

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
Maggie Trinh
Shara Watkins

- C. **Approval of Agenda: April 27, 2023**

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	Maggie Trinh
Yes	Shara Watkins

- D. **Approval of Minutes: March 23, 2023**

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

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

3. **STATEMENTS**

A. Public Statements Related to Non-agenda Topics:

Jen Alonso-Punzalan spoke about the importance of having school libraries and what they provide to the students. She also indicated that April is school library month.

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

C. Foundation / Committee / PTA Council Reports

Trustee Chin and Trustee Watkins indicated that they attended a meeting with the San Mateo City Council today, where they spoke about the update around work with the task force and school safety update on facilities. The City gave an update on their strategic planning process and reduction of driving miles per hour near the school.

Trustee Trinh added that the speed limit near the school would change to 15 mph and 25 a block away from the schools. Trustee Trinh also indicated that she visited the San Mateo Pride Summer reopening, which was well-attended and very vibrant. They provide a lot of resources and support groups.

Trustee Proctor indicated that she attended the SMETA Governing Council meeting, where they were very welcoming and discussed the issues on top of their minds. They also plan to rotate school board members to open the lines of communication between the school board and SMETA.

D. SMETA / CSEA / SMFCAA Updates

Katherine Pratt thanked Trustee Proctor for attending their council meeting. Also thanked the Education Foundation for helping fund their grants again this year and have been able to give away thousands of dollars in grants this year. Additionally, Mrs. Pratt thanked our District Librarians and indicated that we appreciate their work to help support our students.

Alicia Aragon thanked the District for working on the Preschool MOU Agreement and reviewing the budget, which resulted in our preschool unit members getting raises. We are very appreciative of that. Also expressed her gratitude for the certificated employees and thanked them for all they do. She also wished everyone at the sites who holds that position a happy belated Administrative Professionals Day.

Karrie Haselton San Mateo Park Principal and Student Body President Ismael Gomez indicated that they are working on gathering information from the community and staff in preparation for becoming a community school. Ismael spoke about the highlights of their school events and fundraisers that make San Mateo Park School a better place, including their book fair and open house. They look forward to their math festival, talent show, and spirit days.

Justine DiMaggio, George Hall Principal, Student Body President Mila Morales, and Student Body Vice President Ricky Tague spoke about their amazing teachers caring about their students, kindness, and inclusion. They shared that their school counselor and parent volunteers set up a program called The Lunch Bunch, where students can play games and color pictures. They also shared about their Fun Fridays events in which they

play music during lunchtime, and the Jojo Jack Award winner is announced for being respectful, responsible, kind, and inclusive.

F. Superintendent Report

Superintendent Ochoa said he appreciates the administrators bringing our students to meetings like this and hearing from them. Also indicated that he was fortunate to record a podcast with student Zachary Thorpe from Beach Park School where he asked the student, what would you tell another student who wants to help other people and the student said, do it, do it right now. Also, our staff has done incredible work this year, and our students are fortunate to have incredible teachers, classified staff members, and administrators.

4. PROPOSED CONSENT AGENDA (V)

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 Maggie Trinh
Yes Shara Watkins

A. BUSINESS/FINANCE

1. Approval of Resolution No. 32/22-23 - School District Parcel Tax Rate
2. Gifts Presented to the Schools and Sites
3. Approval of District Expenditure Report
4. Approval of Resolution No. 30/22-23 - Authorizing the Establishment of a Bank Clearing Account
5. Ratify the Purchase of Thermostats from Mesa Systems Inc.
6. Ratify agreement with Furman Inspections, Inc. for Inspection Services for Highlands Elementary New Multi-Purpose Building
7. Ratify contract with Robert A. Bothman, Inc. for Design-Build Services for the Phase II Turf and Paving Projects at Abbott, Borel, Laurel, Meadow Heights, North Shoreview, College Park, and San Mateo Park
8. Ratify contract to Strawn Construction Inc. for the HVAC Replacement Phase II Package 3 at Audubon and Baywood Elementary
9. Ratify contract to Rodan Builders Inc. for the HVAC Replacement Phase II Package 2 Project at Bayside Academy and Parkside Montessori
10. Ratify contract to Gonsalves & Stronck Construction Company Inc. for the Highlands New Multi-Purpose Building Project

11. Ratification of Contracts & Consultants \$45,000 and Under
12. Ratify Agreement with Porter Corp for purchasing Shade Structures at Borel Middle School
13. Ratify Contract to Bana Builders, Inc. for the Borel Middle School Shade Structures Project
14. Final Financing Summary of Bond Sales of the General Obligation Bonds, Series B
15. Ratify Amendment No. 1 to the Master Service Agreement with IT Management - Verkada Cameras
16. Ratify Change Order 1 with Lone Star Landscaping Inc. for the Abbott Water Damage Project
17. Renewal of Joint Use Agreement with the City of Foster City
18. Approval of Agreement with Newton
19. Approval of Agreement with KCE Champions

B. EDUCATION SERVICES

1. Approval of Middle School Paxton Patterson College & Career Ready Labs Materials
2. Approval of Continued Support of the Teacher Induction Program for 2023-2024
3. Approval of the Agreement with Gold Educational Services for Middle School Block Schedule Professional Development

C. HUMAN RESOURCES

1. Approval of Personnel Report: Resignations, Releases, and/or Retirements
2. Approval of Personnel Report: New Hires and Assignment Changes
3. Approval of SMFCSD and CSEA Preschool MOU Agreement
4. Approval of SMFCSD and SMETA Summer Professional Development MOU Agreement
5. Approval of SMFCSD and CSEA Tentative MOU Agreement Reduction of Hours for a Bargaining Unit Member
6. Approval of Universities Intern and Student Teachers Agreements

D. STUDENT SERVICES

1. Williams Quarterly Report
2. Approval of Overnight Field Trip

E. SUPERINTENDENT SERVICES / BOARD

1. Approval of Measure K Grant Agreement

5. HUMAN RESOURCES

A. Adoption of Classified School Employee Appreciation Week (V)

All Board Members read the resolution and expressed appreciation to all classified employees for all they do for our district and students.

Public Comments:

Alicia Aragon expressed her gratitude on behalf of our classified employees.

Board Comments:

Trustee Chin thanked the classified employees for their hard work.

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

B. Adoption of Certificated Employee Appreciation Week and Day of the Teacher (V)

All Board Members read the resolution and expressed appreciation to all certificated employees for all they do for our district and students.

Public Comments:

Katherine Pratt expressed her gratitude on behalf of our certificated employees.

Board Comments:

Trustee Proctor thanked the certificated employees for their hard work.

Trustee Chin also thanked all the certificated staff for their hard work in educating our students.

Trustee Watkins expressed her appreciation for all the certificated and classified employees.

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 Maggie Trinh

Yes Shara Watkins

C. Approval of Declaration of Need (V)

Diana Tavares indicated that the Declaration of Need form is submitted to the State of California Commission on Teacher Credentialing annually to certify that the District may need to apply for emergency credentials and authorizations due to the possibility that the District will be unable to recruit and hire teachers in hard to fill positions. The Declaration of Need for Fully Qualified Educators identifies specific areas of need such as CLAD, BCLAD, math, science, and special education. The Declaration of Need will allow the District to apply for waivers/emergency credentials to fill vacancies.

Public comments:

None

Board comments:

None

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

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

D. Approval of Employment Contracts for Multiple Administrators (V)

Diana Tavares stated that creating stability in leadership is an essential component of a high-functioning school district. To support the growth and stability of the District, the following administrators will be employed pursuant to individual written employment contracts approved by the Board of Trustees. The term of employment is from July 01, 2023, through June 30, 2026. This three-year contract ensures that key programs will be led by proven, effective leaders.

Clarifying questions from the board:

Trustee Proctor had a clarifying question about this item.

Public Comments:

None

Board Comments:

Trustee Trinh shared that she appreciates these employees' support for the strategic plan.

Trustee Chin expressed that he is happy that we are giving stability and leadership to these employees.

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 Maggie Trinh
Yes Shara Watkins

E. Approval of Reduced Workload Program (V)

Diana Tavares indicated that the following certificated employee has requested to participate in the Reduced Workload Program beginning in the 2023-2024 school year. The Human Resources Department has verified the participant's eligibility, and the employee listed below has met the requirements per Education Code 22713.

Clarifying Questions from the Board

None

Public Comments:

None

Board Comments:

None

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
Yes Shara Watkins

6. EDUCATION SERVICES

A. Review 2023-2024 English Learner Master Plan Task Force Project

Aleyda Barrera-Cruz, Director of EL Services, presented the Master Plan Task Force Project and focused on the goals.

Clarifying Questions from the Board:

Trustee Watkins inquired about what the plan for recruitment would be like.

Trustee Trinh inquired if the information was sent to all parents.

Public Comments:

Marcella McCu expressed that she loves the idea of bringing families and teachers together. Would like to track the participation in the task force.

Fernando Figueroa indicated that this is a great idea and is excited to hear that this is happening.

Board Comments:

Trustee Proctor indicated that she is excited that we are doing this. Suggested to use social media to get the word out.

Trustee Chin added that digital outreach is important, but hard paper copies are also important.

Trustee Brooks suggested filtering the information through counselors who can personalize targeted options.

Trustee Watkins indicated that adding students and ways to support the English Learners Task Force participants would be great. Also thanked Aleyda for beginning the work on this.

Trustee Trinh also mentioned that she would like to see students' voices and input.

B. Review SMFCSD Summer Programs Plan

Aleyda Barrera-Cruz and Pam Bartfield presented the plan for the 2023 Summer Programs to the board. They indicated that they would use innovative approaches to provide academic and enrichment experiences and that these programs serve both General and Special Education Students.

Clarifying Questions from the Board:

Trustee Proctor inquired about the eligibility for a summer camp for younger and middle school students.

Trustee Brooks inquired about approximately how many students will participate.

Trustee Watkins asked if everyone who needs to be in the program is accepted.

Public Comments:

Katherine Pratt indicated that the program is amazing and informed about some suggestions from the teacher's side. They would like to get more information about the program. Also would like to know ahead of time which students will be invited to the program and what the program will offer to give that information out to families.

Board Comments:

Trustee Trinh expressed that this is a big lift and appreciates the hard work.

Trustee Proctor indicated that this sounds like a great program. Would like to see more middle school students participate in the program and see some data around it.

Superintendent Ochoa also added that the students would be served fresh daily cooked food.

Trustee Chin indicated bringing back the alignment of the strategic plan. The attendance numbers of students have increased, which is fantastic.

Trustee Brooks expressed that it is great to target students' needs intentionally. Would like to see this expand to middle schools and students that have experienced a loss from the pandemic.

Trustee Watkins indicated that she appreciates the focus and the approach to summer school. Loves the data and the monitoring and would like to add resources for families that do not make it to the program.

8. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Trustee Trinh expressed concern about the traffic safety issues near Borel. Suggested a study session for system-wide recommendations in partnership with the City of San Mateo and the City of Foster City to ensure safe campuses. Would like to see a system-wide analysis.

Trustee Chin requested that the City of Sam Mateo discusses the paving and that they think about the timing and signs. Also indicated that he would love to adjourn the meeting Lori Lawsom's honor.

Trustee Brooks would like to add to the agenda for discussion about PAL.

9. FUTURE MEETING DATES

Regular Board Meeting:

- May 25, 2023

Board Study Session:

- May 11, 2023 - LGBTQ+ Inclusion

10. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

Public Comments:

None

The Regular Board Meeting recessed to closed session at 7:24 pm

11. RECESS TO CLOSED SESSION

- A. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION - Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: (One Case)
- B. Existing Litigation (Gov. Code §54956.9(1)(d)) – Case #2023020095
- C. Existing Litigation (Gov. Code §54956.9(1)(d)) – Case #2022120365
- D. Existing Litigation (Gov. Code §54956.9(1)(d)) – Case #S-0472-22/23

12. RECONVENE TO OPEN SESSION

A. Report of Closed Session

Trustee Watkins reported

Item 11.B. - a majority of the board voted 5 to zero to approve a compromise agreement in the Office of Administrative Hearings Case #2023020095 to resolve claims raised against the District in exchange for previously incurred reimbursement for tuition at a certified non-public school and parent's attorney's fees incurred in this matter

Item 11.C. - a majority of the board voted 5 to zero to approve a compromise agreement with the parents of a student to resolve potential and threaten claims against the district in exchange for funding of compensatory education services for use during the 2022-2023 school year, 2023 summer and up to and including the 2023-2024 school year.

Item 11.D. - a majority of the board voted 5 to zero to approve a compromise agreement in the Office of Administrative Hearings Case #2022120365 to resolve claims raised against the District in exchange for funding of academic tutoring and counseling compensatory education services and parent's attorney's fees incurred in this matter

13. ADJOURNMENT

A. Adjournment (v)

The Board adjourned in honor of Lori Lawson.

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

Yes LaTisa Brooks

Yes Kenneth Chin

Yes Alison Proctor

Yes Maggie Trinh

Yes Shara Watkins

The regular board meeting adjourned at 7:40 pm