



**Wednesday, November 6, 2024
Board of Trustees Regular Meeting - 7:00pm**

EDUCATING EVERY CHILD FOR SUCCESS

**REDWOOD CITY SCHOOL DISTRICT
750 Bradford Street
Redwood City, CA 94063**

For anyone who would like to access the Regular Board Meeting virtually, please join the RCSD School Board using the Zoom link below:

**TELECONFERENCE MEETING
<https://rcsdk8-net.zoom.us/j/86175194254>**

Phone one-tap: US: +16694449171,,86175194254# or +16699006833,,86175194254#

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Webinar ID: 861 7519 4254

If you are joining the meeting via Zoom and require Spanish interpretation please call: 978-990-5137 and press 8377041# for the password.

Si se une a la reunión a través de Zoom y necesita interpretación al español, llame por teléfono al: 978-990-5137 y presione 8377041# para la contraseña.

MESSAGE FOR VIRTUAL ATTENDEES

The Board invites the public to join the open session portion of the meeting and offer public comment via Zoom. Additionally, the meeting will be recorded and staff will be available to receive real-time comments via the links below. Comments received during the open session of the meeting will be shared publicly during the meeting:

**ENGLISH
<https://forms.gle/QVWrqJgRH7pwbSJ88>**

**SPANISH
<https://forms.gle/2nhj5Ur6zCdjWLj9>**

If you are joining the meeting in person and require Spanish interpretation, please request a transmitter located in the back of the room.

Si asiste a la reunión en persona y necesita interpretación al español, solicite un transmisor situado al fondo de la sala.

The virtual meeting will be recorded and the video will be posted within 24 hours after the conclusion of the meeting.

If you need special assistance or a modification due to a disability (including auxiliary aids or

services) to participate in this meeting, please contact Evelyn Campos at ecampos@rcsdk8.net at least 48 hours in advance of the meeting and we will make our best efforts to accommodate.

MESSAGE FOR IN-PERSON ATTENDEES

TRANSLATIONS: Spanish translation of the meeting shall be provided to anyone who so desires. Please advise the secretary seated next to the Superintendent at the dais.

SPEAKING AT BOARD MEETINGS: The public is encouraged to speak to the Board on issues of concern whether or not the issue(s) is/are on the agenda. To address the Board, please complete a Speakers Card (available at the entrance) and give it to the secretary. If you wish to speak to the Board on a subject listed on the Agenda, you will be called to the podium at the time that item is being considered by the Board. If the item is not on the agenda, you will be called to the podium during Oral Communication. Public comments are limited to 3 minutes per person per topic unless otherwise noted.

CHANGES OR ADDITIONS TO THE AGENDA: Consent Items are voted on simultaneously with one motion and are not debated or discussed by the Board. The action indicated on each item is deemed to have been considered in full and action will be taken as worded in the item. If a Board Member or the Superintendent so requests, any item can be moved in order or removed entirely from the Agenda. If you want to discuss an item, please let us know with a Speakers Card before we change the Agenda, so we can keep it out of Consent Items.

ELECTRONIC DEVICES: Please turn the sound off on all cell phones, pagers and other electronic devices, to avoid disrupting these proceedings.

ONLINE BOARD PACKETS: As of March 2011 we no longer produce printed board packets. Any member of the public may access board documents at: <https://go.boarddocs.com/ca/redwood/Board.nsf/Public>. If you would like to follow along during the meeting and you are inside the board room, you may utilize our Wi-Fi network: rcsdguest (no password required).

1. Call to Order - 1 min

Subject	1.1 Roll Call
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	1. Call to Order - 1 min
Access	Public
Type	Procedural

2. Welcome - 1 min

Subject	2.1 Welcome by the School Board President, Janet Lawson
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	2. Welcome - 1 min
Access	Public
Type	Procedural

3. Changes to the Agenda - 1 min

Subject	3.1 Additions, Deletions, or Modifications to the Agenda
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Meeting Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category 3. Changes to the Agenda - 1 min
Access Public
Type Discussion

4. Approval of Agenda - 1 min

Subject 4.1 Approval of Agenda
Meeting Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category 4. Approval of Agenda - 1 min
Access Public
Type Action
Recommended Action Motion to approve the agenda as submitted or amended.

5. Oral Communication

Subject 5.1 If you have public comment related to a Regular Board Meeting item, please post it on the links available under Public Content prior to the Regular Board Meeting or immediately upon the meeting opening.
Meeting Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category 5. Oral Communication
Access Public
Type Information

Public Comment Links:

English:
<https://forms.gle/QVWrgJgRH7pwbSJ88>

Spanish:
<https://forms.gle/2nhj5Ur6zCjdjWLj9>

6. Public Hearing - 20 min

Subject 6.1 Public Hearing Regarding the Design-Build Agreements for Solar Photovoltaic Systems
Meeting Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category 6. Public Hearing - 20 min
Access Public

Type Information

Rationale: Pursuant to California Government Code section 4217.10 et seq., the Redwood City School District (RCSD) has completed the review of proposals from contractors in response to the Request for Proposals for the RCSD Solar Photovoltaic (PV) Cash Purchase Project. The Project consists of the design, construction, commissioning, and maintenance of new solar PV arrays at nine sites (Garfield Community School, Henry Ford ES, Hoover ES, Orion Alternative & Mandarin Immersion, Roy Cloud ES, McKinley Institute of Technology/North Star, Kennedy MS, Taft ES, and 3150 Granger Way).

Notice was further given that pursuant to California Government Code section 4217.12, the RCSD's Board of Trustees would hold a public hearing to consider awarding the Cash Purchase Agreement to Holt Renewables, LLC for the Project. The Notice of Public Hearing was posted on October 23, 2024 at the District Office.

The Public Hearing will be held on November 6, 2024, at 7:00 pm PT, or as soon thereafter as practicable, in the RCSD Boardroom at 750 Bradford St., Redwood City, CA 94063. All interested persons may appear and be heard at the public hearing.

The anticipated findings the Board of Trustees will consider are: The anticipated cost to RCSD to implement the energy related improvement services provided by Holt Renewables, LLC will be less than the anticipated marginal cost to RCSD of thermal, electrical, or other energy that would have been consumed by RCSD in absence of the proposed purchases.

Financial Impact: None at this time.

Submission for Approval

Prepared by: Martín Cervantes, Interim Bond Program Director; Will Robertson, Bond Program Manager

Approved by: John R. Baker, Ed.D., Superintendent

7. Bond Program Action Items - 30 min

Subject	7.1 Adoption of Resolution No. 8 and Approval of the Design-Build Agreements for Solar Photovoltaic Systems at 9 Sites
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	7. Bond Program Action Items - 30 min
Access	Public
Type	Action
Recommended Action	It is the Administration's recommendation that the School Board adopt Resolution No. 8 and approve the design-build agreements for solar photovoltaic systems at 9 sites.
Goals	6. Manage bond construction projects on time and on budget.

Rationale: The design-build solar photovoltaic agreements are for the following sites: Garfield Community School, Henry Ford ES, Hoover ES, Orion Alternative, Roy Cloud ES, McKinley Institute of Technology/North Star Academy/MOT Yard, Kennedy MS, Taft ES, and 3150 Granger Way.

If the School Board approves these agreements and maintains the PGE NEM 2.0 rate grandfathering, the District will see a general fund savings of \$21,118,000 over the 25-year life of the systems.

Government Code section 4217.10 et seq. allows Districts to enter into energy savings agreements without hard bidding if certain conditions are met.

Here, the District has complied with the requirements of Government Code section 4217.10 et seq. by:

- Engaging with an independent energy project consulting firm, NV5 Inc., to analyze the District's energy savings in connection with preparing project scopes for the nine sites ("Solar Projects") whereby the Solar Projects result in a net energy cost savings for the District;
- NV5 ultimately identified solar photovoltaic canopy structures with net-metered systems at the nine sites. Per NV5's analysis, attached as Exhibit A to the Resolution, these Solar Projects will result in net energy cost savings to the District;
- Utilizing a competitive Request for Proposals process to solicit proposals from qualified firms, and to select a contractor to provide design-build, operations and maintenance, and performance guarantee services in connection with the Solar Projects;
- Providing public notice of a public hearing regarding the potential energy savings contract for the Solar Projects; and
- Conducting the public hearing.

The Resolution contains the written findings supporting the District entering into energy savings agreements with Holt Renewables, LLC ("Holt").

An Operations & Maintenance (O&M) Agreement and a Performance Guarantee ("PeGu") for the Solar Projects are included for approval with this item but are not included in the financial impact total below because they will be paid for with project savings during operation.

Financial Impact:

Design Build Contracts - \$12,424,000;
 Electric Vehicle Charging Infrastructure and Non-PV Shade Structure - \$320,000;
 Estimated Project Development Soft Costs, including Contingency, Consultants, Inspections, Testing, and Permitting Fees - \$1,948,000;
 Total Financial Impact: \$14,692,000.

Operations and Maintenance/Performance Guarantee Contracts (25 Year Term) - \$2,884,000 (Year 1 is \$55,862.21 with a 3% per year escalation and RCSD can only contract for 5 years at a time. The dollar amount is not included in the total financial impact below because this will be paid for with project savings).

Budget Source: Fund 21 - Measure T GO Bond Funds and/or Fund 35.

ATTACHMENTS:

- Resolution No. 8, Resolution of Board of Trustees of the Redwood City School District Making Findings on Energy Savings;
- Individual Solar System Design-Build Agreements (10 Total at 9 Sites);
- Solar System Operations and Maintenance Agreement;
- Solar System Performance Guarantee Agreement.

Submission for Approval

Prepared by: Martín Cervantes, Interim Bond Program Director; Will Robertson, Bond Program Manager

Approved by: John R. Baker, Ed.D., Superintendent

File Attachments

[Board Resolution 8 - 11.6.24.pdf \(183 KB\)](#)

[Individual Solar System Design-Build Agreement - Garfield Community School.pdf \(4,289 KB\)](#)

[Individual Solar System Design-Build Agreement - Henry Ford Elementary School.pdf \(5,570 KB\)](#)

[Individual Solar System Design-Build Agreement - Hoover Elementary School.pdf \(4,033 KB\)](#)

[Individual Solar System Design-Build Agreement - Kennedy Middle School System #1.pdf \(5,148 KB\)](#)
[Individual Solar System Design-Build Agreement - Kennedy Middle School System #2.pdf \(6,687 KB\)](#)
[Individual Solar System Design-Build Agreement - McKinley Institute of Technology - North Star Academy.pdf \(5,938 KB\)](#)
[Individual Solar System Design-Build Agreement - Orion Alternative School.pdf \(10,160 KB\)](#)
[Individual Solar System Design-Build Agreement - Roy Cloud Elementary School.pdf \(7,117 KB\)](#)
[Individual Solar System Design-Build Agreement - Taft Elementary School.pdf \(6,499 KB\)](#)
[Individual Solar System Design-Build Agreement - 3150 Granger Way Site.pdf \(4,091 KB\)](#)
[Solar System Operations and Maintenance Agreement.pdf \(471 KB\)](#)
[Solar System Performance Guarantee Agreement.pdf \(190 KB\)](#)

Subject	7.2 Adoption of Resolution No. 9 and Approval of Energy Services Agreement Between Redwood City School District and Southland Industries for the Purpose of Construction, Installation of Energy Efficiency Measures (lighting retrofit) on District Sites
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	7. Bond Program Action Items - 30 min
Access	Public
Type	Action
Recommended Action	It is the Administration's recommendation that the School Board adopt Resolution No. 9 and approve the proposal from Southland Industries for the Purpose of Construction and installation of Energy Efficiency Measures (lighting retrofit) on District Sites
Goals	6. Manage bond construction projects on time and on budget.

Rationale:

AB 2208 prohibits the sale and distribution as a new manufactured product of screw or bayonet base type compact fluorescent lamps as of January 1st, 2024, and pin-base type compact fluorescent lamps and linear fluorescent lamps as of January 1st, 2025. Fluorescent lights are present throughout the District and must be retrofitted to provide more updated facilities for our staff and students.

After extensive review and audits of facilities, it was determined that completing this retrofit would result in a 52% kWh reduction for the District. This translates to an estimated \$212,402 or 10% reduction in annual energy costs for the district, based on the yearly energy cost of \$2,230,874 in 2023-2024.

The proposed contract uses Government Code 4217, allowing a district to pick a design-build partner to construct this project. Government Code 4217 provides many advantages to the typical construction procurement process; it provides an advantageous framework for school districts looking to implement energy-saving projects, allowing them to enter into contracts without the usual competitive bidding process if certain conditions are met. Here are the primary advantages for a school district considering this option:

1. Streamlined Procurement Process

Waiver of Competitive Bidding: Under Government Code 4217, if a project is determined to provide cost savings or energy savings, the district can bypass the traditional, often lengthy, competitive bidding process. This can save time, reduce administrative burden, and expedite project timelines.

Flexibility in Contractor Selection: The district has the flexibility to select contractors or vendors based on qualifications and project fit rather than just cost, allowing the selection of a provider with a proven track record in energy projects.

2. Energy Cost Savings

Long-Term Financial Benefit: The primary condition for using this code is to demonstrate that the project will save energy costs over time. Reducing unpredictable energy costs can improve the district's budget forecasting.

Potential Rebates and Incentives: Many energy-related contracts can open up additional rebates and state or federal incentives, offsetting upfront costs and enhancing savings.

3. Positive Environmental Impact

Sustainability Goals: Many districts aim to reduce their carbon footprint and promote sustainability. Implementing energy-efficient solutions, such as solar power or LED lighting, aligns with these environmental commitments.

Community and Student Benefits: By investing in sustainable infrastructure, districts set an example for students and the community, emphasizing the importance of energy conservation.

4. Reduced Financial Risk

Assured Savings Model: Many energy service companies (ESCOs) offer performance-based contracts that guarantee a certain level of energy savings. This can lower financial risk, as the cost savings essentially fund the project, and the district may pay only for the results delivered.

Budget Certainty: The energy savings model under Government Code 4217 can provide districts with a clearer financial picture. Because cost savings are guaranteed over the contract's life, energy expenses are predictable.

5. Improved Facilities and Infrastructure

Modernization: Implementing energy projects often involves upgrading aging facilities or equipment, such as HVAC systems or lighting, leading to better facility performance and learning environments.

Reduced Maintenance Costs: Newer, more energy-efficient systems generally require less maintenance, freeing up resources for other facility needs.

This code allows school districts to maximize energy savings while accelerating project timelines and reducing procedural delays.

Financial Impact: The total cost will be \$16,964,775 and will be paid out of Measure S Funds

Submission for Approval

Prepared by: Martin Cervantes, Interim Bond Program Director; Eric Van Pelt, VPCS, Bond Program Manager

Approved by: John R. Baker, Ed.D., Superintendent

File Attachments

[Board Resolution 9 - 11.6.24.pdf \(903 KB\)](#)

[Energy Services Agreement - RCSD District Wide Lighting Systems Upgrade 09.25.24.pdf \(1,122 KB\)](#)

Subject	7.3 Approval of Contracts with QKA Architects for Design Services for the Following Projects Adelante Selby, Hoover School, Roosevelt School, and Taft School HVAC Upgrades Projects
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	7. Bond Program Action Items - 30 min
Access	Public
Type	Action
Recommended Action	It is the Administration's recommendation that the School Board approve the contracts with Quattrocchi Kwok Architects for the HVAC upgrade projects.

Rationale: The Redwood City School District has identified the need to upgrade the HVAC systems district-wide, and the following sites have been assessed. They will be completed first: Adelante Selby, Hoover School, Roosevelt School, and Taft School. The existing HVAC systems in these schools are outdated, leading to inefficient energy usage, higher maintenance costs, and challenges in maintaining optimal indoor air quality and temperature. In addition to replacing aging equipment, this project will add cooling capabilities to classrooms and administrative areas, addressing the increased demand for climate-controlled environments in our facilities.

Project Scope and Objectives:

This project aims to:

- Replace the existing HVAC systems to improve energy efficiency, reliability, and indoor air quality.
- Add cooling capabilities in classrooms and administrative areas, enhancing comfort for students and staff.
- Complete all upgrades in compliance with Division of the State Architect (DSA) standards to ensure safety, accessibility, and durability.
- Prepare the upgraded facilities to meet the needs of current and future students, aligning with the District's goals of maintaining high-quality learning environments.

Architectural Services:

Architectural services are required to obtain DSA approval and provide a comprehensive, functional design to facilitate the successful design and execution of these projects. QKA Architects has been selected to provide these design services, drawing upon their experience with school HVAC systems and compliance with DSA regulations. The architect's responsibilities will include initial site assessments, design and engineering, documentation preparation, construction administration, and coordination with DSA for project approvals.

Timeline and Budget:

- **Project Completion Date:** The HVAC upgrades are scheduled to be completed over the summer of 2025, minimizing disruption to school operations.
- **Preliminary Budget:** Initial budget allocations have been set for each school's project. However, as QKA Architects conduct further site assessments, there may be adjustments to account for any unanticipated requirements or conditions identified.

Financial Impact:

Adelante Selby: \$477,500

Hoover School: \$577,500

Roosevelt School: \$477,500

Taft School: \$477,500

Total: \$2,010,000 paid out of Measure S Funds

Submission for Approval

Prepared by: Martín Cervantes, Interim Bond Program Director; Eric Van Pelt, VPCS, Bond Manager

Approved by: John R. Baker, Ed.D., Superintendent

File Attachments

[Architect Agreement Taft HVAC.pdf \(550 KB\)](#)

[Architect Agreement Roosevelt HVAC.pdf \(559 KB\)](#)

[Architect Agreement Hoover HVAC.pdf \(550 KB\)](#)

[Architect Agreement Adelante Selby HVAC.pdf \(551 KB\)](#)

8. Consent Items - 1 min

Subject	8.1 Approval of Consent Items
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	8. Consent Items - 1 min
Access	Public
Type	Action
Recommended Action	Motion to approve the Consent Items 8.2 through 8.11.

Subject	8.2 Approval of the October 23 Board Meeting Minutes
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	8. Consent Items - 1 min
Access	Public
Type	Action (Consent)
Recommended Action	It is the Administration's recommendation that the School Board approve the October 23 Minutes for the Regular Board meeting, as submitted.

Rationale: The board minutes have been reviewed by the Clerk, the Superintendent, and Administration.

Financial Impact: None.

Submission for Approval

Prepared by: Evelyn Campos, Administrative Assistant to the Superintendent

Approved by: John R. Baker, Ed.D., Superintendent

File Attachments

[2024.10.23 Minutes DRAFT - Regular.pdf \(58 KB\)](#)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Subject	8.3 Approval of the Agreement between Redwood City School District and Mountain Valley Child and Family Services, Inc., to provide Non-Public School (NPS) and Residential Treatment Center (RTC) Services for the 2024-2025 School Year
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	8. Consent Items - 1 min
Access	Public
Type	Action (Consent)
Recommended Action	It is the Administration's recommendation that the School Board approve the agreement between Redwood City School District and Mountain Valley Child and Family Services, Inc., to provide Non-Public School (NPS) and Residential Treatment Center (RTC) services for the 2024-2025 School Year.

Rationale: The purpose of the contract is to ensure that, when necessary, students have access to specialized services operated by a Non-Public School (NPS) when an appropriate program is not available in the pupil's district of residence. It is agreed that when a student is placed in a special education program in their school of attendance, through the individualized educational plan process, then the district of residence retains all financial and legal responsibilities under the Individual with Disabilities Education Act and related federal and California laws. The term for the contract is from November 7, 2024, through June 30, 2025.

Financial Impact: The financial impact of the contract is \$214,816.00, which will be funded out of the SPED fund.

Submission for Approval

Prepared by: Maeve Mulholland, Director of Special Education

Approved by: John R. Baker, Ed.D., Superintendent

File Attachments

[MVS MVCFS Master Contract Board 11.6.24.pdf \(4,285 KB\)](#)

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Subject	8.4 Approval of Local Interagency Agreement to Provide Education and Training to Credential Candidates
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	8. Consent Items - 1 min
Access	Public
Type	Action (Consent)
Recommended Action	It is the Administration's recommendation that the School Board approve the attached interagency agreement(s) to provide education and training to credential candidates.

Rationale: This agreement is between the Redwood City School District and the California State University's CalStateTEACH Program. The agreement describes and confirms the expectations and responsibilities regarding the Student Teaching Program through which University students enrolled in a credentialing program will gain experience in the public school setting.

Financial Impact: None

Submission for Approval

Prepared by: Wendy Kelly, Deputy Superintendent

Approved by: John R. Baker, Ed.D., Superintendent

File Attachments

[CalState Teach ESD MOU board 11.6.24.pdf \(167 KB\)](#)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Subject	8.5 Approval of Amendment No. 2 to the Agreement between William Gomez and the Redwood City School District
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	8. Consent Items - 1 min
Access	Public
Type	Action (Consent)
Recommended Action	It is the Administrator's recommendation that the School Board approve the second amendment to the agreement between William Gomez and the Redwood City School District effective October 1, 2024-December 30, 2024.

Rationale: The Upstream Program started at Kennedy Middle School four years ago in partnership with CZI, Chapin Hall University, and a LifeMoves grant. The program's purpose was to support at-risk homeless families and provide them with community resources to prevent them from becoming homeless. The Upstream partnership program ended in November 2024.

In the 2021-2022 school year, the California Department of Education offered the Homeless Innovative Program Grant, a two-year grant, to all LEAs in California. This was a set-a-side of the State Education Agency's allocation of the America Rescue -Homeless Children and Youth (ARP-HCY) funds, which were used to fund twenty local education agencies (LEAs) through a competitive grant process.

Due to the success of the Upstream program, the RCSD applied for and received this grant to put together a manual to show other LEAs how to develop a program like this to support homeless students and families. William Gomez has been a key role player for the past years as he was one of the leads from LifeMoves during the development of the program.

The purpose of the 2-year Homeless Innovative Program Grant was to create a manual of the Model Innovative Practice RCSD-THRIVE and to share the Manual with other LEAs and Agencies by presenting at Counties of Education and through State and National Conferences. In the 2021-2022 school year, we created a 2-year contract with William Gomez to create the RCSD-T.H.R.I.V.E. Manual. The manual was developed in collaboration among the Student Services and Community School and Partnerships Departments.

The original 2-year contract with William Gomez was for \$30,000 each year. This first amendment reflected the additional services William Gomez provided to continue the completion of the manual, coordinating and leading the presentation of the manuals at conferences and other presentation opportunities among County Offices of Education.

The first amendment to the contract agreement between the Redwood City School District and William Gomez reflected an increase in support services to continue coordinating the RCSD T.H.R.I.V.E. Model Innovative Practice-MIP (formerly known as the Upstream program). The additional contracted services from January 8, 2024, through Dec. 8, 2024, increased by \$101,000.00 for a total amount of \$161,000.00

The second amendment reflects an increase of \$59,000 to extend William Gomez's collaboration with the Community Schools Department. His responsibilities will include completing the Community Mapping project, drafting and submitting two grant proposals, and supporting the implementation of the Salesforce platform. This amendment brings the total contract amount to a maximum of \$220,000 for services provided from August 17, 2022, through December 31, 2024. The Community Schools Program budget will cover the additional funding required for this extension.

Financial Impact: The agreement is amended to increase the maximum cost of contract services to \$220,000, which includes the maximum obligation of \$59,000 for amendment No. 2. The increase in funding will come directly from the Community Schools and Partnerships Grant, with no financial impact on the district's general or concentrated funds.

Submission for Approval

Prepared by: Antonio Perez, Director of Student Services, and Michelle Griffith Director of Community Schools and Partnerships

Approved by: John R. Baker, Ed.D., Superintendent

File Attachments

[William Gomez Amendment 2.pdf \(60 KB\)](#)

[First Amendment to the Contract WGandRCSD.pdf \(59 KB\)](#)

[RCSDWGomezFullyExec.Contract.pdf \(3,377 KB\)](#)

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Subject **8.6 Second Reading and Approval of Board Policy 5145.6: Parent/Guardian Notifications**

Meeting Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm

Category 8. Consent Items - 1 min

Access Public

Type Action (Consent)

Recommended Action It is the Administration's recommendation that the School Board read and approve Board Policy 5145.6: Parent/Guardian Notifications

Rationale: This policy was discussed at the October 23, 2024 Board meeting.

Financial Impact: None

Submission for Approval

Prepared by: Wendy Kelly, Deputy Superintendent

Approved by: John R. Baker, Ed.D., Superintendent

File Attachments

[BP 5145.6 PARENT GUARDIAN NOTIFICATIONS.pdf \(39 KB\)](#)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Subject **8.7 Second Reading and Approval of Board Policy 1113: District and School Websites**

Meeting Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm

Category 8. Consent Items - 1 min

Access	Public
Type	Action (Consent)
Recommended Action	It is the Administration's recommendation that the School Board read and approve Board Policy 1113: District and School Websites.

Rationale: This policy was discussed at the October 23, 2024 Board meeting.

Financial Impact: None

Submission for Approval
Prepared by: Wendy Kelly, Deputy Superintendent
Approved by: John R. Baker, Ed.D., Superintendent

File Attachments
[BP 1113 DISTRICT AND SCHOOL WEBSITES.pdf \(171 KB\)](#)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Subject	8.8 Second Reading and Approval of Board Policy 5113: Absences and Excuses
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	8. Consent Items - 1 min
Access	Public
Type	Action
Recommended Action	It is the Administration's recommendation that the School Board read and approve Board Policy 5113: Absences and Excuses

Rationale: This policy was discussed at the October 23, 2024 Board meeting.

Financial Impact: None

Submission for Approval
Prepared by: Wendy Kelly, Deputy Superintendent
Approved by: John R. Baker, Ed.D., Superintendent

File Attachments
[BP AR 5113 ABSENCES AND EXCUSES.pdf \(59 KB\)](#)

Subject

8.9 Second Reading and Approval of Board Policy 4033: Lactation Accommodation

Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	8. Consent Items - 1 min
Access	Public
Type	Action
Recommended Action	It is the Administration's recommendation that the School Board read and approve Board Policy 4033: Lactation Accommodation

Rationale: This policy was discussed at the October 23, 2024 meeting.

Financial Impact: None

Submission for Approval
Prepared by: Wendy Kelly, Deputy Superintendent
Approved by: John R. Baker, Ed.D., Superintendent

File Attachments
[BP 4033 LACTATION ACCOMMODATION .pdf \(49 KB\)](#)

Subject	8.10 Second Reading and Approval of Board Policy 6000: Concepts and Roles
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	8. Consent Items - 1 min
Access	Public
Type	Action
Recommended Action	It is the Administration's recommendation that the School Board read and approve Board Policy 6000: Concepts and Roles

Rationale: This policy was discussed at the October 23, 2024 Board meeting.

Financial Impact: None

Submission for Approval
Prepared by: Wendy Kelly, Deputy Superintendent
Approved by: John R. Baker, Ed.D., Superintendent

File Attachments
[BP 6000 CONCEPTS AND ROLES.pdf \(45 KB\)](#)

Subject	8.11 Ratification of Warrant Registers, October 1, 2024 - October 31, 2024
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	8. Consent Items - 1 min
Access	Public
Type	Action (Consent)
Recommended Action	It is the Administration's recommendation that the School Board ratify the attached warrant registers as submitted.

Rationale: Education Code Section 42631 states that all payments from funds of a school district shall be made by written order of the governing board of the district. The attached report consists of expenditures from various funds in the amount of \$5,386,585.74 for the period October 1, 2024, through October 31, 2024.

Financial Impact: The total disbursement from the San Mateo County Treasurer's Office amounts to \$5,386,585.74 and represents actual expenditures for all funds.

Submission for Approval
 Prepared by: Rick Edson, Chief Business Official
 Approved by: John R. Baker, Ed.D., Superintendent

File Attachments
[Warrant Register October 2024.pdf \(97 KB\)](#)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

9. Action Items - 15 min

Subject	9.1 Approval of Retirement Notification Incentive
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	9. Action Items - 15 min
Access	Public
Type	Action
Recommended Action	It is the Administration's recommendation that the School Board approve an early retirement notification incentive for employees. (Must be approved as an action item)

Rationale: In an effort to streamline staffing planning for the 2025-2026 school year and to assist in managing staffing reductions, it is the Administration's recommendation to offer an early retirement notification incentive. The incentive will be available as outlined below for employees who notify Wendy Kelly, Deputy Superintendent in writing via the [RCSD Retirement/Notice of Separation form](#), by the deadlines below.

- \$2,000 (Two thousand dollars) to employees with 1-34 years of service completed as of June 2025
- \$5,000 (Five thousand dollars) for employees with 35+ years of service completed as of June 2025

All Certificated Employees:

Notification deadline - by 02/15/2025 / retirement deadline by 06/30/2025

All Classified Employees:

Notification deadline - by 02/15/2025/ retirement deadline by 08/15/2025

Financial Impact: Up to \$50,000 in the Unrestricted General Fund ending balance, depending on the number of notifications received by the deadline.

For reference purposes, the following chart denotes the previous years' retirement notifications from employees:

Notification Date	Management Employees	CSEA Employees	RCTA Employees
Received by 2/15/24 for the 2024-25 school year	1	6	4
Received by 2/15/23 for the 2023-24 school year	2	3	6
Received by 2/15/22 for the 2021-22 school year	5	10	6
Received by 2/15/21 for the 2020-21 school year	1	9	8

Submission for Approval

Prepared by: Wendy Kelly, Deputy Superintendent

Approved by: John R. Baker, Ed.D., Superintendent

Subject 9.2 Approval of Reclassification of Classified Employees

Meeting Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm

Category 9. Action Items - 15 min

Access Public

Type Action

Recommended Action It is the Administration's recommendation that the School Board approve the reclassification of the classified positions specified below.

Rationale: Article 14 of the California School Employee Association (CSEA) Master Contract allows classified employees to submit requests for reclassification of position(s) and/or classification. Requests for reclassification are considered under the following circumstances: 14.1.1 Significant, ongoing, and long-term changes in job duties not included in the current job description; 14.1.2 The addition of new duties or the removal of existing duties from an existing job description; 14.1.3 Salary adjustment based on wage comparability of similar, regional elementary school districts

within San Mateo County. The following reclassifications were received by the Human Resources department in October 2023. The joint CSEA/District Reclassification Committee met several times to review the requests. The Committee recommendations were then submitted to the Superintendent for approval.

The District and CSEA have completed negotiations regarding the final outcome of the reclassification requests and have agreed to the following reclassifications:

CLASSIFICATION	CURRENT RANGE	NEW RANGE	CRITERIA	CHANGE
Account Specialist I	19.0	23.0	14.1.3	Consolidate all Account Specialist job classifications (I, II, and III) into a new job classification titled: Account Specialist
Account Specialist II	21.0	23.0	14.1.3	Consolidate all Account Specialist job classifications (I, II, and III) into a new job classification titled: Account Specialist
Account Specialist III	22.0	23.0	14.1.3	Consolidate all Account Specialist job classifications (I, II, and III) into a new job classification titled: Account Specialist
Student Services Admin Support	23.0	25.0	14.1.1	Reclassify to new existing job classification: Student Information Systems Specialist
Accountant I	27.0	29.0	14.1.3	No change to job duties
Accountant II	28.0	30.0	14.1.3	No change to job duties
Carpenter	26.0	27.0	14.1.3	No change to job duties
Electrician	29.0	30.0	14.1.3	No change to job duties
Grounds Specialist	22.0	23.0	14.1.3	No change to job duties
Lead Warehouse Worker	26.0	27.0	14.1.3	No change to job duties
Lead Warehouse Worker (ServSafe)	26.2	27.2	14.1.3	No change to job duties
Locksmith	25.5	26.5	14.1.3	No change to job duties
Maintenance Grounds Lead	26.0	27.0	14.1.3	No change to job duties
Maintenance Specialist	24.0	25.0	14.1.3	No change to job duties
Painter	25.5	26.5	14.1.3	No change to job duties
Plumber	26.0	27.0	14.1.3	No change to job duties
Purchasing Agent	27.0	29.0	14.1.3	No change to job duties

Financial Impact: \$184,998.00

The following requests for reclassification were denied by the joint CSEA/District Reclassification Committee.

- Administrative Secretary I - CSPA
- Administrative Secretary I - SPED
- Administrative Secretary I - Facilities
- Administrative Secretary II - CSPA
- Administrative Secretary II - Facilities
- Jr. Accountant
- Lead Custodian I
- Lead Custodian II
- Library Media Assistant
- Payroll Specialist
- School Office Assistant
- Warehouse Worker

Submission for Approval

Prepared by: Wendy Kelly, Deputy Superintendent

Approved by: John R. Baker, Ed.D., Superintendent

Subject	9.3 Adoption of Transitional Kindergarten Curriculum
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	9. Action Items - 15 min
Access	Public
Type	Action
Recommended Action	It is the Administration's recommendation that the School Board adopt the curriculum for Transitional Kindergarten.

Rationale: The School Board will receive information this year on the Transitional Kindergarten curriculum, as the state now requires an approved curriculum for Transitional Kindergarten programs.

- [Heggerty](#) Curriculum: Focus on phonemic awareness to build strong foundational literacy skills in transitional kindergarten students.
- [Learning Without Tears](#): Students strengthen essential fine and gross motor skills through hands-on materials, learn through purposeful play, and explore language through connected text.
- [SFUSD Math TK units](#): In the Transitional Kindergarten, instructional time will focus on two critical areas in Mathematics:
 1. Creating and comparing sets of objects, students in TK develop a foundational understanding of how numbers can combine and break apart; and
 2. creating, defining, and classifying shapes by multiple attributes.
- [SEEDS](#) by Collaborative Classroom: SEEDS is a comprehensive, effective early language and literacy framework that has dramatically increased the language skills of the children we serve in Pre-K. SEEDS of Learning empowers adults with the knowledge to develop oral language, emergent literacy, and social and emotional skills in all three- to five-year-olds, setting them up for success in kindergarten and beyond.
- [Second Step/Kimochi](#) (piloting): Second Step Early Learning is designed to keep children engaged by teaching self-regulation and social-emotional skills through an evidence-based curriculum.

Financial Impact: \$16,000 Early Education Teacher Development Grant and Universal Pre-Kindergarten and Transitional Kindergarten Grant

Submission for Approval

Prepared by: Anna Herrera, Assistant Superintendent Ed. Services

Approved by: John R. Baker, Ed.D., Superintendent

10. Board and Superintendent Reports - 10 min

Subject	10.1 Report from Board Members and Superintendent
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	10. Board and Superintendent Reports - 10 min
Access	Public
Type	Reports

Rationale: The School Board and Superintendent Baker will report out on meetings, attended events, upcoming events, school site visits, etc.

Financial Impact: None at this moment.

Submission for Approval

Prepared by: Evelyn Campos, Administrative Assistant to the Superintendent

Approved by: John R. Baker, Ed.D., Superintendent

11. Information - 1 min

Subject	11.1 Contract Update Information and Credit Card Summary
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	11. Information - 1 min
Access	Public
Type	Information

Rationale: Attached is a list of contracts that the Administration signed from July 1, 2024, to September 30, 2024, as well as the summary of District Office and Facilities Department credit card activities from May 17, 2024, to September 16, 2024.

At the May 8, 2019, board meeting, the Board approved a revision to Board Policy 3312, which provides guidelines for contract administration. The revised policy allows the Superintendent and the Chief Business Official to enter into all contracts up to \$60,000, with some exceptions.

Financial Impact: The total contract amount signed from July 1, 2024, to September 30, 2024, was \$10,573,685.52.

The total expenditures using the District Office Visa credit card from May 17, 2024, to September 16, 2024, was \$15,566.15, and the Facilities Visa credit card from May 17, 2024, to September 16, 2024, was \$6,155.38.

Submission for Approval

Prepared by: Rick Edson, Chief Business Official

Approved by: John R. Baker, Ed.D., Superintendent

File Attachments

[Contracts Update 7.1.24 9.30.24.pdf \(102 KB\)](#)

[Visa Expenditure 5.17.24 9.16.24 District.pdf \(36 KB\)](#)

[Visa Expenditure 5.17.24 9.16.24 Facilities.pdf \(35 KB\)](#)

12. Correspondence

Subject	12.1 Correspondence
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	12. Correspondence

Access Public

Type

13. Other Business/Suggested Items For Future Agenda

Subject 13.1 Possible Other Business/Suggested Items for Future Agenda

Meeting Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm

Category 13. Other Business/Suggested Items For Future Agenda

Access Public

Type Information

Rationale: The administration has revised the following Schedule of Agenda Items for the 2024-2025 School Board meetings (attached hereto). This schedule of board agenda items will be routinely updated, as needed.

Financial Impact: None.

Submission for Approval

Prepared by: Evelyn Campos, Administrative Assistant to the Superintendent

Approved by: John R. Baker, Ed.D., Superintendent

File Attachments

[24-25 Schedule of Board Agenda Items.pdf \(95 KB\)](#)

14. Board Meetings Calendar

Subject 14.1 Changes to the Board Meetings Calendar

Meeting Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm

Category 14. Board Meetings Calendar

Access Public

Type Information

Rationale: The following School Board Meetings Calendar for the 2024-25 school year (attached hereto) has been revised by the administration. This calendar of school board meetings will be routinely updated, as needed.

Financial Impact: None.

Submission for Approval

Prepared by: Evelyn Campos, Administrative Assistant to the Superintendent

Approved by: John R. Baker, Ed.D., Superintendent

File Attachments

15. Adjournment

Subject	15.1 Adjourn the Meeting
Meeting	Nov 6, 2024 - Board of Trustees Regular Meeting - 7:00pm
Category	15. Adjournment
Access	Public
Type	Action
Recommended Action	Motion to adjourn the meeting.