

MEETING MINUTES

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**1. CALL TO ORDER: 5:30 PM**

The Board meeting began at 5:32 pm.

**2. CONVENE TO REGULAR MEETING**

A. Flag Salute

Trustee Proctor led the flag salute.

B. Roll Call

The following board members were present:

LaTisa Brooks  
Gene Kim  
Alison Proctor  
Maggie Trinh  
Shara Watkins

C. Approval of Agenda: April 25, 2024

Patrick Gaffney requested to remove item 5B5 and move item 5A2 to action off the consent agenda for discussion.

**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

**3. SPECIAL PERFORMANCE**

A. Abbott Complex: Student Performance "Matilda"

Students Jillian and Queen performed a small snip.

**4. STATEMENTS**

A. Public Statements Related to Non-agenda Topics:

Cyrus Moriente, Para Educator for the District, spoke about the violence against the Palestinian people.

Laura Walters, a Teacher at Bowditch Middle School, SMETA Representative, and SMFCSD parent, spoke about the school's support and the restorative justice, positive interactions, and empathy that are happening there.

San Mateo resident, a former Bowditch student, is a community member who supports teachers' rights, advocates for their community, and sees that peace is linked to justice. Justice for those affected, and as a student, it is important to hear teachers' voices and witness that the adults take a stand in the work, which is vital.

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

C. Foundation / Committee / PTA Council Reports

Trustee Proctor made an update for the Education Foundation indicating that on Sunday is the basketball game as our very own SMFC School District staff takes on the renowned Harlem Wizards in a thrilling basketball game at 3:00 p.m. at Aragon High School.

D. SMETA / CSEA / SMFCAA Updates

Jessica Murphy, Language and Literacy TOSA at George Hall Elementary School, supports the Principal on maternity leave. George Hall prides itself on being a kind and inclusive school. Two staff members are co-facilitating a new inclusion program called Peer Inclusion Leaders for 3-5 students.

Summer Letcher-Smith, School Psychologist, and Brandon Bielagus, SDC Teacher, spoke about the program, which was created to create space for more friendships between students with different brain chemistries and forms to increase awareness about different learning styles and to learn from each other and for students to act as advocates for students with special needs and hold leadership positions at the school. George Hall Students Josie, a 5th grader, Timothy, a 4th grader, and Madeline, a 3rd grader, spoke about neurodiversity and inclusion.

Kattie Hasselton, San Mateo Park School Principal, and two community student representatives, Bella in 5th grade and Isela in 2nd grade. They spoke about the goals of becoming a community school to enrich the student experiences. They also highlighted what makes San Mateo Park special, indicating that San Mateo Park students are welcoming and friendly, and the campus is beautiful. They have music and a Lego lab for enrichment, and the staff is super special and nice.

Alicia Aragon indicated that they had their regular meeting last night, and an MOU was voted down due to the lack of education experience, testing requirements, and data concerns in general.

Katherine Pratt, SMETA President, thanked the students for their performance and information about their schools. Thanked the Trustees, Proctor, Trustee Kim, and Trustee Trinh, for joining the SMETA leaders this past weekend during the leadership brunch.

F. Superintendent Report

Superintendent Ochoa thanked the students for an amazing performance and Laura Walters for her comments about Bowditch. He indicated that he attended the Gold Rush play at Laurel, which was so natural, and the kids were excellent. He also had an opportunity to visit classrooms and spend time with TOSAs, talking about connecting more students to social-emotional growth. He had the opportunity to visit Sunnybrae for the ready-to-launch series, where they had a wonderful conversation with Sunnybrae staff about the work they want to do with the community schools and sent kudos to the principal and teachers for being connected.

5. **PROPOSED CONSENT AGENDA (v)**

Trustee Proctor reminded that items pulled 5A2, which will be a separate item, completely removed 5B5, and also would like to pull item 5A9 for discussion.

Trustee Gene asked to pull item 5A8 for discussion.

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

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

A. BUSINESS/FINANCE

1. Report of the 2022-2023 Citizens Bond Oversight Committee for Measures X and T
2. Authorize the Issuance of Election of 2015 GOB, Series C, and Related Actions

Patrick Gaffney indicated that this Resolution authorizes the issuance of Bonds, specifies the basic terms, parameters, and forms of the Bonds, and approves the form of Purchase Contract and Preliminary Official Statement in particular, Section 1 of the Resolution establishes the maximum aggregate principal amount of the Bonds to be issued (\$29,000,000).

**Clarifying Questions from the Board**

None

**Public Comment**

None

**Board Comments**

None

Item 5A2 passed with a roll call vote:

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

3. Approval of the 2024-2025 After School Program Agreement with Newton Center And Addendum to the 2023-2024 Agreement
4. Ratify Purchase Order Report for Contracts, Consultants, and Services of \$45,000 or Less
5. Approval of District Expenditure Report
6. Acceptance of Gifts Presented to the Schools and Sites
7. Approval of the Fee Schedule for the Facilities Use Rental and the Performance Art Center for the 2024-2025 Fiscal Year
8. Approval of Resolution No. 18/24-25 to Increase the School District Parcel Tax Rate

Trustee Kim pointed out some clerical issues and also had some clarifications about this item.

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

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

9. Bowditch Middle School - Change Order #4 - Drama & Science Buildings - Rodan Builders

Trustee Proctor requested that school projects be kept separate to be clear.

Amy Ruffo indicated that they will provide a report next month detailing each project's amount.

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

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

10. Ratify Amendment 1 to Atlas Technical Consultants LLC for Highlands Elementary New Multipurpose Room Project
11. Ratify Change Order No.6 to Gonsalves & Stronck Construction Company, Inc for the Highlands Elementary New Multipurpose Room Project

**B. HUMAN RESOURCES**

1. Approval of Concordia University Intern and Student Counseling and Psychology Agreement
2. Approval of Personnel Report: New Hires and Assignment Changes
3. Approval of Personnel Report: Resignations, Releases, and/or Retirements
4. Approval of the San Mateo-Foster City School District and California School Employees Association (CSEA), Chapter 411 MOU Agreement of the 11 Month Calendars and Holiday Calendars for the 2024-2025, 2025-2026, and 2026-2027 School Years
5. Approval of MOU with CSEA and Job Description - Lead Community Services Specialist

**C. EDUCATION SERVICES**

1. Approve Ellevation Strategies - English Learner Management Software
2. Approve the purchase of Illuminate Education Assessment Software through Renaissance
3. Approve the Agreement with the Stanford World Language Project - College Park Mandarin Immersion Program
4. Approve Montessori Teacher Residency Elementary Training (2024-2026)
5. Approve the Continued Support of the Teacher Induction Program for 2024-2025

**D. STUDENT SERVICES**

1. Approval of Williams Quarterly Report - Third Quarter 2023-2024
2. California State Preschool Program Expansion Funding Request for Applications
3. Yondr School Program Agreement

**6. HUMAN RESOURCES**

**A. Approval of Variable Term Waiver for IA (v)**

John Cosmos indicated that the California Commission on Teacher Credentialing allows districts to temporarily waive the California basic skills requirement and the English learner authorization and professional preparation program for a specialist instruction credential in special education for a maximum of one year. The district was able to recruit a qualified

educator to teach as a resource specialist. Ivanna Benice Asis is working on her ed. specialist credential; however, she needs additional time to complete the requirements. Ivanna Benice Asis has over ten years of experience teaching in the Philippines.

The administration recommends that the board approve a one-year variable term waiver for the education specialist preparation program, basic skills requirement, and English learner authorization for Ivanna Benice Asis, a certificated teacher.

**Clarifying Questions from the Board:**

none

**Public Comments:**

None

**Board Comments:**

None

Item 6A passed with a role called vote:

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

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

John Cosmos indicated that this Resolution is where we recognize our outstanding educators, classified staff, and certificated staff and thank everyone for the tremendous work that all employees do for our students and other employees daily. Indicated that May 6-10, 2024, has been declared certificated employee appreciation week, and May 7, 2024 is the day of the teacher. The administration recommends that the board of trustees adopt resolution no. 16/23-24 honoring the district's certificated employees

Each board member read out the resolution.

**Clarifying Questions from the Board:**

None

**Public Comments:**

None

**Board Comments:**

Trustee Watkins indicated that this board had asked a lot from teachers and wanted to acknowledge the work teachers do.

Trustee Proctor also thanked all the teachers for their work with our students. She is glad we have this week to show our appreciation.

Trustee Trinh acknowledged the non-teacher certificated staff daily and supported our students inside and outside the classrooms.

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

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

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

John Cosmos recognized our classified staff for their amazing work and for supporting each other. Also indicated that May 19-25, 2024, has been declared classified school employee appreciation and recommended for the board of trustees to adopt Resolution no. 17/23-24 honoring the district's classified staff

Each board member read out the resolution

**Clarifying Questions from the Board:**

None

**Public Comments:**

None

**Board Comments:**

Trustee Trinh thanked all the classified staff, saying it takes a village to care for the schools and keep them running neatly.

Trustee Watkins also expressed appreciation for the classified employees who provide different support for our kids, students, and families.

Trustee Kim echoed the comments on both resolutions from the other trustees and expressed tremendous appreciation for all employees and everything the staff does for the students.

Trustee Proctor indicated that the classified staff is the first face we see when we go to the schools, and they are a really important piece to making a school. We appreciate what they bring to the school district and thank them for all they do.

**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

D. Approval of Resolution for Reduction of Classified Services for 2024-2025 (V)

John Cosmos indicated this is the annual resolution for reducing classified services for 2024-2025. We have reviewed the reductions with our CSEA partners and will forward them for your approval tonight.

**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 Kim.

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

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

Trustee Watkins requested a discussion on PTA funding with current data in addition to getting some of the local policies.

Trustee Trinh indicated that she is curious about the overall school funding.

Trustee Kim thanked SMETA, the California Teachers Association, for hosting them this weekend at the Leadership Meeting and also congratulated Principal Estonina at College Park, whom she recently honored with the Prestigious Principal of the Year 2024 Award by the California Association of Asian and Pacific Islander Leaders in Education.

Trustee Proctor thanked the SMETA Leaders who invited them to the CTA event on Saturday. She also thanked Highlands, Sunnybrae, and Bowditch for the school visit and shared her trip to Washington, D.C., with Bowditch's 8th-grade students.

Trustee Brooks thanked our classified and certified employees, indicating they are much appreciated for everything they do. She also spoke about her trip to Washington, DC, for the Coast to Coast state-wide conference to advocate for legislation, which was a great experience.

**8. FUTURE MEETING DATES**



Study Sessions:

- May 9, 2024 - Community Schools

Regular Board Meeting:

- May 23, 2024
- June 27, 2024

**9. PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

No comments

**10. RECESS TO CLOSED SESSION at 6:59 pm**

- A. Public Employee Discipline / Dismissal / Release, pursuant to Government Code 54957(b) (V)

**11. RECONVENE TO OPEN SESSION**

- A. Report of Closed Session

Trustee Proctor indicated that by a vote of 5 to 0, seventeen temporary certificated employees were released as certificated employees effective the close of the 2023-24 school year.

The Board took action in closed session by unanimous vote of all trustees present to immediately suspend without pay and dismiss a permanent certificated employee.

**12. ADJOURNMENT**

- A. Adjournment (v)

**Motion Passed:** Passed with a motion by Trustee Trinh 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 8:01 pm.