

APPROVED

MINUTES OF THE SAN MATEO COUNTY BOARD OF EDUCATION

Meeting Date: February 19, 2025

Meeting Location: San Mateo County Office of Education
101 Twin Dolphin Dr.
Redwood City, California 94065

Board Members Present: Susan Alvaro, Chelsea Bonini, Beverly Gerard, Patricia Love, Hugo Torres

Board Members Absent: Mike O'Neill

Staff Officials Present: Nancy Magee, Secretary (remotely); Jennifer Perna, Executive Assistant

Other Staff Present: Kevin Bultema, Tami Moore, Kris Shouse

Youth Commission Liaison Present: Bethany Zhao

1. OPENING ITEMS

A. Call to Order

Board President Hugo Torres called the meeting to order at 7:00 p.m.

B. Approval of Agenda

After a motion by Board Member Gerard and a second by Board Member Alvaro, the February 19, 2025, agenda as presented was approved by a vote of five in favor (Alvaro, Bonini, Gerard, Love, and Torres) and one absent (O'Neill).

2. PUBLIC COMMENT

The following speaker provided live public comment:

- John Hoffmann, member of the public

3. **EMPLOYEE OF THE MONTH**

- A. February 2025 Employee of the Month Ernesto Lomeli Rodriguez, Senior Credentials Analyst, Human Resources, Office of the Superintendent

Board President Torres recognized the February 2025 Employee of the Month Ernesto Lomeli Rodriguez, Senior Credentials Analyst, Human Resources, Office of the Superintendent, and honored him on behalf of the Board.

4. **RECOGNITION HONORING FORMER BOARD MEMBER HECTOR CAMACHO, JR.**

- A. Recognition Honoring Former Board Member Hector Camacho, Jr.
B. Adopt Joint Resolution No. 25-9 Honoring Hector Camacho, Jr. for His Service to the San Mateo County Board of Education

Superintendent Magee highlighted the outstanding contributions of former Board Member Camacho across his 11 years of Board service.

Next, David Burruto, representing Assemblymember Diane Papan and Senator Josh Becker, presented a resolution to Mr. Camacho. He praised Mr. Camacho's career, advocacy, and passion for public education and social justice, and acknowledged his efforts to drive systemic change.

Board President Torres noted the County Board and County Superintendent were honoring Mr. Camacho with a resolution expressing their appreciation for his decade of service.

Board Member Alvaro praised Mr. Camacho's parenting and the positive reflection it has had on his kids. She expressed gratitude for the opportunity to work with him, acknowledging the learning and growth she experienced. Board Member Alvaro commended Mr. Camacho's focus on community and equitable service to all children and wished him luck in his new job.

Board Member Gerard shared it was an honor to work with Mr. Camacho over the past 11 years, highlighting his meticulousness and ability to bring new perspectives. She praised Mr. Camacho as an amazing person with a wonderful family, acknowledged that his shoes would be hard to fill, and conveyed how much she would miss him.

Board Member Love expressed gratitude for Mr. Camacho's wisdom and mentorship, acknowledging his role in her decision to run for her position on the Board. She stated she appreciated Mr. Camacho's thoughtful advice and looked forward to future interactions.

Board Member Bonini shared her deep admiration for Mr. Camacho and the honor of serving with him and learning from his approach to equity and student outcomes. She praised his ability to ask insightful questions and contribute to the Board's collaborative environment.

Youth Commission Liaison Zhao praised Mr. Camacho as a remarkable person who will be greatly missed at board meetings. She reflected on the privilege of getting to know him over the past year,

RECOGNITION HONORING FORMER BOARD MEMBER HECTOR CAMACHO, JR.
(continued)

expressed admiration for his accomplishments and energy, and highlighted his kindness, wisdom, and welcoming spirit.

Board President Torres recalled dinners with the Camacho family and the positive reflection of Mr. Camacho and his wife in their children. He expressed how much he would miss sitting next to Mr. Camacho, observing his thoughtful process and being inspired by his questions. Board President Torres described how he valued Mr. Camacho's contributions to conversations and acknowledged that while things would be different, he was glad Mr. Camacho would still be around.

After a motion by Board Member Gerard and a second by Board Member Alvaro, Joint Resolution No. 25-9 Honoring Hector Camacho, Jr. for His Service to the San Mateo County Board of Education was approved by a vote of five in favor (Alvaro, Bonini, Gerard, Love, and Torres) and one absent (O'Neill).

C. Recess to Celebrate Outgoing Board Member Hector Camacho, Jr.

The meeting recessed at 7:41 p.m. for a reception in honor of outgoing Board Member Hector Camacho, Jr. The meeting resumed at 7:56 p.m.

5. **APPROVAL OF MINUTES**

A. January 29, 2025, Governance Workshop Regular Board Meeting

After a motion by Board Member Alvaro and a second by Board Member Gerard, the Minutes of the January 29, 2025, Governance Workshop Regular Board Meeting were approved by a vote of five in favor (Alvaro, Bonini, Gerard, Love, and Torres) and one absent (O'Neill).

B. February 5, 2025, Regular Board Meeting

After a motion by Board Member Gerard and a second by Board Member Love, the Minutes of the February 5, 2025, Regular Board Meeting were approved by a vote of five in favor (Alvaro, Bonini, Gerard, Love, and Torres) and one absent (O'Neill).

6. **CONSENT AGENDA**

C. Receive Staffing Reports

D. Adopt Joint Resolution No. 25-10 Recognizing March 2, 2025, as Read Across America Day

E. Adopt Joint Resolution No. 25-11 Recognizing March 2025 as Arts Education Month/Youth Art Month

After a motion by Board Member Alvaro and a second by Board Member Gerard, the Consent

CONSENT AGENDA (continued)

Agenda was approved by a vote of five in favor (Alvaro, Bonini, Gerard, Love, and Torres) and one absent (O'Neill).

7. LOCAL CONTROL AND ACCOUNTABILITY PLAN (LCAP)

A. Receive the Local Control and Accountability Plan (LCAP) Mid-Year Budget

Minette Manio, Executive Director, Internal Business Services, Business Services Division, presented the SMCOE Local Control and Accountability Plan (LCAP) Mid-Year Budget.

Board Member Alvaro asked whether the budget for Goal One, which involves staffing reassignments and curriculum adoption, would stay on track given roughly half has been spent. Executive Director Manio confirmed they expect to stay on budget because at least one staffing position has been vacated and not filled, with administrators or program managers stepping in to cover those roles, resulting in no additional costs. Board Member Alvaro noted while one area might exceed the budget, others are expected to come in under budget, leading to an overall balance. Executive Director Manio confirmed that was accurate.

Kris Shouse, Associate Superintendent, Educational Services Division, added the team expects the budget to come in under due to a resignation that reduced staffing costs without impacting the site. She noted they are using restricted lottery funds for curriculum adoptions, which will meet Goal One without exceeding the budget. This conservative budgeting approach plans for a worst-case scenario while considering potential one-time funds or other budget areas to cover expenses appropriately.

Board Member Love asked if federal cuts could impact programs and what share of revenue comes from the federal government. Executive Director Manio indicated they do not expect to be affected, as there are no federal programs currently supporting the Court and Community schools. Kevin Bultema, Deputy Superintendent, Business Services Division, added any potential impact from federal budget changes wouldn't be felt until the 2026-2027 year. Title I and other federal titles are currently stable, and while the team is monitoring the situation, the LCAP and the established goals are not directly impacted.

8. OFFICE OF THE SUPERINTENDENT

A. Superintendent's Comments

Superintendent Magee noted it is midwinter break in San Mateo County, with most schools and programs on vacation. She expressed hopes that SMCOE staff are enjoying family time and rest before returning to service the following Monday.

Superintendent Magee acknowledged the successful Partnerships in Education event held the previous Thursday at the San Bruno Community Center, led by Rubie Macaraeg, Coordinator,

OFFICE OF THE SUPERINTENDENT (continued)

Expanded Learning and Community Partnerships, Educational Services Division, and Mary McGrath, Director, Coordinated Youth Mental Health, Office of the Superintendent. With roughly 230 attendees, including many nonprofit and community partners, the event focused on how partnerships and community organizations can use the United for Youth Vision 2030 to support the mental health of young people.

Superintendent Magee reported many County Office leaders were currently attending the Curriculum and Instruction Steering Committee (CISC) conference in Anaheim, a statewide event for county offices. They are participating and also learning behind-the-scenes operations, as the SMCOE team will lead the conference next year, which is a significant honor.

Superintendent Magee announced the County Office submitted a bid to become the regional Positive Behavioral Interventions and Supports (PBIS) Technical Assistance Center, which would involve leading PBIS work across five Bay Area counties, and has been named one of two finalists. She expressed hope and pride in the accomplishments so far and acknowledged the leadership of Greg Fry, Coordinator, School Climate, Educational Services Division.

Superintendent Magee wished a happy upcoming birthday to Marco Chávez, Deputy Superintendent, Educational Services Division, on February 20.

9. BOARD MEMBERS

A. Discuss/Act on Logistics of Board Appointment Process for the San Mateo County Board of Education Vacancy in Trustee Area Three

Superintendent Magee provided information on the logistics of the Board appointment process for the San Mateo County Board of Education vacancy in Trustee Area Three. Board President Torres referred to details outlined in the board memo that summarized the appointment process as it was implemented in 2023.

The Board then engaged in discussion regarding the selection process. As a result of the discussion, the Board agreed to the following process:

- The Board will interview candidates as individuals
- The Board will request that candidates remain outside of the Board room during interviews, understanding that candidates can decide to remain in the Board room if they choose
- The Board will interview all candidates using the same questions
- Candidates will hear the questions for the first time during their interview
- The Board will have an opportunity to ask follow-up questions
- The order of the candidate interviews will be randomly drawn
- The Board will strive to reach consensus in the selection process
- The Board will begin the selection process with a straw poll of each Board Member's top two candidates

BOARD MEMBERS (continued)

- The Board will then engage in discussion until it is determined time to take a vote
- The selection may either be conducted through a motion or with each Board Member voicing their top candidate until a candidate has received a minimum of four votes

The following speaker provided live public comment:

- Mina Richardson, member of the public

After a motion by Board Member Gerard and a second by Board Member Alvaro, the process outlined above was approved by a vote of five in favor (Alvaro, Bonini, Gerard, Love, and Torres) and one absent (O'Neill).

B. Discuss/Act on Review of Candidate Applications to Determine Who Will be Invited to Interview for the San Mateo County Board of Education Vacancy in Trustee Area Three

Superintendent Magee provided information on the review of candidate applications to determine who will be invited to interview for the San Mateo County Board of Education vacancy in Trustee Area Three.

Each Board Member then reported out their top two candidate choices. Three candidates, Edith Arias, Marco Durazo, and Manual Santamaria, were named multiple times.

After a motion by Board Member Gerard and a second by Board Member Alvaro, moving Edith Arias, Marco Durazo, and Manuel Santamaria forward for interviews was approved by a vote of five in favor (Alvaro, Bonini, Gerard, Love, and Torres) and one absent (O'Neill).

C. Discuss/Act on Draft Board Governance Handbook

Superintendent Magee provided information on the draft Board Governance Handbook.

Board Member Alvaro expressed appreciation for the clickable links to pertinent Board Bylaws in the meeting processes area, which made it easy to follow up and find the appropriate bylaw.

Board Member Love suggested creating a one-page, double-sided laminated version of the document with key points to keep it top of mind and easy to bring to meetings.

Board Member Bonini shared her appreciation that most of her edits were included in the final draft but raised questions about the process to schedule school visits. She indicated the current provision, which requires Superintendent Magee's permission for visits, might hinder the Board's ability to visit schools. Board Member Bonini suggested that principals, who are more familiar with campus activities, should have the authority to grant permission.

Board Member Love discussed how contacting the Superintendent directly is more efficient than reaching out to a principal, who would likely consult the Superintendent anyway. She noted the handbook advises contacting the Superintendent and ensuring the visit is scheduled with school

BOARD MEMBERS (continued)

program leaders. Board Member Love suggested it was more practical for the Superintendent to handle the scheduling to avoid redundancy and increase efficiency.

Board Member Bonini stated she believed the proposed language she added included a line about scheduling the visit with the principals and site staff.

Board Member Alvaro expressed concerns about the Superintendent scheduling visits because she missed all scheduled dates the previous year due to conflicts. She suggested allowing Board members to request specific visit dates, which could be coordinated by the Superintendent. This approach, alongside scheduled visits, would be more accommodating.

Board Member Gerard advocated for more flexibility in scheduling visits to programs. She expressed discomfort with the current restrictions, such as needing escorts and not being able to talk to teachers or students. Board Member Gerard believes the process should be less rigid and more accommodating.

Board President Torres emphasized as a principal, he prefers communication about visits be directed to him so he can manage them, as he is familiar with the school's daily schedule. He believes this approach is more efficient, allowing him to handle any conflicts, such as testing, and then coordinate with others as needed.

Board Member Love agreed if a board member can't attend a scheduled visit, they should be able to reach out to the Superintendent to arrange another time. This approach is workable and respects the time of school staff. She emphasized visits generally go through the Superintendent and principals are always involved in the process.

Board Member Bonini stated she was not interested in surprising staff with visits and she believed notifying the principal in advance was sufficient. She expressed frustration with the difficulty of scheduling visits over the past four years, finding the current process too restrictive.

Superintendent Magee acknowledged the challenges of visiting school campuses during the past four years, partly due to COVID-19 restrictions. She agreed if board members cannot attend scheduled visits, they can propose alternative dates to the school program leaders. Superintendent Magee explained that principals at County Office programs function differently than those at comprehensive school sites. They run highly specialized, intensive schools and manage multiple sites and responsibilities, making it impractical to involve them directly in scheduling visits. Superintendent Magee added scheduling visits is an operational decision, and the superintendent operates the schools. She believes scheduling through the school program leaders can accommodate spontaneous or flexible visits while also protecting principals' time and responsibilities.

Board Member Bonini raised a concern about board members feeling monitored and restricted during visits, which prevents them from fully understanding the situation. She mentioned teachers have never expressed discomfort with board visits. The issue lies in the scheduling and restrictions, making board members feel unwelcome not by the school staff, but by the oversight process.

BOARD MEMBERS (continued)

Superintendent Magee reiterated the unique settings of the school sites, and suggested that board members may need an escort, such as a principal, to navigate and understand the environment. She acknowledged the Board's concerns and expressed a willingness to make visits less formal and more accommodating. Superintendent Magee conveyed a desire to make the situation better and proposed discussing alternative approaches to improve the Board's experience while ensuring safety and efficiency, but stressed she would not agree to direct scheduling with the principals.

Youth Commission Liaison Zhao asked if Superintendent Magee had proposed that board members could reach out Associate Superintendent Shouse and Sarah Notch, Executive Director, Center for Access and Engagement, Educational Services Division, to schedule school visits. Superintendent Magee confirmed that was correct. Youth Commission Liaison Zhao asked if school program leaders would coordinate visits by communicating with the principals. Superintendent Magee confirmed that was also correct.

Youth Commission Liaison Zhao asked why the board couldn't directly contact the principal, given that the principal will ultimately be informed about the visit. Superintendent Magee explained school program leaders can coordinate with principals at a convenient time, avoiding interruptions to the principals' busy schedules. Principals have demanding roles and should not be burdened with additional tasks. The proposed solution is for board members to contact the school program leaders with their preferred dates, and the leaders will confirm the visits within a day or two.

Board President Torres noted principals, especially those managing multiple sites, are more familiar with site schedules. If a board member wants to visit a school on a day when the principal isn't available, the principal can simply inform them.

Board Member Gerard commented on a recent scheduled visit, describing it as pleasant and different from previous visits. She appreciated the relaxed atmospheres of the three campuses. Superintendent Magee emphasized the goal was to create that sort of climate, and requested that the board accept the proposed communication route for scheduling visits.

Board Member Love suggested that having a central administrator handle the planning makes sense because it's a multi-site project. She noted it would be challenging for different principles to come together and plan, so having a central administrator would simplify the process.

Board Member Bonini clarified she did not plan visits to multiple locations. She would arrange to visit a specific school and rely on the principal to manage the details because they are the most knowledgeable about their sites. She prefers email communication and would cc others, but prefers that the principal be the main recipient for visit arrangements.

Superintendent Magee agreed the principals can escort visitors around the sites, provided the visit aligns with the principal's availability. She emphasized the goal was to find a suitable time for the principal to be present and discuss the schools' programs. However, her request is the initial outreach for scheduling visits go through Associate Superintendent Shouse and Executive Director Notch. Superintendent Magee underscored she wanted to make the situation better and improve the visits, but she would not compromise on the communication path – the “how” of the visits should be left up to her.

BOARD MEMBERS (continued)

Board Member Love suggested trying out the option proposed by Superintendent Magee to see if it meets the Board's needs. They could reevaluate the process in a few months or a year to determine its effectiveness and make adjustments if necessary. She emphasized the operational details, such as who to contact, should be managed the Superintendent.

Board Member Alvaro asked if someone could amend or add a few sentences to the last paragraph of the handbook to reflect the discussion. Superintendent Magee indicated she was happy to do that. Board Member Alvaro discussed scheduling periodic visits to school programs, as well as setting up visits based on board member request and inviting other board members to join.

Board Member Torres emphasized the importance of getting input from principals to guide decisions and processes.

The Board agreed to table action on the item until the next meeting so they could review the specific, updated language.

D. Receive Information on Board Member Required Trainings

Superintendent Magee provided information on board member required trainings.

Board Member Bonini asked about those who already completed trainings. Tami Moore, Associate Superintendent, Human Resources, confirmed anyone who had completed trainings through Vector Solutions within the last two years could send proof to Human Resources, and they would manually record it.

Board Member Alvaro asked if the training needed to be completed every two years after January 2026 or every two years since it was last taken. Associate Superintendent Moore explained the new training requirement started in 2024. If everyone completed the training last year, they are up to date and won't need to redo it until 2026. However, everyone must be caught up by 2026.

E. Discuss/Act on November Nomination of Beverly Gerard as the 2025 - 2027 Region V County Representative to the California School Boards Association (CSBA) Delegate Assembly

After a motion by Board Member Love and a second by Board Member Alvaro, the Board approved the election of Beverly Gerard as the 2025 – 2027 Region V County Representative to the California School Boards Association (CSBA) Delegate Assembly by a vote of five in favor (Alvaro, Bonini, Gerard, Love, and Torres) and one absent (O'Neill).

F. Cast 2025 Ballot for the California School Boards Association (CSBA) Delegate Assembly

After a motion by Board Member Bonini and a second by Board Member Gerard, the Board voted to approve the three candidates – Gregory Land, Andrew Lie, and Francesca Segre – running for the CSBA Region V Delegate Assembly by a vote of five in favor (Alvaro, Bonini, Gerard, Love, and Torres) and one absent (O'Neill).

BOARD MEMBERS (continued)

G. Adopt Resolution No. 25-12 Implementing Board Policy 9250 to Compensate Susan Alvaro for Her Absence from the February 5, 2025, Board Meeting Due to Illness

After a motion by Board Member Bonini and a second by Board Member Love, Resolution No. 25-12 Implementing Board Policy 9250 to Compensate Susan Alvaro for Her Absence from the February 5, 2025, Board Meeting Due to Illness, was approved by a vote of four in favor (Bonini, Gerard, Love, and Torres), one absent (O'Neill), and one recusal (Alvaro).

H. Receive Reports from the Board Ad Hoc Subcommittees and Representatives

There were no reports from the Board Ad Hoc Subcommittees and Representatives.

I. Suggested Topics for Future Agendas

Youth Commission Liaison Zhao requested a resolution to recognize March as Women's History Month.

Board Member Love asked for an update on how recent policies, rhetoric, and actions from the federal government are affecting the school districts in the county.

Board Member Bonini requested an agenda item this spring to discuss the process for student board trustees to request appointments.

Board President Torres expressed interest in learning more about the PBIS team, including their current projects and implementation in schools.

J. Board Member Comments

Board Member Alvaro

Board Member Alvaro expressed excitement and gratitude for the nine people who applied for the board vacancy, and thanked the applicants for their willingness to help.

Board Member Alvaro wished a happy upcoming birthday to Deputy Superintendent Chávez.

Board Member Alvaro suggested it would be beneficial if future ethics training could be provided by an organization other than the California School Boards Association (CSBA). Their two-hour session was unproductive.

Board Member Alvaro speaker announced Amy Wooliever was retiring after 14 years as the La Honda-Pescadero Unified School District Superintendent and more than 20 years in education. She praised Superintendent Wooliever's accomplishments and suggested a resolution to honor her at the end of the school year.

Board Member Alvaro passed along well wishes for Superintendent Magee's improvement along with hopes that Associate Superintendent Shouse's physical therapy was going well.

BOARD MEMBERS (continued)

Board Member Bonini

Board Member Bonini again thanked Mr. Camacho for his service.

Board Member Bonini shared she looks forward to meeting the candidates for the vacant seat at the next meeting. She expressed her excitement about the number of candidates who applied and highlighted the importance of the role and her gratitude to each applicant.

Youth Commission Liaison Zhao

Youth Commission Liaison Zhao reported she attended the California Civic Learning Summit and was part of the facilitation team. She enjoyed the experience, especially seeing the ideas and passion of the 40 participating students.

Youth Commission Liaison Zhao thanked the Board for approving the resolution on Teen Dating Violence Awareness Month.

Youth Commission Liaison Zhao inquired about the timing of the candidate interviews and if she would be allowed to attend. Board President Torres confirmed they would take place during the regular board meeting on March 5, and she would participate by asking questions.

Board Member Love

Board Member Love thanked Superintendent Mage for helping to get the subcommittees moving.

Board Member Love expressed appreciation for the celebration of Mr. Camacho.

Board Member Love discussed her support for Board Member's Bonini's idea of involving a youth trustee from the County Office programs.

Board Member Gerard

Board Member Gerard wished Deputy Superintendent Chávez a happy birthday.

Board Member Gerard shared her excitement about the nine applicants for the board vacancy and thanked them for their interest.

Board Member Gerard reported she attended Partnerships in Education event, and highlighted the presence of Mr. Camacho and the valuable sessions on mental health.

Board Member Gerard reported she was looking forward to reviewing senior projects at Oceania High School and reading to classes at the Bayshore School.

Board Member Gerard noted she would be attending the PTA Founders Day Luncheon where Mr. Camacho will be honored.

Board Member Gerard discussed her busy schedule with various Association of California County Boards of Education (ACCBE) meetings.

BOARD MEMBERS (continued)

Board President Torres

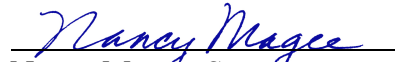
Board President Torres acknowledged the work done in screening applicants and thanked the Superintendent's Office for their efforts.

Board President Torres expressed appreciation to Superintendent Magee for getting the subcommittees started, which was helpful.

Board President Torres acknowledged the evening's collaborative effort in updating the handbook, emphasizing the importance of finding consensus despite differing views, with the ultimate goal of benefiting the children and the collaborative.

10. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 9:33 p.m. Board President Torres announced the next regular meeting would take place on Wednesday, March 5, 2025, at 7:00 p.m.



Nancy Magee, Secretary

jlp