

APPROVED

MINUTES OF THE SAN MATEO COUNTY BOARD OF EDUCATION

Meeting Date: March 19, 2025

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

Board Members Present: Susan Alvaro (remotely), Chelsea Bonini,
Beverly Gerard, Patricia Love, Mike
O'Neill, Hugo Torres

Board Members Absent: Edith Arias

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

Other Staff Present: Kevin Bultema, Marco Chávez, Sarah
Notch, Kris Shouse, Mary Yung

1. OPENING ITEMS

A. Call to Order

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

After a motion by Board Member Gerard and a second by Board Member Bonini, the Board approved Board Member Alvaro's remote attendance due to a physical medical emergency by a vote of six in favor (Alvaro, Bonini, Gerard, Love, O'Neill, and Torres) and one absent (Arias), by roll call vote.

B. Approval of Agenda

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

2. PUBLIC COMMENT

The following speaker provided live public comment:

PUBLIC COMMENT (continued)

- Janice Pellizzari, San Mateo County Office of Education (SMCOE) teacher and San Mateo County Educators Association (SMCEA) President

3. EMPLOYEE OF THE MONTH

- A. March 2025 Employee of the Month Natasha Dinis, Executive Assistant III, Confidential, Educational Services Division

Board President Torres recognized the March 2025 Employee of the Month Natasha Dinis, Executive Assistant III, Confidential, Educational Services Division, and honored her on behalf of the Board.

4. INTRODUCTION OF NEW/RECENTLY PROMOTED STAFF

- A. Introduction of Hector Camacho, Jr., Executive Director, Equity, Social Justice, and Inclusion, Office of the Superintendent

Hector Camacho, Jr. introduced himself in his new role as Executive Director, Equity, Social Justice, and Inclusion, Office of the Superintendent.

- B. Introduction of Ian Bain, Executive Director, Strategy and Communications, Office of the Superintendent

Ian Bain introduced himself in his new role as Executive Director, Strategy and Communications, Office of the Superintendent.

5. APPROVAL OF MINUTES

- A. March 5, 2025, Regular Board Meeting

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

6. CONSENT AGENDA

- B. Receive Staffing Reports
- C. Adopt Joint Resolution No. 25-14 Recognizing March 31, 2025, as César Chávez Day
- D. Adopt Joint Resolution No. 25-15 Recognizing April 2025 as Public Schools Month
- E. Adopt Joint Resolution No. 25-16 Recognizing April 2025 as Autism Acceptance Month

CONSENT AGENDA (continued)

- F. Adopt Joint Resolution No. 25-17 Recognizing School Volunteers and April 2025 as National Volunteer Month
- G. Adopt Joint Resolution No. 25-18 Recognizing March 2025 as Developmental Disabilities Awareness Month

After a motion by Board Member Alvaro and a second by Board Member Gerard, the Consent Agenda was approved by a vote of six in favor (Alvaro, Bonini, Gerard, Love, O'Neill, and Torres) and one absent (Arias), by roll call vote.

7. EDUCATIONAL SERVICES DIVISION

- A. Receive Report on Countywide Support for the 2024-2025 Comprehensive School Safety Plans

Dr. Becky Stephan, Coordinator, School Safety and Student Supports, Educational Services Division, provided a report on countywide support for the 2024-2025 Comprehensive School Safety Plans.

Board Member O'Neill asked for clarification on the DTS acronym. Coordinator Stephan explained this stands for Doc Tracking System, the portal for entering school safety information using internal templates.

Board Member Love expressed appreciation for the efforts to support districts, the continuous updates, and the new sections being worked on, such as the tsunami section.

Board Member O'Neill discussed concerns about tsunami risks at Cabrillo Elementary School, where two wings are in inundation zones, and the experiences of evacuation at Ingrid B. Lacy Middle School during the December tsunami warning. He asked if these issues would be addressed in the tsunami study. Coordinator Stephan confirmed all schools have been reviewed, and a map created to show which schools are in which zones. Staff is collaborating with the Department of Emergency Management to improve the county's emergency response plan. Once plans are approved, specific districts in identified zones will be informed of the exact steps to take, and all districts will receive training.

Board Member O'Neill asked if there was a methodology to ensure kids are safer at school during emergencies, rather than being picked up by parents. Coordinator Stephan explained the protocol includes steps for administrators and staff to take, along with slide decks for families and students for education in advance of an event. This will ensure everyone knows the steps for their site. She emphasized efforts are being made to improve communication. Board Member O'Neill suggested that tsunami alerts for parents need to be hyper-local due to children being in different schools. He underscored the significant impacts on schools in the Pacifica and Cabrillo Unified School Districts.

Board President Torres asked if Oxford Day Academy submitted their information. Coordinator Stephan reported districts choose whether to submit their information, and although she couldn't share specific names at the meeting, the information could be provided at a later time.

EDUCATIONAL SERVICES DIVISION (continued)

B. Discuss/Act on Non-Tactical Portion of the 2024-2025 Comprehensive School Safety Plans for San Mateo County Office of Education Student Programs

Dr. Jesus Jimenez, Director School Programs, Educational Services Division, provided a report on the non-tactical portion of the 2024-2025 Comprehensive School Safety Plans for San Mateo County Office of Education student programs.

Board Member O'Neill asked if there was backup power to annex doors if the power is out. Director Jimenez confirmed there is. Generators are available at the sites for emergencies, and they were successfully used during a recent power outage.

After a motion by Board Member Gerard and a second by Board Member Alvaro, the non-tactical portion of the 2024-2025 Comprehensive School Safety Plans for San Mateo County Office of Education student programs was approved by a vote of six in favor (Alvaro, Bonini, Gerard, Love, O'Neill, and Torres) and one absent (Arias), by roll call vote.

8. **CLOSED SESSION: 2024-2025 COMPREHENSIVE SCHOOL SAFETY PLANS: TACTICAL PORTION (EDUCATION CODE SECTION 32281(F) AND GOVERNMENT CODE SECTION 54957(A))**

A. Discuss/Act on Tactical Portion of the 2024-2025 Comprehensive School Safety Plans for San Mateo County Office of Education Student Programs

At 7:46 p.m., Board President Torres announced the meeting would move into Closed Session to hear a report from Dr. Jesus Jimenez, Director, School Programs, Educational Services Division, on the tactical portion of the 2024-2025 Comprehensive School Safety Plans for San Mateo County Office of Education student programs.

9. **OPEN SESSION: REPORT ON CLOSED SESSION**

A. Report on Actions Taken in Closed Session

The Board reconvened in Open Session at 7:53 p.m. Board President Torres reported after a motion by Board Member Alvaro and a second by Board Member Gerard, the tactical portion of the 2024-2025 Comprehensive School Safety Plans for San Mateo County Office of Education student programs was approved by a vote of six in favor (Alvaro, Bonini, Gerard, Love, O'Neill, and Torres) and one absent (Arias), by roll call vote.

10. **BUSINESS SERVICES DIVISION**

A. Receive, Review, and Approve with Positive Certification the 2024-2025 Second Interim Financial Report

BUSINESS SERVICES DIVISION (continued)

Kevin Bultema, Deputy Superintendent, Business Services Division, presented the 2024-2025 Second Interim Financial Report.

Board Member Alvaro asked about the services amounting to approximately \$168,000 in the Gateway Budget Fund 1 General Fund. Deputy Superintendent Bultema clarified the services might be connected to certificated salaries, which have decreased while services have increased, but further research was needed to confirm this. Superintendent Magee added that some services are likely related to contracts with Effective School Solutions and other mental health and community partners.

Board Member Alvaro expressed concern about the high expenditures for a small number of students at Gateway. Superintendent Magee reminded the Board that the fall semester had a higher enrollment of 17 or 18 students. Kris Shouse, Associate Superintendent, Educational Services Division, confirmed the higher enrollment during fall and that we can also expect additional referrals prior to the end of the school year.

Board Member Bonini asked about the services and amounts related to Career and Technical Education (CTE) being brought in, which is not provided by the teachers. She also asked for clarification of the memorandum of understanding (MOU) threshold, including the anticipated capacity. Associate Superintendent Shouse explained the CTE work performed by the vendor contract is funded through one-time fees or grants, such as Golden State Pathways. These grants will sustain the funding for programming for another two years, without impacting the general fund.

Board Member Bonini asked for an estimate of the costs for the unsettled bargaining units, including the unrepresented groups, and the anticipated classification and compensation increases. Deputy Superintendent Bultema explained the general fund impact for Chapter 887 is estimated to be roughly \$600,000. The cost for the unrepresented groups is not yet determined as the certificated compensation comparison has not been fully scored.

Board Member Love asked about possible funding to seed the education fund mentioned in the Strategic Plan. Deputy Superintendent Bultema replied he will work with Superintendent Magee to obtain an answer and provide information to the Board.

The following speaker provided live public comment:

- Janice Pellizzari, San Mateo County Office of Education (SMCOE) teacher and San Mateo County Educators Association (SMCEA) President

After a motion by Board Member Gerard and a second by Board Member Love, the 2024-2025 Second Interim Financial Report was approved by a vote of six in favor (Alvaro, Bonini, Gerard, Love, O'Neill, and Torres) and one absent (Arias), by roll call vote.

11. **OFFICE OF THE SUPERINTENDENT**

A. Superintendent's Comments

Superintendent Magee shouted out Karla Rodriguez and her leadership with the Tobacco Use Prevention Education (TUPE) program, which was honored by the Stanford Reach Lab as an outstanding partner. The program was praised for elevating student voices and involving them in plans to reduce tobacco, drug, and alcohol use.

Superintendent Magee commended the Personnel Services Team, led by Tami Moore, Associate Superintendent, Human Resources, who organized a successful educator recruitment fair the previous Saturday. The event, open to both certificated and classified employees, was well-attended and vibrant, with teams conducting on-the-spot interviews and resume reviews. The fair created excitement for joining the education workforce.

12. **BOARD MEMBERS**

A. Discuss/Act on Joint Resolution No. 25-19 Resolution of Intention to Lease Certain San Mateo County Office of Education Property and Notice Inviting Bids

Superintendent Magee and Deputy Superintendent Bultema provided information on Joint Resolution No. 25-19 Resolution of Intention to Lease Certain San Mateo County Office of Education Property and Notice Inviting Bids.

Board Member O'Neill asked if it was accurate that if a capital asset was sold, such as a building, the proceeds can only be used for buildings and not for personnel. Deputy Superintendent Bultema confirmed if an asset is sold, the proceeds can only be used for buildings; however, lease dollars are considered operational dollars and can be used for any purpose.

Board Member O'Neill asked about the zoning and approximate value of the building, and whether using sale proceeds for general fund purposes has been considered. Deputy Superintendent Bultema explained the zoning is likely industrial. The building's value has not been appraised within the past year, but leasing was recommended due to a higher return on investment. The lease income is substantial, with the last lease generating \$135,000 per month. However, he also noted he wanted to temper expectations because the market is different today.

Board Member Alvaro indicated that extensive discussions were held with the 7-11 Committee and the Board about the property. The decision was made to lease the property and retain it for potential future use. She discussed how the property is Field Act compliant and can be used as a school if needed, and previous appraisals and records of zoning and parking exist. The previous Request for Proposal (RFP) was set with a minimum amount, and a bidding war resulted in a higher final lease amount. The decision to lease was made carefully, considering input from various stakeholders.

Board Member Bonini asked when the 7-11 committee documents were created. Board Member Alvaro confirmed it was in 2019.

BOARD MEMBERS (continued)

Board Member Love asked why there was a gap between tenants, causing a loss of resources. Deputy Superintendent Bultema reported the lease with Meta ended on January 31. There was a delay due to internal discussions about potentially using the property for educational purposes. The decision was made to follow the 7-11 Committee's recommendation to lease the property, aiming for a July 1 start date to coincide with the new fiscal year. However, efforts will be made to negotiate a lease earlier to start generating revenue as soon as possible.

After a motion by Board Member Gerard and a second by Board Member Alvaro, Joint Resolution No. 25-19 Resolution of Intention to Lease Certain San Mateo County Office of Education Property and Notice Inviting Bids was approved by a vote of six in favor (Alvaro, Bonini, Gerard, Love, O'Neill, and Torres) and one absent (Arias), by roll call vote.

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

Board Member Love reported the Legislative Subcommittee had been renamed the Advocacy Subcommittee. They had a productive session earlier in the day, developing general guidelines for the school funding efforts led by Board Member O'Neill. They are also working on a draft advocacy plan, which needs additional work before being presented to the Board.

C. Suggested Topics for Future Agendas

Board Member O'Neill requested a discussion on the current policy requiring a Board vote for support letters, which can delay community groups like the 4-H in Half Moon Bay from getting timely support. He proposed discussing this issue to streamline the process for future requests.

D. Board Member Comments

Board Member Alvaro

Board Member Alvaro thanked Sarah Notch, Executive Director, Center for Access and Engagement, Educational Service Division, for the guided tour highlighting the wonderful staff at various programs. She praised the CTE program at Hillcrest, noting the positive engagement of probation staff and the exciting opportunities provided to students.

Board Member Bonini

Board Member Bonini reminded colleagues that the San Mateo County School Boards Association (SMCSBA) Legislative Brunch would be held on Saturday from 10 a.m. to noon, and she will co-chair and attend the event.

Board Member Bonini reported the nomination period for the Kent Awards had closed, and the committee and volunteers will review nominations on March 24.

Board Member Bonini shared she was invited to present at the California School Personnel Commissioners Association conference in Castro Valley. The event was well-attended and provided valuable information and partnerships.

BOARD MEMBERS (continued)

Board Member Love

Board Member Love discussed how the site visits were amazing, especially at Hillcrest where the energy and student engagement were phenomenal. The CTE classroom setup was impressive and the skilled and engaging teachers are making a positive impact on students. She thanked the administrators for organizing the visit.

Board Member Love expressed her excitement about Executive Director Bain and Executive Director Camacho joining the Superintendent's Office.

Board Member Love congratulated Associate Superintendent Shouse for receiving a CTE award from the Association of California School Administrators (ACSA), which reflects her leadership and accomplishments.

Board Member Love commented on the resolutions, expressing her appreciation for the line in *Joint Resolution No. 25-14 Recognizing March 31, 2025, as César Chávez Day* about real education drawing out the best in students, which was evident at Hillcrest.

Board Member O'Neill

Board Member O'Neill reported he attended both site tours and agreed with everyone's positive feedback.

Board Member O'Neill shared he served as the master of ceremonies for an Eagle Scout promotion in Pacifica.

Board Member O'Neill noted he attended a training session of the Association of California County Boards of Education (ACCBE).

Board Member O'Neill indicated on March 28, he and Board Member Gerard would be busy at Oceana High School as evaluators for senior exhibitions.

Board Member Gerard

Board Member Gerard discussed attending the training for the Oceana High School senior exhibitions, which is a new experience for her.

Board Member Gerard shared she attended an ACCBE training focused on CTE and apprenticeships, which was informative and exciting. She was pleased with the turnout of roughly 30 people.

Board Member Gerard congratulated Associate Superintendent Shouse on her well-deserved award and acknowledged her hard work.

Board Member Gerard said she looked forward to working with Board Member Bonini on the Kent Awards evaluations and was excited to see the programs submitted by districts in the county.

Board Member Gerard reported she will serve on the nominating committee for SMCSBA.

BOARD MEMBERS (continued)

Board Member Gerard thanked the evening's presenters for the reports, noting she was pleased with the positive outcome on the 2024-2025 Second Interim Financial Report.

Board President Torres

Board President Torres joked he was jealous of everyone who visited the Court and Community Schools, but he was glad they had a beautiful experience, which is a testament to the team's work. He hopes to squeeze in a visit by the end of the month.

Board President Torres also shared on Saturday, the Orgullo y Educación (OYE) Conference will be held at Cañada College. The conference, organized by Latinx students, gets better every year. He will be attending and hopes to see others there, as well.

13. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:55 p.m. in honor of Anthony "Tony" Corten, a longtime teacher and principal in the Pacifica School District, who passed away on February 26, 2025.

Board President Torres announced the next regular meeting would take place on Wednesday, April 2, 2025, at 7:00 p.m.


Nancy Magee, Secretary
jlp