, we need to work on this, and we need to elevate student voices, and participation

Trustee Chin thanked Superintendent Ochoa for the presentation and the report, which focuses on middle school students, and that we are not hiding data, we know what we need

to work on, and for everyone to see, it is important to be transparent. He added that he would love to see more connections with elementary students, middle school students, and the community.

B. School Visitations

Superintendent Ochoa indicated that during the 2022 - 2023 school year, Superintendent Ochoa and members of the Board visited all of the district's school sites. Each school board visitation included a tour of classrooms at three sites within a 3-hour time frame (180 minutes). To increase community participation this school year, our other option would allow for a broader reach to community partners. Each school partner visit will bring together a diverse group of stakeholder partners to share the incredible work being done by SMFCSD educators. Meetings will happen simultaneously at three different school sites. Board members and district personnel will be assigned to their corresponding school site visits. Partners will be invited to attend their preferred school site visit. We will allow up to 7 individuals on each visit.

Clarifying Questions from the Board:

Trustee Trinh mentioned that seeing what is happening at the other schools would be helpful and perhaps pairing the schools together where they can learn from each other.

Public comments:

None

Board Comments:

All Board Members spoke about their ideas for future school site visits focusing on what they wished other partners could see what the board members see when they visit the schools, but also they see the value of visiting the schools with all the school board members together. Other ideas included having lunch with teachers to hear what they need to say.

9. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Trustee Brooks indicated that she wanted to make a statement about the Partner's Luncheon Celebration and expressed that it was amazing and that she is looking forward to building those partnerships.

Trustee Chin wanted to recap since this is the last meeting of the school year, on all the hard work that has been done by Diego and his team, staff members, everyone, and community members.

Trustee Watkins requested to add a Middle School Study session to talk about programs and data. Also indicated that this is a great time to reflect and wished everyone a wonderful summer.

10. FUTURE MEETING DATES

Study Session - School Nutrition
● August 10, 2023

Regular Board Meeting:
● August 24, 2023

11. ADJOURNMENT

A. Adjournment (v)

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

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

The Regular Board meeting adjourned at 8:52 pm.