

APPROVED

MINUTES OF THE SAN MATEO COUNTY BOARD OF EDUCATION

Meeting Date:	May 7, 2025
Meeting Location:	San Mateo County Office of Education 101 Twin Dolphin Dr. Redwood City, California 94065
Board Members Present:	Edith Arias, Chelsea Bonini, Beverly Gerard, Patricia Love, Mike O'Neill, Hugo Torres
Board Members Absent:	Susan Alvaro (due to hardship)
Staff Officials Present:	Nancy Magee, Secretary (remotely); Jennifer Perna, Executive Assistant
Other Staff Present:	Kevin Bultema, Marco Chávez

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 O'Neill, the May 7, 2025, agenda as presented was approved by a vote of six in favor (Arias, Bonini, Gerard, Love, O'Neill, and Torres) and one absent (Alvaro).

2. PUBLIC COMMENT

The following speakers provided live public comment:

- Tara Knotts, parent in the Pacifica School District
- Janice Pellizzari, San Mateo County Office of Education (SMCOE) teacher and San Mateo County Educators Association (SMCEA) President
- Christian Morales, SMCOE employee and California School Employees Association (CSEA) 887 Communications Officer

3. **APPROVAL OF MINUTES**

A. April 16, 2025, Regular Board Meeting

After a motion by Board Member Bonini and a second by Board Member Love, the Minutes of the April 16, 2025, Regular Board Meeting were approved by a vote of five in favor (Bonini, Gerard, Love, O'Neill, and Torres), one abstention (Arias), and one absent (Alvaro).

B. April 25, 2025, Board Study Session

After a motion by Board Member Bonini and a second by Board Member Gerard, the Minutes of the April 25, 2025, Board Study Session were approved by a vote of six in favor (Arias, Bonini, Gerard, Love, O'Neill, and Torres) and one absent (Alvaro).

4. **CONSENT AGENDA**

B. Adopt Joint Resolution No. 25-30 In Recognition of the Service of Bethany Zhao as the 2024-2025 Youth Commission Liaison to the San Mateo County Board of Education

C. Receive Quarterly Report on Complaints, as Required by the Williams Settlement

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

5. **EDUCATIONAL SERVICES DIVISION**

A. Receive Update on the Teacher Residency and Induction Programs

Winnie Hardie, Executive Director, Teacher and Administrator Development, Educational Services Division, provided an update on the Teacher Residency and Induction Programs.

Board Member O'Neill asked for clarification on the MS and SPED acronyms. He also asked whether a site administrator is the same as a school principal. Executive Director Hardie explained that MS stands for Multiple Subject, a teaching credential for educators who teach various subjects, typically in elementary school. SPED refers to a Special Education Credential for teaching students with special needs. "Administrators" is a broad term that includes assistant principals, principals, and district office staff such as coordinators and directors.

Board Member O'Neill asked about the difference between single subject and multiple subject teaching credentials. Executive Director Hardie clarified that a multiple subject credential allows teachers to instruct a variety of subjects, typically in elementary school. A single subject credential is for educators specializing in one subject, usually in middle or high schools. In some cases, middle school teachers with a multiple subject credential may still teach core subjects.

EDUCATIONAL SERVICES DIVISION (continued)

Board Member O'Neill asked for clarification on the acronyms PASC, CASC, and TR. Executive Director Hardie noted that PASC, the Preliminary Administrator Service Credential, is a first-year program for aspiring administrators to learn foundational skills. After completing an accredited program, candidates receive a certificate of eligibility, which allows them to apply for administrative positions. CASC, the Clear Administrative Services Credential, is a two-year, job-embedded induction program for administrators that provides coaching and structured support to help them succeed in their roles. TR, Teacher Residency, is a full-year program where individuals commit to being residents, earning both their teaching credential and a master's degree.

Board Member O'Neill asked about the Beginning Teacher Support and Assessment (BTSA) program. Executive Director Hardie confirmed that BTSA is now referred to as the teacher induction program.

Board Member Arias expressed appreciation for the explanations provided and emphasized the importance of coaching and mentoring, especially in teaching, where guidance from those with experience is crucial.

Board Member O'Neill asked whether statistics have been gathered to determine how likely individuals who complete the program are to remain in teaching long-term. Executive Director Hardie explained that while efforts have been made to track retention, it is challenging because participants are not required to report back and are not actively monitored. The program is interested in understanding who continues teaching, especially within the county, but currently lacks solid data on teacher retention.

Board President Torres expressed his gratitude to the mentors, the coaches, and the entire team for their support and dedication. He discussed the importance of mentorship in making the process smoother and extended appreciation to everyone involved.

6. OFFICE OF THE SUPERINTENDENT

A. Superintendent's Comments

Superintendent Magee acknowledged May as Teacher Appreciation and Classified Employee Appreciation Month and recognized the hard work of teachers, paraeducators, and administrators in supporting students, both personally and on behalf of Core Cabinet. She shouted out the site leaders for their contributions and underscored efforts to present successes and challenges to the Board at recent meetings.

Superintendent Magee reminded the Board about the SMCOE End of School Year Celebration on May 21 at Gateway. She noted that May 21 is also the Volunteer and Recognition Event at that evening's board meeting. Dawdy Photography will be on site to take group photos and the goal is to capture a current group shot. Board members are encouraged to arrive by 6:30 p.m.

OFFICE OF THE SUPERINTENDENT (continued)

Superintendent Magee shouted out the Business Services Division team for their efforts in transitioning to the new financial system. They recently completed user training, and she wished the team success as they work toward full implementation by July 1. She acknowledged the enormous challenge of managing this transition across the entire county and its school districts.

Superintendent Magee shared on the previous Wednesday, the County Office hosted the Green Ribbon Awards Ceremony, recognizing environmental excellence. The County Office earned the highest score statewide, reflecting strong collaboration across departments and divisions in supporting sustainability efforts. Community leaders attended alongside award recipients from across the state and the event was a significant achievement. Superintendent Magee expressed gratitude to everyone who contributed to its success.

7. BOARD MEMBERS

A. Discuss/Act on Suggested Protocol for Community Members and Groups Seeking Letters of Support

Superintendent Magee provided information on the updated protocol for community members and groups seeking letters of support.

Board Member Love confirmed that an alternative pathway for certain decisions, such as signing off on legislation, is to go through the Board/Superintendent Advocacy Subcommittee. Superintendent Magee clarified that while board support for legislation would typically go through the Subcommittee, the current discussion was focused on requests from the community.

Board Member Bonini raised concerns about the length and content of the Board Governance Handbook, emphasizing its role both in accountability and as a resource for public engagement. She said she was not opposed to adding information, but she does not want it to become overwhelming. Board Member Bonini described the Board Governance Handbook as more of a regulatory guide for board operations rather than an advocacy tool, noting that policies on advocacy already exist.

Board President Torres noted this policy applies to both the board and the community, unlike other policies that are board-specific. He highlighted that community members might seek clarity on the board's response to their inquiries and what to expect in terms of follow-up.

Board Member Bonini discussed how there are handbooks for various processes, such as appeals, but she questions whether this particular handbook falls under governance.

Board Member Gerard suggested that the Board Governance Handbook include a general reference to the process to help board members and the public understand how requests are handled. She proposed that a separate document or policy could contain more comprehensive information while the handbook could provide a summary. Board Member Gerard emphasized

BOARD MEMBERS (continued)

that both board members and those making requests should be aware of the established process, and a one-page overview in the governance handbook could be a practical approach.

Board Member Bonini commented there are multiple ways to bring issues to the Board, such as contacting a board member, requesting an agenda item, or presenting at a meeting. While having a formal process can be useful, this particular discussion may be more relevant to the Subcommittee. She felt uncertain whether the governance handbook is the right place for this process and hopes to continue considering its proper placement.

Board President Torres summarized the focus was on approving the existing protocol, and the discussion about whether and how to include it in the governance handbook would take place at a subsequent board meeting.

After a motion by Board Member O'Neill and a second by Board Member Gerard, the suggested protocol for community members and groups seeking letters of support was approved by a vote of six in favor (Arias, Bonini, Gerard, Love, O'Neill, and Torres) and one absent (Alvaro).

B. Adopt Resolution No. 25-31 Implementing Board Policy 9250 to Compensate Edith Arias for Her Absence from the April 16, 2025, Board Meeting Due to Illness

After a motion by Board Member Gerard and a second by Board Member Torres, Resolution No. 25-31 Implementing Board Policy 9250 to Compensate Edith Arias for Her Absence from the April 16, 2025, Board Meeting Due to Illness, was approved by a vote of five in favor (Bonini, Gerard, Love, O'Neill, and Torres), one recusal (Arias), and one absent (Alvaro).

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

Board Member Love shared on April 21, the Board/Superintendent Advocacy Subcommittee held a meeting with district superintendents, business officials, and board members to begin a series of discussions on district funding adequacy. The meeting was well attended and Superintendent Magee and Kevin Bultema, Deputy Superintendent, Business Services Division, provided an insightful report. The next meeting is scheduled for May 19 in San Bruno.

D. Board Member Comments

Board Member Arias

Board Member Arias reported she attended the recent Association of California County Boards of Education (ACCBE) meeting focused on board leadership and culture. She connected the discussions to insights from the *Governance 2.0* book and appreciated the opportunity to engage in conversations with others and highlight different board cultures.

Board Member Bonini

Board Member Bonini expressed appreciation for the County Office teachers and staff. Although board members couldn't attend the longstanding luncheon hosted by the 17th District PTA, she hopes the event went well.

BOARD MEMBERS (continued)

Board Member Bonini discussed that she will be attending the upcoming May Delegate Assembly alongside Board Member Gerard.

Board Member Bonini highlighted Youth Commission Liaison Zhao's service, noting her resolution of appreciation on the Consent Agenda.

Board Member Bonini congratulated the County Office for hosting the Green Ribbon Awards Ceremony.

Board Member Bonini suggested considering a joint meeting with the San Mateo County Community College District trustees to discuss intersectional issues such as Project Change.

Board Member Bonini requested agendizing a Study Session debriefing at an upcoming board meeting, allowing for more discussion and engagement rather than just submitting comments via a form. She underscored the importance of allowing ample time for these discussions to ensure thorough consideration and effective decision-making.

Board Member Love

Board Member Love indicated the Study Session discussion would be agendized at the next meeting. Superintendent Magee confirmed that Kris Shouse, Associate Superintendent, Educational Services Division, and Sarah Notch, Executive Director, Center for Access and Engagement, Educational Services Division, were at a conference, otherwise the item would have been agendized for the meeting.

Board Member Love expressed appreciation for all of the teachers, nurses, and classified staff, emphasizing that while May is dedicated to celebrating them, their contributions should be recognized year-round.

Board Member Love discussed attending the Green Ribbon Awards Ceremony and her involvement in environmental literacy efforts during her time at the County Office. She expressed pride in the County Office's achievement of the highest Green Ribbon Award level, underscoring the collective support and leadership that made it possible.

Board Member Love shared that she enjoyed the Kent Awards on May 2 and especially appreciated the impact of student voices.

Board Member Love discussed the recent ACCBE meeting, which included valuable discussions on board culture and self-evaluation. She expressed hopes that a board self-evaluation process would take place in the coming months.

Board Member O'Neill

Board Member O'Neill commented he attended several board-related events, including the ACCBE meeting and the Progress Seminar. At the Progress Seminar, there were several sessions relevant to district initiatives, including one focused on immediate opportunities for Career and Technical Education (CTE) employment and training

BOARD MEMBERS (continued)

Board Member O'Neill discussed attending an event at Skyline College, where farmers met with restaurant and hotel representatives in efforts to strengthen local agricultural connections. The initiative supported the Half Moon Bay High School Future Farmers and 4-H Program, currently the only agricultural education program in the Bay Area. With the industry generating significant revenue in San Mateo County, he found the event valuable and insightful.

Board Member O'Neill requested a discussion about establishing a revolving fund for the pre-development costs for school districts building staff housing.

Board Member Gerard

Board Member Gerard discussed her enriching visit to Gateway, where students shared their projects and she took home fresh lettuce from the school garden.

Board Member Gerard reported on the visit to Oxford Day Academy, where she was impressed by its new campus and the enthusiasm of students and staff.

Board Member Gerard discussed the recent ACCBE trainings, including a budget workshop and a session on boardmanship and board culture. The trainings fostered engaging conversations and there are plans for additional trainings in the coming months.

Board Member Gerard shared she attended the Green Ribbon Awards Ceremony via Zoom and expressed pride in the County Office's achievement.

Board Member Gerard said she attended the Kent Awards, where a standout experience was a South San Francisco middle school job fair which introduced students to future career opportunities and had strong participation requirements.

Board Member Gerard noted her plans to participate in the May Delegate Assembly, marking a new phase for Region 14 representation among county offices.

Board President Torres

Board President Torres reflected on his recent visits to Oxford Day Academy and Gateway, emphasizing student pride and engagement. He highlighted the student-led tour at Oxford Day Academy, noting the enthusiasm and deep connection students have with their school. At Gateway, he observed a high level of student engagement and encouraged students to attend board meetings.

Board President Torres discussed his recent trip to Washington, D.C. and New York with 20 students for work. Following that trip, he attended the Progress Seminar and appreciated the insightful workshops and opportunities to collaborate with leaders across the county.

Board President Torres agreed with the importance of board self-evaluation, acknowledging its importance and committing to further research to find useful resources.

8. **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 8:28 p.m. Board President Torres announced the next regular meeting would take place on Wednesday, May 21, 2025, at 7:00 p.m.


Nancy Magee, Secretary
jlp