



**Wednesday, May 14, 2025  
Board of Trustees Regular Meeting - 7:00 pm | Closed Session – 6:00 p.m.**

**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/85025487698>**

**Phone one-tap: US: +16694449171,,85025487698# or +16699006833,,85025487698#**

**Dial: US : +1 669 444 9171 or +1 669 900 6833 or +1 346 248 7799 or +1 719 359 4580 or +1 253 205 0468 or +1 253 215 8782 or +1 312 626 6799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 646 931 3860 or +1 689 278 1000 or +1 929 436 2866 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325**

**Webinar ID: 850 2548 7698**

**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/8wfBvdVJV1VgXwYL7>**

**SPANISH  
<https://forms.gle/gjzX5cK8ACG9fdtE9>**

**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](mailto: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**

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<b>Subject</b>	<b>1.1 Roll Call</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	1. Call to Order - 1 min
Access	Public
Type	Procedural

#### **2. Oral Communication on Closed Session Items Only**

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<b>Subject</b>	<b>2.1 If you have public comment related to a Closed Session item, please post it on the links under Public Content prior to the Closed Session Meeting or immediately upon the meeting opening.</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	2. Oral Communication on Closed Session Items Only
Access	Public
Type	Information

Public Comment Links:

English: <https://forms.gle/UAA3pgPrdt6CuXCL8>

Spanish: <https://forms.gle/HGDxeXhXgMakgH6Y7>

### **3. Closed Session – 6:00 p.m. (50 min)**

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<b>Subject</b>	<b>3.1 Public Employee Performance Evaluation (Government Code: § 54957) Title: Superintendent</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	3. Closed Session – 6:00 p.m. (50 min)
Access	Public
Type	

### **4. Reconvene to Regular Session at Approximately 7:00 p.m. - 2 min**

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<b>Subject</b>	<b>4.1 Roll Call</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	4. Reconvene to Regular Session at Approximately 7:00 p.m. - 2 min
Access	Public
Type	Procedural

<b>Subject</b>	<b>4.2 Report Out on Closed Session from May 14, 2025</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	4. Reconvene to Regular Session at Approximately 7:00 p.m. - 2 min
Access	Public
Type	Information

### **5. Welcome - 1 min**

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<b>Subject</b>	<b>5.1 Welcome by the School Board President, Mike Wells</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	5. Welcome - 1 min
Access	Public

Type Procedural

## 6. Changes to the Agenda - 1 min

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**Subject** 6.1 Additions, Deletions, or Modifications to the Agenda

Meeting May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm | Closed Session – 6:00 p.m.

Category 6. Changes to the Agenda - 1 min

Access Public

Type Discussion

## 7. Approval of Agenda - 1 min

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**Subject** 7.1 Approval of the Agenda

Meeting May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm | Closed Session – 6:00 p.m.

Category 7. Approval of Agenda - 1 min

Access Public

Type Action

Recommended Action Motion to approve the agenda as submitted or amended.

## 8. Oral Communication

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**Subject** 8.1 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 May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm | Closed Session – 6:00 p.m.

Category 8. Oral Communication

Access Public

Type Information

Public Comment Links:

English:  
<https://forms.gle/8wfBvdVJV1VgXwYL7>

Spanish:  
<https://forms.gle/gjzX5cK8ACG9fdtE9>

## 9. Approval of Bond Program Consent Items - 1 min

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**Subject** **9.1 Approval of Classroom Climate Control Window Treatment Project Proposals**

Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	9. Approval of Bond Program Consent Items - 1 min
Access	Public
Type	Action (Consent)
Recommended Action	It is the Bond Program Team's recommendation that the School Board of Trustees approve the Classroom Climate Control Window Treatments Project proposals.

**Rationale:**

At the August 28, 2024, Board of Trustees (BOT) meeting, staff provided an update on the Facilities Master Plan and initiated discussions on improving classroom environmental conditions, including the potential installation of window treatments and tinting.

At the September 11, 2024, BOT meeting, staff presented various options, timelines, and implementation processes for upgrading climate control across school sites.

At the November 6, 2024, BOT meeting, the Board approved HVAC upgrade design services for the following schools scheduled for 2025: Adelante Selby School, Hoover School, Roosevelt School, and Taft School. Additionally, staff outlined "quick start" climate control measures, such as window treatments and tinting.

Staff has secured pricing from Creative Window Interiors to address immediate cooling needs using the California Uniform Public Construction Cost Accounting Act (CUPCCAA) bidding guidelines.

**Financial Impact:**

School Site	Quantity	Total
Clifford	152	\$40,950.00
McKinley	179	\$48,520.00
Hoover	157	\$53,570.00
Taft	41	\$24,630.00
North Star	76	\$28,380.00
Kennedy	35	\$15,380.00
Roosevelt	74	\$25,270.00
Ford	77	\$25,980.00
Garfield	49	\$16,456.00
<b>TOTAL</b>	<b>840</b>	<b>\$279,136.00</b>

\$279,136.00 will be paid out of Measure S Funds.

**Submission for Approval**

Prepared by: Nick Olsen, Bond Program Manager, VPCS; Martin Cervantes, Interim Bond Director

Reviewed by: Rick Edson, Chief Business Official

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

File Attachments

- [Clifford School Revised Proposal - CWI.pdf \(2,073 KB\)](#)
- [Hoover Elementary Proposal - CWI.pdf \(2,259 KB\)](#)
- [McKinley School Revised Proposal - CWI.pdf \(2,281 KB\)](#)
- [Northstar Academey Proposal - CWI.pdf \(1,511 KB\)](#)
- [Taft Elementary Propoosal - CWI.pdf \(11,649 KB\)](#)
- [Ford ES Proposal - CWI.pdf \(1,199 KB\)](#)
- [Garfield Proposal - CWI.pdf \(1,082 KB\)](#)
- [Kennedy Proposal - CWI.pdf \(1,039 KB\)](#)
- [Roosevelt ES Proposal - CWI.pdf \(1,162 KB\)](#)

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**Subject                                    9.2 Approval of Division of State Architect Certified Inspector of Record for the HVAC Projects - Summer 2025**

Meeting                                    May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm | Closed Session – 6:00 p.m.

Category                                    9. Approval of Bond Program Consent Items - 1 min

Access                                        Public

Type    Action (Consent)

Recommended Action                                    It is the Bond Program Team's recommendation that the School Board of Trustees approve MWC Associates as the Division of State Architect (DSA) Certified Inspector of Record (IOR) for the Summer 2025 HVAC Projects at Adelante Selby Spanish Immersion School, Hoover Elementary School, Roosevelt Elementary School, and Taft Elementary School.

Rationale: The Redwood City School District is preparing for HVAC upgrades at multiple school sites during the summer of 2025. Project plans and specifications have been submitted to the Division of the State Architect (DSA) and are currently under review. As part of DSA requirements, a certified Inspector of Record (IOR) must be contracted to provide continuous inspection services once approval is granted and construction begins. Staff recommends entering into a contract with MWC Associated to ensure the District is positioned to proceed without delay upon DSA approval.

Financial Impact: \$75,000 (Measure S Funds)

Submission for Approval

Prepared by: Nick Olsen, Bond Program Manager, VPCS; Martin Cervantes, Interim Bond Director; Rick Edson, Chief Business Official

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

File Attachments

- [IOR Agreement - MWC Associates signed.pdf \(13,019 KB\)](#)

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<b>Subject</b>	<b>9.3 Approval of HVAC Replacement Project at Roy Cloud School Mutil-use Building</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	9. Approval of Bond Program Consent Items - 1 min
Access	Public
Type	Action (Consent)
Recommended Action	It is the Bond Program Team's recommendation that the School Board approve proposals from CP Mechanical to replace Rooftop Unit #1 and Rooftop Unit #2 on the Multi-use Building at Roy Cloud School.

Rationale: Rooftop Unit (RTU) #1 and RTU #2 on the Multi-use Building (MUB) at Roy Cloud School are now twenty-four (24) years old, significantly exceeding the typical useful life expectancy as defined by ASHRAE (American Society of Heating, Refrigerating and Air-Conditioning Engineers) standards. According to ASHRAE, the expected service life for rooftop units typically ranges between 15 and 20 years, depending on maintenance and operational conditions.

It has been determined that both units are no longer operationally reliable. Our in-house technician performed maintenance on both units approximately one year ago, addressing several issues. However, both units have experienced failed compressor circuits, rendering them inoperative.

Given the age and current condition of RTU1 and RTU2, as well as the failed compressor circuits, it is technically and financially impractical to continue investing in repairs. The ongoing maintenance costs and the potential for additional failures make replacement the most prudent option. Upgrading to new, energy-efficient units will not only restore reliable HVAC functionality but also result in operational cost savings and improved energy efficiency, aligning with our long-term facility management goals.

Since this is a replacement that is "like-kind" and no increased weight or structural upgrades are anticipated, this project does not require Division of State Architect (DSA) approval.

The total of these two proposals is within the California Uniform Public Construction Cost Accounting Act (CUPCCAA) bid threshold for 2025 of \$75,000.

**Financial Impact:**

Replace RTU #1	\$36,808.00
Replace RTU #2	<u>\$35,249.00</u>
<b>TOTAL</b>	<b>\$72,057.00</b>

This will be paid from Measure S Funds.

**Submission for Approval**

Prepared by: Nick Olsen, Bond Program Manager, VPCS; Martin Cervantes, Interim Bond Director

Reviewed by: Rick Edson, Chief Business Official

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

File Attachments

[Proposal MUB RTU #1 Replacement 12-2024 Revised 5-2025 \(1\).pdf \(213 KB\)](#)

[Proposal MUB RTU #2 Replacement 12-2024 Revised 5-2025 \(1\).pdf \(213 KB\)](#)

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## **10. Bond Program Action Items - 40 min**

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<b>Subject</b>	<b>10.1 Adoption of Resolution No. 24, Lease-Leaseback Agreement with Blach Construction for HVAC Projects at Adelante Selby School, Hoover School, Roosevelt School, and Taft School</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	10. Bond Program Action Items - 40 min
Access	Public
Type	Action
Recommended Action	It is the Bond Program Team's recommendation that the School Board adopt Resolution No. 24, the Lease-Leaseback Agreement with Blach Construction for the HVAC Projects. This agreement includes pre-construction services totaling \$416,859 that will help ensure the project schedule for the Summer 2025 HVAC upgrade projects.

Rationale:

At the November 6, 2024, Board of Trustees (BOT) meeting, the Board approved HVAC upgrade design services for the following schools scheduled for 2025: Adelante Selby School, Hoover School, Roosevelt School, and Taft School.

In accordance with Education Code Section 17406 and Board Policy 3311 (Bids), the District is authorized to use the Lease-Leaseback (LLB) delivery method for school construction and modernization projects. This method allows the District to select a contractor based on a best value determination considering qualifications, experience, and cost to initiate the Summer 2025 HVAC Upgrades Project process. On March 6, 2025, Redwood City School District released Request for Qualification and Proposal (RFQ/P) #S25-001, Lease-Leaseback (LLB) Construction Services for the HVAC Projects at Adelante Selby School, Hoover School, Roosevelt School, and Taft School.

On March 26, 2025, the District received three (3) proposals from qualified general contractors. Each proposal was evaluated by the Bond Program Team and Design Team based on a predetermined set of criteria:

- Technical Expertise
- Price Point (General Condition and Fee)
- Management and Staffing Approach
- History of meeting project schedules
- Claims and Litigation History
- Interview performance

On April 7, 2025, the District interviewed all three (3) contractors that submitted proposals. Following interviews and scoring, Blach Construction was determined to be the best value for this project based on their qualifications, proposal, and interview performance, with a composite score of 281 out of 300 total possible points.



The Bond Program Team recommends that the School Board of Trustees approve the Lease-Leaseback Agreement with Blach Construction for the HVAC Projects. Upon approval, the following steps are to immediately order the long lead items, included in this agreement, for electrical equipment and controls, and complete the bidding process for subcontractors. The Bond Program Team will return to the Board in June with a proposed approval on a Guaranteed Maximum Price (GMP) for the installation scope of work.

**Financial Impact:**

This Lease-Leaseback Agreement includes pre-construction services totaling \$416,859 to help ensure the schedule for the Summer 2025 HVAC upgrade projects. The pre-construction services include:

- Early procurement of Electrical Panels and Switchgear
- Early procurement of District standard HVAC controls and energy management system
- Equipment to receive and securely store the HVAC Mechanical Equipment already purchased by the District (Approved by the BOT on March 12, 2025)

**Submission for Approval**

Prepared by: Nick Olsen, Bond Program Manager, VPCS; Martin Cervantes, Interim Bond Director

Reviewed by: Rick Edson, Chief Business Official

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

**File Attachments**

- [Resolution 24 LLB Award\(4283830.1\).pdf \(165 KB\)](#)
- [1.2 - Site Lease -RCSD - HVAC Upgrades Projects \(DWK rev 5.06.2025\)\(4397869.1\).pdf \(869 KB\)](#)
- [1.3 - Facilities Lease - RCSD HVAC Upgrades Projects \(DWK rev. 05.06.2025\)\(4397969.1\).pdf \(2,293 KB\)](#)
- [1.4 - Facilities Lease Ex C - RCSD HVAC Upgrades Projects \(DWK rev 05.06.2025\)\(4397961.1\).pdf \(449 KB\)](#)
- [1.5 - Facilities Lease Ex D - RCSD HVAC Upgrades Projects \(DWK rev 05.06.2025\)\(4397930.1\).pdf \(1,383 KB\)](#)
- [1.6 - Facilities Lease Ex D-1 - RCSD HVAC Upgrades Projects \(DWK rev 05.06.2025\)\(4397894.1\).pdf \(336 KB\)](#)
- [1.7 - LLB Contract Documents - RCSD HVAC Upgrades Projects \(DWK rev 05.06.2025\)\(4397886.1\).pdf \(956 KB\)](#)

<b>Subject</b>	<b>10.2 Approval of Agreement for Purchase of Mobile Air Conditioning Units for Charter School Sites</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	10. Bond Program Action Items - 40 min
Access	Public
Type	Action
Recommended Action	It is the Bond Program Team's recommendation that the Board of Trustees approve the purchase of mobile air conditioning units with Spot Cooler for the Charter School sites.

Rationale: At the August 28, 2024, Board of Trustees (BOT) meeting, staff provided an update on the Facilities Master Plan and initiated discussions on improving classroom environmental conditions, including the potential installation of air conditioning at school campuses.

At the September 11, 2024, BOT meeting, staff presented various options, timelines, and implementation processes for upgrading HVAC systems across school sites.

At the November 6, 2024, BOT meeting, the Board approved HVAC upgrade design services for the following schools scheduled for 2025: Adelante Selby School, Hoover School, Roosevelt School, and Taft School. Additionally, staff outlined temporary cooling measures, such as mobile air conditioning units, to be used until the permanent HVAC upgrades are completed.

At the February 5, 2025, BOT Meeting, the Board approved the purchase of mobile air conditioner units to address immediate cooling needs across the District Schools.

Staff has secured pricing for additional mobile air conditioner units for the Charter School sites from Spot Cooler, using the same piggyback procurement method through Omnia Partners contract #159051.

Financial Impact: \$209,933.75 will be paid out of Measure S Funds.

#### Submission for Approval

Prepared by: Nick Olsen, Bond Program Manager, VPCS; Martin Cervantes, Interim Bond Director

Reviewed by: Rick Edson, Chief Business Official

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

#### File Attachments

[Spot Cooler Proposal - RCSD Charter Schools.pdf \(90 KB\)](#)

## 11. Approval of Consent Items - 1 min

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<b>Subject</b>	<b>11.1 Approval of the April 16 Board Meeting Minutes</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	11. Approval of Consent Items - 1 min
Access	Public
Type	Action (Consent)
Recommended Action	It is the Administration's recommendation that the School Board approve the April 16 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

[2025.04.16 Minutes DRAFT - Regular.pdf \(57 KB\)](#)

*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.*

<b>Subject</b>	<b>11.2 Approval of the April 23 Board Meeting Minutes</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	11. Approval of Consent Items - 1 min
Access	Public
Type	Action (Consent)
Recommended Action	It is the Administration's recommendation that the School Board approve the April 23 Minutes for the Study Session 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

[2025.04.23 Minutes DRAFT - Study Session.pdf \(51 KB\)](#)

*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.*

<b>Subject</b>	<b>11.3 Approval of the Facilities Use Agreement between Redwood City School District and Rocketship Redwood City Prep Charter School ("Rocketship"), for the 2025-26 and 2026-27 School Years</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	11. Approval of Consent Items - 1 min
Access	Public
Type	Action (Consent)
Recommended Action	It is the Administration's recommendation that the School Board approve the Facilities Use Agreement with Rocketship, for use of space at the former Hawes Elementary School for the 2025-26 and 2026-27 school years

Rationale:

Proposition 39 and its implementing regulations (Education Code § 47614; Title 5, California Code of Regulations § 11969.1 et seq.) govern how charter schools request access to reasonably equivalent District facilities based on the projected Average Daily Attendance (ADA) of District-resident students.

Rocketship Public Schools currently operates at the former Hawes Elementary School site under a Proposition 39 agreement. The school’s charter is valid through June 30, 2027.

For the 2025–26 school year, the District and Rocketship mutually agreed to forgo the formal Proposition 39 request and response process. This decision was based on the stability of enrollment, continued availability of the current site, and the shared interest in minimizing administrative burden. A two-year Facilities Use Agreement (FUA) has been executed, extending Rocketship’s access to the Hawes site through the end of its current charter term on June 30, 2027.

Under the terms of the agreement, Rocketship will continue to pay its proportionate share of facilities costs (pro rata share), as calculated pursuant to Proposition 39 regulations.

Financial Impact:

Rocketship will reimburse the District for facilities use (pro rata share) as follows:

- 2025–26 School Year: \$25,650.99
- 2026–27 School Year: \$29,124.59
- Total (Two-Year Agreement): \$54,775.58

Submission for Approval

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

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

File Attachments

[Facilities Use Agreement Redwood City School District and Rocketship Public Schools 2025-2027.pdf \(878 KB\)](#)

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<b>Subject</b>	<b>11.4 Approval of the Amendments to the Agreements between the Redwood City School District and Aequor Health Services, LLC ("Aequor") for the 2024-2025 School Year</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	11. Approval of Consent Items - 1 min
Access	Public
Type	Action (Consent)
Recommended Action	It is the Administration's recommendation that the School Board approve the amendments to the agreements between the Redwood City School District and Aequor to increase funding paraprofessionals in classroom support for the 2024-2025 school year.

Rationale: The following three (3) agreements with Aequor, who have been providing essential support to students in the classroom, need to be amended. Due to the positive impact of their services and the exhaustion of the current funds, we propose an increase in funding to ensure the continuation of this valuable assistance. The amendments are being presented to the School Board after services began due to prolonged negotiations.

Financial Impact:

Agreement 1 of 3 for Roy Cloud School - The original agreement in the amount of \$54,600.00 will be amended to provide additional paraprofessional services for an additional amount not to exceed \$11,000.00, which makes this amendment agreement a maximum agreement of \$65,600.00.

Agreement 2 of 3 for Roosevelt School- The original agreement in the amount of \$54,600.00 will be amended to provide additional paraprofessional services for an additional amount not to exceed \$15,000.00, which makes this amendment agreement a maximum agreement of \$69,600.00.

Agreement 3 of 3 for Taft Community School - The original agreement in the amount of \$56,880.00 will be amended to provide additional paraprofessional services for an additional amount not to exceed \$8,500.00, which makes this amendment agreement a maximum agreement of \$65,380.00.

Submission for Approval

Prepared by: Maeve Mulholland, Director of Special Education

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

File Attachments

[Agreement 1 of 3.pdf \(11,189 KB\)](#)

[Aequor Amendment 1 of 3.pdf \(106 KB\)](#)

[Agreement 2 of 3.pdf \(11,129 KB\)](#)

[Aequor Amendment 2 of 3.pdf \(104 KB\)](#)

[Agreement 3 of 3.pdf \(11,132 KB\)](#)

[Aequor Amendment 3 of 3.pdf \(103 KB\)](#)

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<b>Subject</b>	<b>11.5 Approval of the Agreement between the Redwood City School District and Casa Circulo Cultural Inc. for Summer 2025</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	11. Approval of 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 the Redwood City School District and Casa Circulo Cultural Inc. for Summer 2025.
Goals	<a href="#">5. Expand and strengthen partnerships to increase access to preschool, before and after school summer programs.</a>

Rationale: This agreement is made between the Redwood City School District and Casa Circulo Cultural Inc. to provide an inter-session Summer Camp for 60 RCSD unduplicated students. The program will be held at Casa Circulo Cultural's main location at 3090 Middlefield Road, Redwood City, CA 94063. The term for this agreement is from June 16, 2025, to July 26, 2025, aligning with the Community Schools Department grants and payment cycles.

Financial Impact: The contract amount is not to exceed \$80,179.00.

The funding will come directly from the Expanded Learning Opportunity Program with no financial impact on RCSD general or concentrated funds. The school district is the fiscal agent for the grant(s).

Submission for Approval

Prepared by: Michelle Griffith, Director of Community Schools and Partnerships, and Enrique Calderon, Expanded Learning Opportunity Program Grant Manager

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

File Attachments

[Casa Circulo 25.26.pdf \(4,113 KB\)](#)

*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.*

<b>Subject</b>	<b>11.6 Approval of the Agreement between the Redwood City School District and Catalyst Family Inc. for the 2025-2026 School Year and Summer 2025</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	11. Approval of 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 the Redwood City School District and Catalyst Family Inc. for the 2025-2026 School Year/Summer 2025.
Goals	<a href="#">5. Expand and strengthen partnerships to increase access to preschool, before and after school summer programs.</a>

Rationale: This agreement is made between the Redwood City School District and Catalyst Family Inc. to provide expanded learning enrichment programming at Henry Ford, Roosevelt, Orion, and Roy Cloud. This includes a total of 4 school sites, 180 school days, and 30 intersession days. The term for this agreement is from July 1, 2025, through June 30, 2026, to reflect and align with the Community Schools Department grants and payment cycles.

Financial Impact: The contract amount is not to exceed \$838,599.00.

The funding will come directly from the Expanded Learning Opportunity Grant with no financial impact on RCSD general or concentrated funds. The school district is the fiscal agent for the grant(s).

Submission for Approval

Prepared by: Michelle Griffith, Director of Community Schools and Partnerships, and Enrique Calderon, Expanded Learning Opportunity Program Grant Manager

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

File Attachments

[Catalyst Agreement 25 26 SY.pdf \(13,440 KB\)](#)

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<b>Subject</b>	<b>11.7 Approval of Agreement for Participation in the 2025-2026 Outdoor Education Program between the Redwood City School District and the San Mateo County Office of Education</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	11. Approval of 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 the Redwood City School District and the San Mateo County Office of Education.

Rationale: Each year fifth grade students throughout the County have an opportunity to attend a week-long educational program with classes on outdoor science, conservation, and the environment held at Camp Jones Gulch near La Honda. Science is the primary focus of the Outdoor Education program and specific California Science standards are addressed. Students learn about the land, the sea, the forest, animals, habitats and interrelationships. The week also provides students with firsthand experiences, skills, and knowledge in many subjects including social studies, mathematics, language arts, performing arts and physical education.

The San Mateo Outdoor Education Program staff consists of one site director, fifteen naturalists and classroom teachers who lead educational activities.

The Redwood City School District provides one teacher per thirty students and substitutes for the teachers who attend the program. The Outdoor Education coordinator recruits high school students as cabin leaders at a ratio of one to ten and oversees the program, works with principals, and arranges the transportation.

The term of the agreement shall be from July 1, 2025, through June 30, 2026.

Financial Impact: The cost of the program is \$555.00 per student, \$530.00 for students who qualify for the national school breakfast and lunch program (for a five day program); \$480.00 per student fee, \$455.00 for students who qualify for the national school breakfast and lunch program (for a four day program); and \$250.00 per each teacher in attendance from the district. Although teachers and students conduct numerous fundraisers to supplement the cost, no student is denied the opportunity to participate due to financial hardship.

Submission for Approval

Prepared by: Antonio Perez, Director of Student Services

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

File Attachments

[SY25-26.Contract Outdoor Education \[RCSD\].pdf \(543 KB\)](#)

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<b>Subject</b>	<b>11.8 Approval of the Agreement to Provide Meals at KIPP and Connect for the 2025-2026 School Year</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	11. Approval of Consent Items - 1 min
Access	Public
Type	Action (Consent)
Recommended Action	It is the Administration's recommendation that the school board approve the agreement for the Redwood City School District to provide meals for KIPP and Connect Charter schools for the 2025-2026 school year.

Rationale: Approval of this agreement will allow Redwood City School District Child Nutrition Services (CNS) staff to provide meal service to the charter schools under the School Breakfast Program (SBP) and National School Lunch Program (NSLP), ensuring students receive nutritious meals that meet federal program standards.

Financial Impact: This agreement is financially beneficial to RCSD, as it allows the District to claim meal counts under the Universal Meals program. By including both schools, the District will serve an additional 800 students with healthy, compliant meals, expanding access while maximizing state reimbursement.

Submission for Approval  
Prepared by: Richie Wilim, Director of Child Nutrition Services  
Approved by: John R. Baker, Ed.D., Superintendent

File Attachments  
[Agreement to Provide Meals to Connect 25 26 SY.pdf \(308 KB\)](#)  
[Agreement to Provide Meals to KIPP 25 26 SY.pdf \(302 KB\)](#)

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<b>Subject</b>	<b>11.9 Ratification of Warrant Registers, April 1, 2025 - April 30, 2025</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	11. Approval of 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 of \$8,480,432.39 from April 1, 2025, through April 30, 2025.

Financial Impact: The total disbursement from the San Mateo County Treasurer's Office amounts to \$8,480,432.39 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 April 2025.pdf \(90 KB\)](#)

*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**

**11.10 Declaration of Obsolete Textbooks**

Meeting

May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm | Closed Session – 6:00 p.m.

Category

11. Approval of Consent Items - 1 min

Access

Public

Type

Action (Consent)

Recommended  
Action

It is the Administration's recommendation that the School Board approve the attached list of outdated textbooks as obsolete so they may be distributed to students, parents and/or nonprofit organizations or recycled.

Rationale: Each year, the California Department of Education adopts new instructional materials in history-social science, science, visual and performing arts, reading/language arts, and mathematics. This cycle also can include minor adoptions in English language arts, physical education, and other subjects.

Materials that are no longer relevant to the District's instructional programs (e.g., new State-content standards and frameworks, revised District courses of study, new State-adopted textbooks) are determined to be obsolete. These materials are first offered to students and community members at sites. Remaining materials are then offered to non-profit agencies, and finally, remaining materials are recycled.

Core Connections, Course 1, Hardbound Student Book	9781603280778
Core Connections, Course 2, Hardbound Student Book	9781603280846
Core Connections, Course 3, Hardbound Student Book	9781603280914
Core Connections, Algebra, Hardbound Student Book	9781603281010
Core Connections, Geometry, Hardbound Student Book	9781603281089

Financial Impact: None.

Submission for Approval

Prepared by: Carla Malattia, IMC Project Administrator

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

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## **12. Action Items - 1 hr 25 min**

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<b>Subject</b>	<b>12.1 Approval of Pilot of Benchmark 2022 English/Spanish Language Arts Curriculum at Taft and Garfield Elementary Schools for the 2025-2026 School Year</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	12. Action Items - 1 hr 25 min
Access	Public
Type	Action (Consent)
Recommended Action	It is the Administration's recommendation that the School Board approve the Pilot of Benchmark 2022 English Spanish Language Arts Curriculum at Taft and Garfield Elementary Schools for the 2025-2026 School Year.

Rationale: Benchmark Advance and Adelante is the current RCSD core language arts adopted program, since their adoption in 2017. The current ELA licences and contract will expire in June 2025. The next adoption is 2028 and we are currently in the process of renewing the license for Benchmark Advance and Adelante from the 2017 adoption.

The 2022 version of Benchmark Education curriculum is aligned with the Science of Reading. The updated *Benchmark Advance* framework reflects a comprehensive view of current and confirmed research into how children learn to read: the Science of Reading 360°. Scientific evidence from a spectrum of academic disciplines has informed the foundation of *Benchmark Advance*, as has the priority we place on integrated instruction and success for all learners.

Upon School Board approval, RCSD will pilot the new Benchmark 2022 Curriculum at Taft And Garfield Elementary school for the 2025-2026 school year. The pilot will inform the district if we should adopt the new 2022 version or keep the 2017 version.

Benchmark Advance ©2022 incorporates changes that were recommended due to customer feedback as well as the latest science of reading research, state laws, and best instructional practices. The overall structure, format, and goals of the program remain the same, making the transition to ©2022 easy.

<b>2017 version</b> <b>Stayed the same in both versions</b>	<b>2022 Version</b> <b>Changes made</b>
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<p>Vertical Alignment K-6 of 10 Knowledge Strands (Science, Social Studies, and Literary Topics) –  knowledge builds year after year</p> <ul style="list-style-type: none"> <li>• Write-in consumable student books</li> <li>• Spiraling skills and strategies (all tested standards covered by Unit 7)</li> <li>• Comprehensive literacy approach – reading, writing, phonics, speaking/listening</li> <li>• Text Sets organized around a unit topic – whole group texts, small group texts, read-aloud texts, reader’s theater, phonics decodables</li> <li>• Parallel, equitable Spanish program</li> </ul>	<p>Text (decodable, knowledge building, read aloud..)  Knowledge Building &amp; Comprehension  Writing  Phonics ( 3-5 new additions)  Vocabulary  Biliteracy  On-demand Professional Development  Technology</p>
<p><b>Recommendations from teachers to enhance 2017 version</b></p>	<p><b>Changes made in 2022 version due to recommendations</b></p>
<p>More authentic and contemporary titles with better representation of diversity</p>	<p>Changed approx. 55-60% of Whole Group texts  Author and illustrator diversity with added author features</p> <ul style="list-style-type: none"> <li>– All new Small Group texts (550 titles K-5) which include titles we commissioned from well-known and diverse trade authors. These texts reflect diverse cultures, traditions, dialects, gender, ability, racial, and ethnic backgrounds.</li> <li>– New supplementary Trade Book libraries available that are more contemporary with more diversity</li> <li>– Author and illustrator diversity with added author features</li> <li>– Ranked highest on a first-of-its-kind diversity rubric from Palm Beach, FL (won adoption)</li> </ul>
<p>Texts for Social and Emotional Learning and Culturally Responsive Perspectives</p>	<ul style="list-style-type: none"> <li>– Each Whole Group text has opportunities to connect it to SEL and Culturally Responsive Perspectives</li> <li>– Every Small Group text has SEL, iELD woven into the Teacher’s Guide. Guides are more teacher-friendly and easier to pick up, scan, and use right away</li> <li>– Exploring Perspectives component available as a way to expand teaching and learning through texts</li> </ul>
<p>Poetry</p>	<ul style="list-style-type: none"> <li>– Every unit includes poetry</li> <li>– Poetry Out Loud features a celebrity reading/interpretation of the poem</li> </ul>
<p>Include a balance self-selected writing in addition to text-based writing</p>	<ul style="list-style-type: none"> <li>– Two types of process writing units: Writing to Text-Based Prompt &amp; Self-Selected Writing</li> <li>– Still explores three text types – Narrative, Opinion, and Informative/Explanatory</li> <li>– Text-Based writing uses Texts for Close Reading as a source as well as other sources</li> <li>– Self-Selected writing uses Texts for Close Reading as writing mentor texts to learn characteristics of the genre, but then provides students with choice for writing within the genre focus</li> <li>– Students still complete many response-to-reading tasks throughout the unit using text evidence</li> </ul>

<p>Provide opportunities for students to write to demonstrate their knowledge using evidence from texts and multiple resources</p>	<ul style="list-style-type: none"> <li>- New Culminating Tasks provide students with opportunities each unit to demonstrate the knowledge they've built through Listening, Speaking, Reading, and Writing</li> <li>- Research and Inquiry Projects build in complexity within and across grades and connect to grade-level expectations around writing, research, and presentation skills</li> </ul>
<p>Continue to infuse grammar into writing instruction</p>	<ul style="list-style-type: none"> <li>- In Grades K-1, conventions/grammar are taught daily in the context of the writing lessons</li> <li>- In Grades 2-6, conventions/grammar are taught in the context of reading as well as writing lessons</li> </ul>
<p>Provide more support for early stages of writing development</p>	<ul style="list-style-type: none"> <li>- In Kindergarten, students engage in shared writing experiences that includes explicit instruction for the 5 pre- writing strokes which provides the foundation for letter formation as well as the foundation for drawing shapes to create a picture to share a message in response to text</li> <li>- Instruction builds gradually as students add labels to pictures and then to sentences</li> <li>- In K-1, instruction is also building stamina for process writing, moving from 5-day, to 10-day, to 15-day process writing experiences</li> </ul>
<p>Provide a digital writing space for students</p>	<ul style="list-style-type: none"> <li>- Writer's Universe is an interactive, digital process writing tool that takes students through each step of the process to digitally publishing their self-selected writing</li> </ul>
<p>More opportunities for meaningful practice and application with decoding and encoding.</p>	<p>New Student Consumable added for both Kinder and Grade 1: My Reading and Writing.</p> <ul style="list-style-type: none"> <li>- Write-in student book - much more robust than My Shared Reading</li> <li>- Gradual release format: We Read, We Write, I Read, I Write</li> <li>- Decoding and encoding application and practice</li> <li>- Includes new and previously taught phonics skills, high- frequency words, as well as unit content vocabulary</li> </ul>
<p>Aligned to Science of Reading research base</p>	<ul style="list-style-type: none"> <li>- Systematic scope and sequence, progressing from the known to the new and simple to complex with adequate review and repetition built in. Developed with phonics expert, Wiley Blevins.</li> <li>- Explicit instruction with consistent modeling routines and the bulk of instructional time devoted to students' authentic practice and application</li> <li>- A gradual-release pathway each week in which new skills are modeled and practiced first in isolation before moving to connected, controlled decodable text reading</li> <li>- Lessons begin with Phonological Awareness</li> <li>- Read-spell-write routine used for teaching high-frequency words which help with orthographic mapping</li> <li>- Meaningful practice in decodable, connected text</li> <li>- Meaningful encoding practice</li> </ul>

More differentiation, language transfer support, and support for students with dyslexia	<ul style="list-style-type: none"> <li>- Multisensory support through senses beyond hearing and sight, helping students with conditions such as dyslexia</li> <li>- Small-group instruction each day to reinforce whole-group instruction and support the needs of a range of learners</li> <li>- Language transfer support embedded into instruction helps teachers scaffold student learning from other languages to English</li> </ul>
Want an acceleration plan for Kindergarten	<ul style="list-style-type: none"> <li>- Acceleration plan for Kindergarten added to the scope and sequence</li> <li>- Small Group instruction includes acceleration options</li> <li>- Practice/application section of each lesson includes challenge words for students needing to move more quickly</li> </ul>
Want more support for how to implement Benchmark Advance and Benchmark Adelante as a biliteracy solution	<ul style="list-style-type: none"> <li>- Biliteracy Guide supports educators through making decisions around the implementation of a biliteracy program. It includes theoretical /pedagogical information as well as practical application using Benchmark Advance and Benchmark Adelante</li> <li>- Includes Biliteracy Weekly Planners that clearly indicate transferable skills, skills to be taught explicitly in each language, and cross-linguistic transfer opportunities</li> </ul>
Multilingual Support	<ul style="list-style-type: none"> <li>- New Interactive Multilingual Glossary provides key vocabulary with audio and translation into 10 additional languages</li> </ul>
Include Lesson Accommodations	<ul style="list-style-type: none"> <li>- "Accommodating Students with Special Needs Throughout the Literacy Block" in the TRS provides suggested lesson accommodations and modifications to support students with a range of disabilities as well as students who are advanced learners</li> <li>- "Access" activities at the end of each mini-lesson provide suggestions for adapting the Apply Understanding tasks while still assessing student learning from the lesson.</li> </ul>
More suggestions for how to scaffold whole group reading of the text	<ul style="list-style-type: none"> <li>- If/Then charts provided during the first reading of the text provide teachers with guidance for how to scaffold instruction</li> </ul>

Financial Impact: \$109,023.47 AMIM Budget

Submission for Approval

Prepared by: Anna Herrera, Assistant Superintendent, Ed. Services

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

File Attachments

[79726 Pilot2025Taft-Garfield 4-17-2025 v2 \(1\).pdf \(120 KB\)](#)

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<b>Subject</b>	<b>12.2 Approval of the School Plans for Student Achievement (SPSAs) for Adelante Selby, Roosevelt, and Clifford</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	12. Action Items - 1 hr 25 min
Access	Public
Type	Action
Recommended Action	It is the Administration's recommendation that the School Board approve the attached School Plans for Student Achievement (SPSAs) for the 3 district elementary schools: Adelante Selby, Roosevelt, and Clifford

Rationale: State accountability initiatives require districts to write a three-year Local Control and Accountability Plan (LCAP) that is developed with stakeholders to establish goals, actions, and services for the students in their district. Aligned with the LCAP goals, each school site writes/updates yearly School Plans for Student Achievement (SPSA) that operationalize how each goal is met and how related actions and services are funded at each site.

RCSD 2024-2027 LCAP goals are:

1. By June of 2027, every student in the RCSD will receive appropriate social-emotional support designed to meet their needs in an inclusive and supportive environment through the implementation of the Multi-Tiered Systems of Support (MTSS) framework.

By June of 2027, the LEA aims to reduce Chronic Absenteeism by 3% each year in all student groups across the LEA, specifically the African American Students and student groups at English learners at Clifford, Henry Ford.

Improve the Attendance rate by 2% each year in all groups.

Reduce suspensions by 0.5% for district and other subgroups: SED, ELs, Homeless, each year, and by 1% annually for African Americans, and Students with Disabilities, subgroup of English Learners LTELs.

2. By June of 2027, 55% of 2nd-8th grade English Learner (EL) students will progress by a minimum of one level on the ELPAC each school year as measured by the Summative ELPAC Assessment.

Increase our reclassification rate to 20%.

Decrease our Long Term English Learner to 10%

3. By June of 2027, all RCSD students will increase at least 4% annually in ELA and Math on iReady, the district's local assessment program.

English learner students in grades 3-8 will increase in meeting or exceeding the standard in ELA to 20% and in Math to 16% on the CAASPP, the state assessment program.

#### **Components of the SPSA:**

There are some basic requirements of each site that has been designated as a Schoolwide Program for Title I funding:

- Information on the academic achievement of students
- A description of the strategies designed to:
  - provide opportunities for all students, including meeting state standards
  - strengthening the academic program
  - address the needs of all students, particularly those at risk of not meeting state standards

For all district sites, the SPSA serves as a tool for schoolwide planning, with input and approval from the School Site Council (SSC). Metrics have been aligned with the LCAP and targets have been set by each site for improvement in the areas of suspension, chronic absenteeism, reclassification of English Learners, and achievement in reading and mathematics.

Financial Impact: Described in each site budget.

Submission for Approval

Prepared by: Anna Herrera, Assistant Superintendent, Ed. Services

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

File Attachments

[Adelante Selby Sp. . SPSA\(Spring\) 20250506.pdf \(381 KB\)](#)

[Roosevelt SPSA 2025-26 \(Spring\) 20250506.pdf \(369 KB\)](#)

[Clifford SPSA 2025-26 \(Spring\) 20250506.pdf \(394 KB\)](#)

<b>Subject</b>	<b>12.3 Approval of Orion Growth Plan: A Sustainable Roadmap for Unity and Excellence</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	12. Action Items - 1 hr 25 min
Access	Public
Type	Action
Recommended Action	It is the Administration's recommendation that the School Board approve the Superintendent's Orion Growth Plan, which outlines a phased approach to program configuration and campus utilization at the Avenue del Ora site. Beginning in 2025–26, the plan maintains both the Mandarin Immersion and Parent Co-Op programs on the campus, expands to a third MI TK classroom, and includes additional operational support. In 2026–27, the site will be fully dedicated to the two Orion programs, with other programs (CDC, Odyssey, and Catalyst) relocating to other RCSD campuses. The plan reflects careful consideration of enrollment projections, facility capacity, family input, and financial responsibility. Staff requests Board approval to proceed with this roadmap to ensure stable, long-term growth and sustainability for the Orion community.

Rationale: Over the course of the past year, the Orion Growth Plan Committee—comprising dedicated parents, staff, and school leaders—engaged in a comprehensive process to study, discuss, and imagine the future of Orion Alternative Elementary School. This memo outlines my final recommendation based on ideas that surged as part of this process.

The Orion Growth Plan process began in response to steady enrollment growth in the Mandarin Immersion (MI) program and increased community demand for both programs housed at Orion Alternative School--Mandarin Immersion and Parent Co-Op. As families continued to express interest in Orion Alternative, it became clear that we needed a long-term plan to ensure the school could accommodate this growth while remaining fiscally responsible and programmatically strong.

In the spring of 2024, the Orion Growth Plan Committee came together to explore how to best support the continued success and sustainability of both the Parent Co-Op and MI programs on the Avenue del Ora campus. Following is the committee's charge:

*The objective of the Orion Growth Plan Committee is to develop a strategic plan for the 2025-26 school year that addresses the future functioning of Orion Alternative Elementary School.*

*The committee will explore various aspects, including enrollment history, facility needs, potential costs to the district, and community engagement to ensure the school continues to provide high-quality education through its unique Parent Co-Op and Mandarin Immersion programs.*

The committee evaluated space constraints, enrollment trends, and possible future configurations through a series of structured meetings that included data review and community input. To inform their work, the committee launched a survey for the Orion Alternative community and analyzed responses. Committee members also requested and examined detailed information such as:

- The school's current and projected enrollment
- Enrollment, school of choice process, and waitlists at all RCSD schools
- School capacity and classroom use at all RCSD schools
- Additional staff coverage and budget implications
- Recess and lunch logistics
- Programmatic needs and priorities
- Site infrastructure
- Feedback from families and staff

Parameters were given to the committee to ensure any future growth plan would be grounded in fiscal responsibility and our responsibility to support all RCSD students and schools. These parameters included:

- The Orion Alternative School will remain one unified school. Both programs will continue to share a single California Department of Education (CDE) school code. If you recall, both programs came together to share one campus starting in 2019-20 as a result of the *Planning for Our Future* process of 2018 with the end goal of reducing operational costs and to avoid either program from closing. During this process, the Board was adamant that sustaining all district programs was a priority.
- Additional costs to RCSD must be minimal. The creation of two separate schools with approximately 300–350 students each is not cost-effective or operationally sustainable.
- A healthy RCSD school site should serve approximately 500 students to ensure efficient staffing, programming, and financial viability.
- A minimum number of staff are required for a functioning RCSD school, regardless of size.
- Families enrolling in either program must commit to the full TK–5 grade span.
- Interdistrict transfers are not allowed. Since becoming a community-funded district in 2019, RCSD's general fund revenue is primarily generated from local property taxes rather than the State's Local Control Funding Formula (LCFF), which is based on average daily attendance (ADA). Unlike LCFF-funded districts, where state funding fluctuates with student attendance, RCSD's overall revenue is less directly impacted by changes in daily attendance or enrollment.

The committee's work was essential in shaping the recommendation that follows. Taking into account committee ideas—particularly a combination of Ideas #1, #3, and #6—I am recommending the following phased approach (*for your reference, the full committee ideas follow below the recommendation*).

#### **Superintendent's Recommendation for 2025-26 Implementation:**

- Both programs (Parent Co-Op and Mandarin Immersion) will remain on the Avenue del Ora campus and will continue to operate as one school under one single California Department of Education (CDE) school code.
  - The Mandarin Immersion program will expand to three Transitional Kindergarten (TK) classrooms. This decision was made in January of 2025 due to enrollment numbers when the enrollment priority window closed.
  - The third MI TK class will be housed in the former technology lab behind the school library.
  - The SLC (Specialized Learning Center) class will move to another RCSD campus to make room for this expansion.
  - Additional staffing support will be added, including:
    - Increased office assistant hours
    - Additional custodial support
    - More yard duty coverage
- The specific number of hours will depend on enrollment in August.

#### **Superintendent's Recommendation for 2026-27 Implementation:**

- The Mandarin Immersion program may expand to a third Kindergarten class, depending on enrollment, due to the three rising TK classes. Each TK class has a capacity of 20 students, and the class size capacity for



kindergarten students is 28.

- All other non-Orion programs currently housed at Avenue del Ora will relocate to other RCSD campuses. This includes:
  - Catalyst (Year Round and Extended Learning Opportunities Program)
  - Odyssey Mandarin Immersion Preschool
  - Child Development Center (CDC), the California State Preschool Program

This phased transition allows the Avenue del Ora campus to fully accommodate the long-term growth and development of the Co-Op and MI programs while maintaining stability and service to students currently enrolled in other programs.

### **Projected Grade Configuration for 2026–27 (based on enrollment projections and capacity for 29 classrooms)**

Parent Co-Op Program (11 classrooms):

- 2 TK classrooms
- 2 Kindergarten
- 2 1st Grade
- 2 2nd Grade
- 1 3rd Grade
- 1 4th Grade
- 1 5th Grade

Mandarin Immersion Program (18 classrooms)

- 3 TK classrooms
- 3 Kindergarten
- 3 1st Grade
- 3 2nd Grade
- 2 3rd Grade
- 2 4th Grade
- 2 5th Grade

*Note: The exact number of classes will continue to depend on annual enrollment demand as demographers are projecting for RCSD enrollment to dip by approximately 1,000 students by 2033-34.*

The projected distribution of classrooms between the Parent Co-Op and Mandarin Immersion (MI) programs is based on current and anticipated enrollment patterns, classroom capacity at the Avenue del Ora campus (29 classrooms), and historical retention trends across grade levels.

The Mandarin Immersion program has recently seen higher TK and Kindergarten demand, which is why the MI program is projected to expand to three sections per grade in the lower grades. This also aligns with California's commitment to offering bilingual pathways and our district's wish to meet community demand.

The Parent Co-Op program, a successful program that opened in the early 1980s, continues to maintain its small and intimate community. As such, the Co-Op is projected to maintain two sections per grade through 2nd grade, then taper to one section per grade from 3rd through 5th.

In developing the projected grade configuration, we carefully considered patterns of student transfers over time. While some families naturally transition out of the district or return to their neighborhood schools, the largest number of intra-district transfers occurs at third grade, with many students moving to North Star Academy. Although [Board Policy 5116.1 – Intradistrict Open Enrollment](#) – encourages families to remain in their program of choice through fifth grade, RCSD also values family choice and recognizes that some families seek environments they believe are best suited to their child's learning style and needs. Intra-district transfers continue to be allowed when space is available, a practice that reflects our long-standing commitment to flexibility in enrollment. This understanding of student movement, particularly at the upper grades, informed our assumptions around attrition and played a key role in shaping the recommended number of classrooms for grades 3 through 5 in both the Parent Co-Op and Mandarin Immersion programs.

This configuration ensures:

- Optimal use of all 29 classrooms on campus

- Space for program growth where demand is highest (particularly in the MI TK–2 pipeline)
- A sustainable staffing and facilities model aligned with district parameters
- Continued opportunity for both programs to grow and flourish together on one unified campus

These projections will be reviewed annually and adjusted as needed to respond to actual enrollment and family commitment trends.

Overall, in this plan, we are not just solving for one year—we are creating a roadmap for the future of this campus, these programs, and the students and families they serve. These recommendations reflect data, demand, and dialogue—and I believe they position us to succeed together.

We are also working within constraints. We must remain financially responsible to our community, and we must ensure that all RCSD schools continue to receive the resources they need to succeed. We serve all 12 RCSD schools. These recommendations balance vision with viability, ensuring that Orion Alternative remains an exceptional place for teaching and learning.

### **Community Engagement and Input**

The Orion Growth Plan process has been deeply informed by community voices. In August and September 2024, a total of 79 individuals participated in a districtwide ThoughtExchange survey focused on Orion Alternative’s future. The majority of respondents were parents (61), followed by staff members (14) and neighbors or community members (3). This input provided valuable insights and helped shape the committee’s dialogue.

One of the strongest themes to emerge from the survey was a shared concern about student attrition, especially in the upper grades of both programs. While the ideas and suggestions captured in the survey were not final ideas and recommendations, they are essential to acknowledge and reflect on as we continue to support the long-term success of the Orion Alternative community.

Survey participants shared a wide range of thoughtful responses to the question: “Given the attrition and its effect on the upper grades, what can we do as a community to stay together from TK–5th grade?” Several key strategies were highlighted:

1. **Conduct Exit Surveys:** Families suggested gathering data directly from those who leave to better understand their decisions and inform future planning.

*Response:* This year, six Mandarin Immersion families and one Parent Co-Op family declined a seat at North Star Academy for 2025-26. District communications staff is in touch with the Orion Alternative principal to conduct a focus group with these families as part of research to understand their decision and identify opportunities to increase attrition.

2. **Increase Academic Challenge and Rigor:** To meet the needs of high-achieving students and retain families, respondents recommended offering more opportunities for academic enrichment and differentiation.

*Response:* In response to the request for more academic challenge, Orion has already implemented a WIN block (“What I Need”), a dedicated time during the school day that provides students with targeted support or enrichment based on their individual needs. This flexible instructional block helps address academic gaps and fosters growth for all learners.

3. **Improve Communication about Middle School Options:** Many families expressed uncertainty about options after Orion Alternative, particularly regarding Kennedy Middle School. Suggestions included providing more information, highlighting academic success stories, and offering testimonials from current and former families.

*Response:* The district’s communications staff has begun proactive work to highlight the strengths of Kennedy Middle School. A more robust communications plan is in development to help families make informed decisions about middle school and to close existing information gaps.

4. **Address Concerns with Data and Storytelling:** Participants asked for clear, accessible data to dispel myths and fears, especially related to middle school transitions.

*Response:* This piece will also be part of the communications work to be completed in the future. Please see my response to idea # 4 below to understand how this will be handled.

5. **Enhance Extracurriculars and Community Events:** Families asked for more after-school programs, clubs, enrichment, and events to strengthen relationships and keep students engaged.

*Response:* This school year, the school administration worked with district business services; community schools and partnerships; and maintenance, operations, and transportation staff to expand after-school offerings in partnership with community organizations.

6. **Consider Structural Changes:** A few responses proposed bold ideas such as expanding Orion to include middle school grades or modifying North Star Academy's grade span to reduce mid-elementary transfers.

*Response:* These ideas were acknowledged and discussed by the committee; however, exploring changes to North Star was not within the committee's charge. A separate study of North Star was conducted four years ago, and its recommendations were Board approved and implemented at that time. In addition, expanding Orion to 8th grade is not feasible due to facility constraints.

I want to extend my deepest thanks to the Orion Growth Plan Committee for their leadership and engagement. Their input has been critical to the development of this thoughtful and forward-looking plan. The full seven committee ideas follow.

#### **Appendix A: Committee Idea #1**

- Limit School of Choice transactions to only one.
  - Parents to decide if they will remain the full grade span with the school of choice or will be required to return to a neighborhood school.
- Add office support and campus staff (yard duty, custodians).

#### **Superintendent's Response to Committee Idea #1**

- Education Code Section 35160.5(b) does not specify that families have a limit to the number of times they can transfer their child
- Additional support has been approved, and the exact amount of hours (support) will depend on August enrollment

#### **Appendix B: Committee Idea #2**

- Add a third kindergarten class for both programs in the 2025-26 school year, targeting 56 students per program (18 students in each class).
- With an expected retention rate of 100% to first grade, these three kindergarten classes would merge into two first-grade classes, helping to balance student-teacher ratios as enrollment progresses through the grades.
- Factoring in anticipated attrition rates—5-10% annually and 20-30% from second to third grade—the plan aims to stabilize enrollment at approximately 600 students over three years.
- This growth would utilize currently rented spaces and maintain 26-28 classrooms, incorporating 1-2 combination classes in upper grades as needed.
- A larger, stable student body would support campus budget needs, ensuring funding for critical support and administrative staff.
- The rationale for three smaller kindergarten classes is to strengthen early school readiness, language development, and a strong sense of school community from the start.

#### **Superintendent's Response to Committee Idea #2**

Idea #2 conflicts with the Redwood City Teachers Association (RCTA) contract and the standard kindergarten class size of 28 students across other district schools. Additionally, increasing enrollment at any school does not directly stabilize funding, so this approach would not achieve the intended financial benefits.

#### **Appendix C: Committee Idea #3**

- Stay at current Orion Campus
- Optimize the historical classrooms and portables
- Increase staff support for breaks and meals
- Update classrooms and play space
- Increase 1 Kindergarten class per program (MI and Co-Op)
- Increase support for TK-2nd grade staff

### **Superintendent's Response to Committee Idea #3**

This idea could work with the following adjustments and limitations while also implementing it in staggered school years:

#### **2025-26:**

- SLC class moves to another school (ES-2 classroom becomes available)
- ES-2 classroom will be temporarily used as the RSP classroom
- Use the former technology lab (behind library) for the recently approved third MI TK class
  - A third Co-Op TK class is not opening as there are still seats available in the 2nd Co-Op class
- Hours for staff support for breaks and meals could increase depending on enrollment
- Modernization of classrooms and playground next to Child Development Center (CDC) classrooms will be considered through the Facilities Master Plan (FMP) process
- California Universal TK requires additional support in all TK classrooms, which has already been allocated

#### **2026-27:**

- Due to the third MI TK class approved in 2025-26, a third MI Kinder class may more than likely need to be added in 2026-27.
  - Third MI Kinder class would open in ES-2
  - Co-Op would remain at two Kinder classes
- Hours for staff support for breaks and meals could increase depending on enrollment

### **Appendix D: Committee Idea #4**

Enhance the visibility of the school's program successes to strengthen commitment to its goals. This can be done by improving how information is presented on the school's website, highlighting achievements, academic rigor, and enrichment opportunities. The goal is to increase student retention and community support by showcasing the program's strengths.

Currently, program performance data is not clearly differentiated, as Mandarin Immersion (MI) and the Co-Op program are combined in district reports. This lack of transparency may contribute to misinformation about the programs' effectiveness. Additionally, because this information is only shared in subcommittee meetings and not publicly accessible, families outside the school may not fully understand the program's benefits. Survey responses further indicate a strong desire for more academic and enrichment opportunities, making it essential to communicate the school's offerings more effectively to prospective and current families.

### **Superintendent's Response to Committee Idea #4**

District communications staff will review the current content on the school's website, and other marketing and communication tools, to make adjustments to better showcase the school.

It is important to keep in mind that Orion Alternative is a single school, and state results and official reports are published as a whole rather than broken down by individual programs. While we can refine how information is presented, we must work within the constraints of standardized reporting.

The district is committed to promoting all schools equitably, ensuring that each site receives visibility and recognition for its unique programs and accomplishments. While Orion's specific successes can be highlighted through targeted outreach, broader district communications also focus on showcasing the strengths of all schools.

### **Appendix E: Committee Idea #5**

Future space limitations may necessitate relocating or redistributing programs to meet increasing demand.

Given these potential constraints, Roosevelt Elementary School emerges as a practical relocation option due to its proximity to Orion and similar neighborhood demographics.

While more detailed information about Roosevelt is needed, it appears to be a more viable option than other available lease sites, which may require relocating multiple programs and causing greater disruption. Assessing the costs of each option now would help prepare for a well-planned transition if necessary.

Additionally, the Budget Committee has highlighted concerns about inefficient campus utilization and uneven student distribution, which have contributed to higher expenditures. With potential budget constraints in mind, realigning school locations and optimizing space use should be a priority to reduce costs and better support the district's evolving needs.

### **Superintendent's Response to Committee Idea #5**

This is a possibility, requiring careful planning over the next few years to ensure a smooth transition.

Given space constraints at Orion Alternative, the programs would need to move to a larger campus, such as Garfield or Roosevelt, both of which have significantly more capacity than their current enrollment levels.

- 3600 Middlefield Rd., Menlo Park (Garfield): Capacity of 978 students, current enrollment of 295
- 2223 Vera Ave., Redwood City (Roosevelt): Capacity of 881 students, current enrollment of 402

A phased approach would be necessary to engage the community, ensure minimal disruption, and align with district-wide enrollment planning.

#### **Proposed Timeline:**

2025-26: Planning and Community Engagement

Engage the school communities in discussions about the potential move to their site, ensuring transparency and gathering input from families, staff, and stakeholders.

- Provide families with the option to remain at their school or transition to the new location.
- Redraw attendance boundaries to reflect the school relocation and optimize student distribution across district schools.
- Consider whether the new site should retain the Orion Alternative name or adopt a new identity to reflect its evolving mission and community.

2026-27: Implementation and Transition

- Finalize logistics and necessary campus modifications to accommodate the move.
- Phase-in the transition, ensuring proper support for students, families, and staff.
- Provide ongoing communication and assistance to ease the adjustment period.

A move of this scale requires a long-term vision and careful financial and logistical planning. The district will need to assess costs, facility readiness, and potential impacts on enrollment and program sustainability. By approaching this thoughtfully, we can create a more sustainable and well-resourced learning environment that meets the needs of current and future Co-Op and MI families.

Orion Alternative Needs vs. Other RCSD campuses

- 555 Avenue del Ora (current Orion Alternative) campus has 29 classrooms
- Orion Alternative needs 36 classrooms in order for both programs to have the following grade configuration:
  - 3 classrooms for each program in TK-2
  - 2 classrooms for each program in 3-5
- 3150 Granger Way: 26 classrooms
- 3600 Middlefield Rd. (Garfield): 33 classrooms
- 2223 Vera Ave. (Roosevelt): 31 classrooms

### **Appendix E: Committee Idea #6**

Stay at the current Orion campus while increasing general education classrooms to support long-term growth. Aim for 2 classes per grade through 5th grade, requiring a total of 28 classrooms.

Orion campus has 25 classrooms: 23 for general education and 2 for Special Education and Preschool/CDC. All 23 general education classrooms are in use, leaving no space for expansion without adjustments.

Increase TK capacity for the MI Program:

- Expand MI TK to 3 classrooms based on 2025-26 application data.
- Monitor demand for Co-Op TK; a third Co-Op TK could be considered if applications increase over time.

Relocate the Preschool/CDC Program (1 classroom gained)

- Move to other open district space.

- Would provide a TK-eligible space with a bathroom.

Repurpose existing specialty spaces (3 classrooms gained)

- Convert the Library Lab (behind library), Art Room (Room 11), and RSP Room (Room 12) into general education classrooms.
- Assess costs and impacts of losing current functions.

End Leases for Private Programs (2 classrooms gained)

- Stop leasing portable classrooms to Odyssey Preschool and Catalyst Family programs.
- Weigh revenue loss vs. relocation costs for the entire school.
- Consider impacts on Orion families losing preschool/childcare options.

### **Superintendent's Response to Committee Idea #6**

Several logistical challenges must be addressed, particularly regarding recess/lunch logistics, after-school programming, and staffing support:

Key Challenges:

- Recess and Lunch Logistics: Increased student population will require additional custodial, yard duty, and office staff to ensure smooth operations.
- After-School Program Capacity: More students will need expanded after-school program options
- Impact on Co-Op Enrollment: The CDC program serves as a feeder into Co-Op, with seven students enrolled in Co-Op TK and Kindergarten for 2025-26. Any changes to CDC space or programming should consider its role in maintaining a strong pipeline of incoming students.

Proposed Solutions:

1. Optimize Space for After-School Programs:
  - Rent out former technology lab & Room 11 to Playthrive for additional program capacity.
  - Provide one classroom for Catalyst Kids ELOP to meet demand.
  - Provide two additional classroom for Catalyst Kids Year-Round program to support families needing full-year after school program.
2. Increase Staff Support:
  - 1 hour of additional Office Assistant time to help manage increased administrative workload.
  - Review Yard Duty staffing needs to ensure adequate supervision during recess and lunch.
3. Evaluate CDC Program impact on Co-Op enrollment:
  - Ensure that any space adjustments do not negatively impact the Co-Op pipeline.
  - Consider potential alternatives if relocating or reducing CDC classroom space.

### **Appendix F: Committee Idea #7**

1. We want to support program demand when they come in. For 2025-2026 applications there are 16 prospective TK students who want to join MI, so a 3rd class should be opened to accommodate this demand. This is highly likely to be a fully subscribed class by Round 2.

2. Info-based strategy (time is money) - Work hard to get NSA transfer data earlier rather than only by March deadline. Earlier info of how changes in class compositions will look gives time for district and school administrators to possibly squeeze out more classroom space / organize students more efficiently into respective classrooms instead of by first kicking relevant complementary programs, such as art or SLC off campus. Then make exceptions on opening enrollment on an as-needed basis when the student demand materializes, not only after Round 2 becomes possible.

3. Allow rolling transfers in during the school year, not just when enrollment opens for the next school year. This helps increase backfill for both programs.

### **Superintendent's Response to Committee Idea #7**

1. A third MI TK has already been added for 2025-26. Because the district makes decisions based on data, this decision was made in January when the priority window closed.

- 2. It is important to understand that the same staff member who works on placement offers for both programs at Orion Alternative also handles North Star. Enrollment staff support all families at all 12 RCSD schools.
- 3. This is already taking place.
  - o Two MI kinders were recently placed
  - o One Co-Op Kinder was recently placed

It is important to understand that a priority window deadline will always exist as a cut-off is needed in order to run the lottery. Because staff members support all 12 RCSD schools, there's the need to move to the next school's lottery and come back to support Orion once all other lotteries at all other schools have been finalized.

Financial Impact:

\$300,000 for 2025-26, which includes:

- An additional TK teacher
- An additional TK instructional aide
- An additional hour a day for the office assistant
- An additional three hours a day for custodial support
- Additional hours for yard duty
- Preparing the former technology lab (behind the library) into the new TK classroom
- Furniture and supplies for the additional TK classroom

Submission for Approval

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

**13. Board and Superintendent Reports - 10 min**

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<b>Subject</b>	<b>13.1 Report from Board Members and Superintendent</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	13. 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

**14. Information - 20 min**

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<b>Subject</b>	<b>14.1 Contract Update Information and Credit Card Summary</b>
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Meeting May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm | Closed Session – 6:00 p.m.

Category 14. Information - 20 min

Access Public

Type Information

Rationale: Attached is a list of contracts that the Administration signed from January 1, 2025, to March 31, 2025, as well as the summary of District Office and Facilities Department credit card activities from January 1, 2025, to March 31, 2025.

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 amount of contracts signed from January 1, 2025, to March 31, 2025, is \$867,039.55.

The total expenditures using the District Office Visa credit card from January 1, 2025, to March 31, 2025, are \$6,757.46, and the Facilities Visa credit card from January 1, 2025, to March 31, 2025, are \$11,590.31.

Submission for Approval

Prepared by: Rick Edson, Chief Business Official

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

File Attachments

[Contracts Update 1.1.25 3.31.25.pdf \(68 KB\)](#)

[Visa Expenditure 1.1.25 3.31.25 District Office.pdf \(37 KB\)](#)

[Visa Expenditure 1.1.25 3.31.25 Facilities.pdf \(36 KB\)](#)

**Subject 14.2 Information on San Mateo County Investment Fund - March 2025**

Meeting May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm | Closed Session – 6:00 p.m.

Category 14. Information - 20 min

Access Public

Type Information

Rationale:

Pursuant to Education Code Sections 41001 and 41002, all funds received by or apportioned to a school district must be deposited into the county treasury and credited to the appropriate district fund.

In accordance with Education Code Section 41015, a school district may invest all or a portion of the funds held in a Special Reserve Fund, as well as any surplus monies not immediately needed for operational purposes, in authorized investments outlined in Government Code Sections 16430 and 53601.

Historically, school districts in San Mateo County, including this District, have deposited all funds with the County Treasury. The County Treasurer has managed investment decisions on behalf of the districts, a practice that is common throughout California. These district funds are pooled with those of other public agencies in the County Investment Pool, with earnings and losses distributed proportionally based on each participant's investment share.



Financial Impact:

Gross pool earnings for  
Month ending March 31, 2025: 3.983%  
Quarter ending March 31, 2025: 4.007%

The current average maturity of the portfolio is 2.32 years, with an average duration of 2.08 years. The portfolio continues to hold no derivative products.

Please click the link below to view the investment report for March 2025:  
<https://www.smcgov.org/media/153705/download?inline=>

Please click the link below to view the copies of the Investment Reports and the Compliance Reports:  
<https://www.smcgov.org/treasurer/investment-information>

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

<b>Subject</b>	<b>14.3 RCSD Review of Connect Community Charter Second Interim Financial Report for FY 2024-25</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	14. Information - 20 min
Access	Public
Type	Information

Rationale: The Redwood City School District serves as the chartering authority for Connect Community Charter School (Connect). Pursuant to Education Code Section 47604.32, the District is responsible for providing fiscal oversight and monitoring the financial health of each charter school under its jurisdiction.

Attached is a letter from the District outlining the review and findings related to Connect's Second Interim Financial Report for the 2024-25 fiscal year.

Financial Impact: None.

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

File Attachments  
[Connect 24-25 2nd Interim Review Letter.pdf \(294 KB\)](#)  
[Connect Charter 2nd Interim 2024 2025 Board.pdf \(1,028 KB\)](#)

<b>Subject</b>	<b>14.4 RCSD Review of KIPP Excelencia Community Prep Charter Second Interim Financial Report for FY 2024-25</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	14. Information - 20 min
Access	Public
Type	Information

Rationale: The Redwood City School District serves as the chartering authority for KIPP Excelencia Community Prep Charter School (KIPP). Pursuant to Education Code Section 47604.32, the District is responsible for providing fiscal oversight and monitoring the financial health of each charter school under its jurisdiction.

Attached is a letter from the District outlining the review and findings related to KIPP's Second Interim Financial Report for the 2024-25 fiscal year.

Financial Impact: None.

Submission for Approval

Prepared by: Rick Edson, Chief Business Official

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

File Attachments

[KIPP 2nd Interim Review Letter - FY 2024-25.pdf \(282 KB\)](#)

[KIPP Excelencia 2nd Interim 2024 2025 Board.pdf \(2,466 KB\)](#)

<b>Subject</b>	<b>14.5 RCSD Review of Rocketship Redwood City Prep Charter Second Interim Financial Report for FY 2024-25</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	14. Information - 20 min
Access	Public
Type	Information

Rationale: The Redwood City School District serves as the chartering authority for Rocketship Redwood City Prep Charter School (Rocketship). Pursuant to Education Code Section 47604.32, the District is responsible for providing fiscal oversight and monitoring the financial health of each charter school under its jurisdiction.

Attached is a letter from the District outlining the review and findings related to Rocketship's Second Interim Financial Report for the 2024-25 fiscal year.

Financial Impact: None.

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

File Attachments

[Rocketship 2nd Interim Review Letter - FY 2024-25.pdf \(301 KB\)](#)  
[Rocketship RC 2nd Interim 2024 2025 Board.pdf \(324 KB\)](#)

## **15. Correspondence - 1 min**

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<b>Subject</b>	<b>15.1 Correspondence</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	15. Correspondence - 1 min
Access	Public
Type	

## **16. Other Business/Suggested Items For Future Agenda - 1 min**

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<b>Subject</b>	<b>16.1 Possible Other Business/Suggested Items for Future Agenda</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	16. Other Business/Suggested Items For Future Agenda - 1 min
Access	Public
Type	Information

Rationale: The following Schedule of Agenda Items for the 2024-25 School Board meetings (attached hereto) has been revised by the administration. 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 \(178 KB\)](#)

## **17. Board Meetings Calendar - 1 min**

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<b>Subject</b>	<b>17.1 Changes to the Board Meetings Calendar</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	17. Board Meetings Calendar - 1 min

Access Public  
Type Information

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

**Upcoming Board Meetings:**

5/28/2025 - 7:00 PM (Regular)  
- 5:30 PM (Closed)

6/11/2025 - 7:00 PM (Regular)

6/18/2025 - 7:00 PM (Regular)

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 RCSD Board Meeting Calendar.pdf \(100 KB\)](#)

**18. Adjournment - 1 min**

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<b>Subject</b>	<b>18.1 Adjourn the Meeting</b>
Meeting	May 14, 2025 - Board of Trustees Regular Meeting - 7:00 pm   Closed Session – 6:00 p.m.
Category	18. Adjournment - 1 min
Access	Public
Type	Action
Recommended Action	Motion to adjourn the meeting.