

San Mateo-Foster City School District

MINUTES

REGULAR MEETING~BOARD OF TRUSTEES

June 23, 2022, 6:30 PM

Regular Meeting Begins at 6:30 pm

1170 Chess Drive, Foster City, CA 94404

Via teleconference: <https://smfcsd-net.zoom.us/j/87689791003>

Zoom ID: 87689791003

1. CALL TO ORDER: 6:30 P.M.

2. RECONVENE TO REGULAR MEETING

The Regular Board Meeting reconvened at 6:30 pm.

2.1. Flag Salute

The flag salute was led by Trustee Proctor.

2.2. Roll Call

All Board Members were present:

Kenneth Chin
Noelia Corzo
Alison Proctor
Shara Watkins

2.3. Approval of Agenda: June 23, 2022 (v)

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

Yes Kenneth Chin
Yes Noelia Corzo
Yes Alison Proctor
Yes Shara Watkins

3. STATEMENTS

3.1. Public Statements Related to Non-agenda Topics:

Public Comments:

None

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

3.3. Foundation/Committee Reports

Annie Tsai, thanked the board of trustees for the collaboration over the past year and indicated that it has been a pleasure working with the school district and community members. The plans for next year are to continue with aggressive fund goals and appreciate the community support.

Sonja Tappan, Executive Director for the Education Foundation, indicated that she has the honor to present the check for the 2021-2022 school year fundraising from the San Mateo Foster City Education Foundation to the San Mateo Foster City School District in the amount of \$1,092,000. Ms. Tappan thanked everyone who made this check possible. Everyone who attended and donated at the moonlight masquerade gala and everyone who supports the fundraising.

Trustee Chin indicated that he and Trustee Corzo attended the San Mateo County School Board Associated retreat where they focused on the plan out of the year for the entire county, there were lots of topics and also talked about and looks forward for future invite meeting related to various topics related to our county and school board.

Trustee Corzo added that the San Mateo County School Board Association meeting was hybrid and more inclusive. Also commented that Greg Land, Trustee for the San Mateo Union High School District, is the new president and that she looks forward to a survey that will be sent soon.

Trustee Proctor indicated that all the Trustees attended the San Mateo-Foster City School District Partnership Luncheon on Friday and that it was a great event. Also announced that the San Mateo-Foster City Education Foundation was the non-profit of the year and congratulated them for everything they do for our School District and for our students and looks forward to all the events. Trustee Proctor also added that it was great to see the Borel Chamber Orchestra and Fiesta Gardens Student do a dance performance.

3.4. SMETA/CSEA/SMEAA Updates

Jessica Notte, Borel Principal, shared a couple of highlights and thanked everyone for the support. She also indicated that she is excited about the new gym, classrooms,

awards and scholarships events happening throughout the year and wished everyone a fun and safe summer and looks forward to continuing with the work.

3.5. Announcements

None

3.6. Superintendent Report

Superintendent Ochoa thanked Diego Perez, Coordinator of Communications and Community Services, for the instrumental work in preparing for the Partnership Luncheon event where we had brought together 25 partner organizations and gave them awards and certificates. We had representatives from the City, the Foster City Mayor, Council Member from the City of San Mateo, presentatives from the San Mateo County Office of Education. It was a real wonderful celebration of people who helped us and it could not have happened without Diego Perez's excellent work and also Tatiana Sandoval and her wonderful support for the event. Also recognized our non-profit of the year, the San Mateo-Foster City Education Foundation, this person deserves a lot of credit, she is a huge asses to this community as the Executive Director and is proud to work with her and the work that she does on behalf of this district is essential.

4. PROPOSED CONSENT AGENDA (v)

Marcella Cardoza McCollum asked to pull items 4.1.1 and 4.2.11

Motion Passed: Passed with a motion by Trustee Watkins a second by Trustee Corzo.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Alison Proctor
Yes Shara Watkins

4.1. EDUCATION SERVICES

4.1.1. Approval of Instructional Minutes 2022-2023 Elementary Schools

David Chambliss indicatdd that this is the annual step where we bring to the Board the instructional minutes for elementary schools.

Clarifying Questions from the Board:

Trustee Chin made a point where grades four through eight are listed and that it is 54,000 minutes and inquired if there is another middle school item coming back next time.

Public Comments:

Marcella Cardoza McCollum wanted to highlight the difference on minutes per site per year and wanted to know the rationale.

Board Comments:

Trustee Watkins indicated that she is interested in having this conversation around the discrepancy in the instructional minutes

Trustee Chin added that he agrees with the recommendation to talk about the difference in instructional minutes.

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

Yes Kenneth Chin
Yes Noelia Corzo
Yes Alison Proctor
Yes Shara Watkins

4.2. BUSINESS/FINANCE

4.2.1. Designating Signatories

4.2.2. Approval of Resolution No. 41/21-22 - Disposal of Equipment

4.2.3. Resolution No. 42/21-22 for Education Protection Act (EPA) Funds

4.2.4. Resolution No. 43/21-22 - Orders Drawn on District Funds

4.2.5. Resolution No. 44/21-22 - Authorizing Signatures Bank Clearing Account

4.2.6. Resolution No. 45/21-22 - Authorizing Signatures/LAIF

4.2.7. Resolution No. 46/21-22 - Adding Board Members to CalPERS Medical

4.2.8. Approval of contracts for Fresh Produce for the school year 2022-23

4.2.9. Contracts & Consultants \$45,000 and Under

4.2.10. Listing of Payments to Meet District Expenditures

4.2.11. Contract Extension with First Student

Patrick Gaffney indicated that this is the contract with Conrad extension with First Students that we are proposing renew for a year. The existing contract we have with First Students has a provision in it that enables us to extend the contract up to five years on an annual basis within that five-year period of time.

Clarifying Questions from the Board:

None

Public Comments

Marcella Cardoza McCollum expressed that it was hard to understand the increase amount on this participalr agenda item.

Randi Paynter echoed Marcella's concern for more details in the financial impact.

Patrick Gaffney would be happy to share with the public and the board and want to make sure we are fully transparent. Weekly meeting with senior leadership team and the issue that they had in the past are not happening anymore.

Board Comments:

Trustee Chin inquired about whether or not the state would grant funding for electric and hybrid buses.

Trustee Proctor expressed that she would like to see a survey go out to families to see if there are issues we are not aware of.

Trustee Corzo indicated that she is glad to hear there is more stability with the bus drivers and added that they are part of essential workers in our district.

Motion Passed: Passed with a motion by Trustee Chin a second by Trustee Corzo

Yes Kenneth Chin
Yes Noelia Corzo
Yes Alison Proctor
Yes Shara Watkins

4.3. HUMAN RESOURCES

4.3.1. Personnel Report: Resignations, Releases, and/or Retirements

4.3.2. Personnel Report: New Hires and Assignment Changes

5. EDUCATION SERVICES

5.1. LCFF Local Plan Indicators 2021-2022

David Chambliss indicated that school districts are required to measure and report their progress on state priorities not related to state collected data through the California Dashboard. The local indicators are: Basic Services, Implementation of State Academic Standards, Parent Engagement, and School Climate. Local educational agencies will annually measure progress, report results at a regularly scheduled board meeting, and publicly report the results through the California School Dashboard.

Clarifying Questions from the Board:

None

Public Comments:

None

Board Comments:

Trustee Proctor indicated that she would like to see a school climate student survey to highlight that when students move to middle school they feel disconnected and appreciate what the district is doing to address those issues.

5.2. Approval of Local Control Accountability Plan(LCAP) 2022-2023 (v)

David Chambliss stated that the State legislation calls for districts to seek input and develop an accountability plan for increasing student achievement which reflects District goals (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 Corzo indicated that LCAP is basically a budget and strategic plan that is very specific and we have seen it before.

Trustee Chin, thanked David Chabliss for the presentation.

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

Yes Kenneth Chin
Yes Noelia Corzo
Yes Alison Proctor
Yes Shara Watkins

6. STUDENT SERVICES

6.1. Approval of Student Cell Phone Free Environment Guidelines & Procedures (v)

Dennis Hills indicated that in an effort to maximize every student's opportunity to learn and build positive relationships at school, starting in the 2022-2023 school year, the San Mateo-Foster City School District will be a cell phone-free learning environment at the Middle School level.

The guidelines and procedures for this initiative are presented for the Board of Trustees for approval.

The school administration and district administration strongly support use the Yondr pouches which negate student cell phone use during the school day. We believe that using Yondr pouches will improve student mental health. We believe that using Yondr pouches will decrease behavioral incidents as well.

Clarifying Questions from the Board:

Trustee Corzo wanted to get clarity on the process on how the phones are demagnetized, it is done by the student or teacher. In case of an emergency are the teachers allow to demagnetized the phones? Is the family responsible for replacing the pouch in case it is damage.

Trustee Watkins inquired about what kind of training and support will teachers and staff receive.

Dennis Hills indicated that there have been and will continue to have training for teachers and administrators. Will continue to share with the community and board, will send letters to families and will host community meetings about this topic.

Trustee Chin asked if the smart watches are included in the pouches.

Trustee Proctor indicated that she would like to see engagement with parents about this process.

Dennis Hills indicated that the pouches cost approximately \$10 each and that the District will not be asking families to replace in case they get damaged.

Public Comments:

Marcella Cardoza McCollun expressed that she come to this with very mixed feelings and would like parent feedback. Would like to learn more about during emergencies also multiple exit points also impact on tardiness

Randi Paynter indicated that she would like parent engagement prior to making a decision tonight.

Matthew Frieauf, teacher at Abbott Middle School, thanked to those who helped with the process of phone free policy and wanted to shared some concerns regarding the violation section of the guidelines and procedures documents and indicated that it is soft on crime and kids need firm boundaries. They need to know when they crossed the line and what the consequences will be and that it will be ideal if these consequences were clearly laid out uniformly across all the middle school in the District.

Board Comments:

Trustee Watkins shared about what stakeholder engagement has looked like around the yonder pouches and how we arrived here.

Dennis Hills indicated that this is our first opportunity to present the yonder pouches idea and that it has been a hard year and we know that cell phones do present a distraction and opportunity for students to engage in behaviour that has been disruptive and harming to one another and this will prevent students from using the cell phones in a way that they were not ideally intended for.

Trustee Chin indicated that the pouches are great, has seen how they are used at San Mateo High School and would need more information about the smart watches. It is a good idea but would like additional feedback. Do believe it will do wonders for the students.

Trustee Corzo indicated that she remembered having the conversation more recently and it is really effective and doesn't see moving away from it. It will improve student morale and the climate at schools. It is very clear that this will help students with their mental health and we need to move forward with it.

Trustee Watkins also remembers having a conversation at a study session and the information has been shared and this process addresses a real concern and is fully in support of this decision. It would be ideal to monitor the impact maybe creating a survey before and after, and having a cell phone will not prevent an emergency.

Trustee Proctor indicated that she is in favor of having free phone policies in schools and add it that It will be great for students and that they will have less distractions.

Superintendent Ochoa expressed that over 500 students reported in a survey that they have been harassed or bullied through social media due to the engagement and access with their phones.

Motion Passed: Passed with a motion by Trustee Watkins a second by Trustee Corzo.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Alison Proctor
Yes Shara Watkins

6.2. Special Education Update

Heather Morgan indicated that this presentation will provide the Board of Trustees with program, fiscal, and staffing updates and implications for the Special Education Department. Program updates will include Information about plans for inclusion, professional development, and equity for dual-identified students.

Jennifer Mayman, made a presentation about SEDAC and indicated that they had a great year. They provided a lot of wonderful resources to families of children with disabilities, had presentations about IEPs and eligibility areas, special education laws and parent rights and all of the recording and resources are available on the SEDAC website.

Clarifying questions from the Board

Trustee Proctor and Trustee Corzo had clarifying questions about NPA and NPS actuals, social media person, facebook groups or other ways to inform families. Also inquired about meetings specifically to the Latinx community regarding special education.

Public Comments

Marcella Cardoza McCollum thanked Jennifer Mayman and Heather Morgan for the detailed presentation.

Board Comments

Trustee Chin thanked Heather for the presentation and for the work that has been done.

Trustee Watkins indicated that appreciates all the work and would like to see a five year plan to have a sense what the thinking is.

Trustee Corzo expressed that there is so much to do in this area for these kids but we are making process and she sees the difference from last year.

Trustee Proctor thanked Heather for the presentation and is wondering if we are short staff and maybe send a quick email after June 30 with an update.

7. BUSINESS/FINANCE

7.1. Approval of 2022-2023 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.

The District is required to conduct a public hearing for the Budget at the first regularly scheduled board meeting in June, and to present the LCAP and the Budget to the Board of Trustees for adoption at a subsequent board meeting. This action is consistent with the Budget Calendar.

Following board adoption of the budget, the budget is filed with the County Superintendent of Schools for review prior to being submitted to the state.

The proposed budget is available for inspection at the District Office.

Clarifying Questions from the Board:

None

Public Comments:

None

Board Comments:

Trustee Chin thanked Patrick and the team for the hard work on putting this together.

Trustee Proctor thanked Patrick for the presentation

Motion Passed: Passed with a motion by Trustee Corzo a second by Trustee Chin.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Alison Proctor
Yes Shara Watkins

8. HUMAN RESOURCES

8.1. Addendum for Assistant Superintendent Employment Contracts (v)

Patrick Gaffney indicated that after meeting and conferring with the Assistant Superintendents, the Superintendent recommends a 3% salary increase effective to July 1, 2022 and a 3% salary increase effective July 1, 2023.

The salary increase for Assistant Superintendents is consistent with other employee groups in the District and provides incentive to retain Assistant Superintendents in the District.

Clarifying Questions from the Board:

None

Public Comments:

Randi Paynter inquired about the recent contract for David Chambliss and now this 3% increase.

Board Comments:

None

Motion Passed: Passed with a motion by Trustee Chin a second by Trustee Corzo.

Yes Kenneth Chin
Yes Noelia Corzo
Yes Alison Proctor
Yes Shara Watkins

9. SUPERINTENDENT SERVICES / BOARD

9.1. Discussion of Middle School Discipline Data, Student & Parent Survey

Results: School Safety

Superintendent Ochoa indicated that administration expects to formulate a proposed Memorandum of Understanding for the Board's discussion at the regular August meeting of the Board of Trustees. In the last six months, district staff has held numerous engagement activities related to school culture and school safety, including: Board Community Workshops, Town Hall, Student Surveys, Parent Surveys, Staff engagement, LCAP Engagement Meetings.

Based on survey data, discipline data, and qualitative data, the district will create possible new MOU language that addresses school safety and School Resource Officers engagement. Administration recommends that the Board receive this report.

Clarifying Questions from the Board:

Trustee Corzo inquired about if there is a way to disaggregate the data by income level.

Superintendent Ochoa indicated that the data is being disaggregated by ethnicity and by gender identify and doing it by income level may not be as accurate since it is self reporting.

Trustee Chin inquired if this was a second survey.

Public Comments:

Marcella Cardoza McCollum expressed appreciation for the presentation and had comments about the survey.

Board Comments:

Trustee Chin thanked Superintendent Ochoa for the clarification and inquired about if the survey was sent to only middle school families or the entire district.

Trustee Watkins inquired about what other factor do we want to consider in terms of the desegregated data and does it make sense to survey kids again.

Trustee Proctor indicated that students need to learn how to resolve conflict, changes to build trust, they should be treated like adults and their voice is important. Also expressed that we need more training for adults on how to calm things down. Who would they talk to if something happens and would love to hear from students.

Trustee Corzo indicated that she is really glad that we are sending surveys to students and families and agrees with a lot of Alison said.

10. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Trustee Chin would like to share as we are wrapping up to the end of the school year, it was very rewarding to shake the many graduating student's hands after coming back from the pandemic.

Trustee Proctor spoke about the middle school graduations and how regarding it was. Also expressed that she was a chaperon at the dance and it was great to see the students dance and having fun.

Trustee Watkins thanked everyone for all the hard work and add it that we have made good progress.

Trustee Corzo indicated that the graduation was a great experience. To see different styles and cultural norms and to see our community come together to celebrate our kids. Wished all the graduates success in life. Requested to put student's trustee in the agenda.

11. FUTURE MEETING DATES

Special Board Meeting:

August 4, 2022

Regular Board Meeting:

August 18, 2022

12. ADJOURNMENT

The regular board meeting adjourned at 9:47 pm.

12.1. Adjournment (v)

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

Yes Kenneth Chin
Yes Noelia Corzo
Yes Alison Proctor
Yes Shara Watkins

Board Secretary

Date