

APPROVED

MINUTES OF THE SAN MATEO COUNTY BOARD OF EDUCATION

Meeting Date: August 23, 2023

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

Board Members Present: Susan Alvaro (remotely), Chelsea Bonini, Hector Camacho, Jr., Beverly Gerard, Ted Lempert, Hugo Torres

Board Members Absent: Jim Cannon (due to illness)

County Attorney Present: John Nibbelin, County Attorney (remotely)

Staff Officials Present: Nancy Magee, Secretary
Jennifer Perna, Executive Assistant

Other Staff Present: Marco Chávez, Lisa Cho, Niambi Clay, Patricia Love, Tami Moore, Kris Shouse, Mary Yung

1. OPENING ITEMS

A. Call to Order

Board President Beverly Gerard called the meeting to order at 7:01 p.m.

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

B. Approval of Agenda

After a motion by Board Member Torres and a second by Board Member Lempert, the August 23, 2023, agenda as presented was approved by a vote of six in favor (Alvaro, Bonini, Camacho, Gerard, Lempert, and Torres) and one absent (Cannon), by roll call vote.

2. PUBLIC COMMENT

PUBLIC COMMENT (continued)

The following speakers provided live public comment:

- Wesley Liu, member of the public
- Janice Pellizzari, SMCOE teacher and San Mateo County Educators Association (SMCEA) President

3. EMPLOYEE OF THE MONTH

- A. August 2023 Employee of the Month Stephanie Miranda, Administrative Assistant II, Safe and Supportive Schools, Educational Services Division

Board President Gerard recognized the August 2023 Employee of the Month Stephanie Miranda, Administrative Assistant II, Safe and Supportive Schools, Educational Services Division. She congratulated Ms. Miranda on behalf of the Board and honored her with a check and commemorative token.

4. APPROVAL OF MINUTES

- A. July 19, 2023, Regular Board Meeting

After a motion by Board Member Bonini and a second by Board Member Camacho, the Minutes of the July 19, 2023, Regular Board Meeting were approved by a vote of six in favor (Alvaro, Bonini, Camacho, Gerard, Lempert, and Torres) and one absent (Cannon), by roll call vote.

5. CONSENT AGENDA

- B. Receive Staffing Reports
C. Approve 2023-2024 Consolidated Application for Funding (ConApp) Through Consolidated Application Reporting System (CARS)

After a motion by Board Member Lempert and a second by Board Member Alvaro, the Consent Agenda was approved by a vote of six in favor (Alvaro, Bonini, Camacho, Gerard, Lempert, and Torres) and one absent (Cannon), by roll call vote.

6. EDUCATIONAL SERVICES DIVISION

- A. Receive Report on the Alignment Within the Educational Services Division

Marco Chávez, Deputy Superintendent, Educational Services Division, and Kris Shouse, Associate Superintendent, Educational Services Division, provided a report on the alignment within the Educational Services Division.

EDUCATIONAL SERVICES DIVISION (continued)

Board Member Bonini asked for additional details and examples of how the Research and Systems Planning Department provides cost-effective evaluation and research services. Deputy Superintendent Chávez emphasized that the team wants to approach the work through an equity lens. If there is a small school district with limited resources, while there might be costs associated with the work provided, the team may provide adjustments to meet the district's needs. There may be other districts in which services are provided at no cost. The team strives to support the districts' initiatives in cost-effective ways.

Board Member Bonini referred to the "evaluation and research services" and asked if that was based on data or if the team helps in ways related to evaluation or outcomes for students. Deputy Superintendent Chávez indicated the support is typically provided around data analysis, but the team can also provide guidance and additional resources as needed.

Board Member Alvaro referred to the organizational chart and asked for clarification on why Foster Youth Services was listed under Safe and Supportive Schools and not Special Education and Instruction, where the Court and Community Schools are listed. Associate Superintendent Shouse explained those services have historically lived within Student Services. Mary McGrath, Executive Director, Safe and Supportive Schools, Educational Services Division, leads the team which includes the homeless liaison for the school programs, but the team also provides support to the rest of the county.

B. Introduction of Dr. Gwenn Lei, Executive Director, Curriculum and Instruction Services, Educational Services Division

Dr. Gwenn Lei introduced herself in her newly promoted role as Executive Director, Curriculum and Instruction Services, Educational Services Division.

C. Introduction of Sharon Brown, Executive Director, College and Career Technical Education, Educational Services Division

Sharon Brown introduced herself in her newly promoted role as Executive Director, College and Career Technical Education, Educational Services Division.

D. Introduction of Sarah Ansari, Coordinator, English Learner Support Services, Educational Services Division

Sarah Ansari introduced herself in her new role as Coordinator, English Learner Support Services, Educational Services Division.

E. Introduction of Vivian Matsuyama, Coordinator, Induction and Leadership, Educational Services Division

Vivian Matsuyama introduced herself in her new role as Coordinator, Induction and Leadership, Educational Services Division.

EDUCATIONAL SERVICES DIVISION (continued)

F. Introduction of Kristin Stout, Coordinator, Professional Development and Employee Experience, Human Resources

Kristin Stout introduced herself in her new role as Coordinator, Professional Development and Employee Experience, Human Resources.

G. Receive Report on the SMCOE Equity Index Tool

Jared Prolo, Executive Director, Research and Systems Planning, Educational Services Division, provided a report on the SMCOE Equity Index Tool.

Board Member Camacho shared he was excited to see how tools like these are expanding in use. He stated these are the kinds of dashboards which have been talked about for years, focused on using data to direct the allocation of resources and support districts in terms of data-based needs. He recalled seeing the first iteration of this tool and shared it was great to see how much it has evolved.

7. OFFICE OF THE SUPERINTENDENT

A. Receive Superintendent's Response to the 2023 Grand Jury Report "Education is Everyone's Business: School-Business Partnerships Make an Impact in County's High Schools"

Superintendent Magee reported on SMCOE's response to the 2023 Grand Jury Report "Education is Everyone's Business: School-Business Partnerships Make an Impact in County's High Schools."

B. Superintendent's Comments

Superintendent Magee welcomed back Board Member Lempert and expressed hopes that his sabbatical was restorative and inspiring.

Superintendent Magee noted it has been busy with the launch of the new school year and strategic plan. She expressed her appreciation that Board President Gerard, Board Member Bonini, Board Member Cannon, and Board Member Torres were in attendance to celebrate and experience the Strategic Plan launch event.

Superintendent Magee thanked Patricia Love, Executive Director, Strategy and Communications, Office of the Superintendent, and the Communications Team – Anne Ton, Public Communications Specialist, Office of the Superintendent, and Sara Hopkins, Multimedia Designer, Office of the Superintendent – not only for supporting the Strategic Plan launch event itself, but also for supporting the entire strategic planning process. The team produced a strategic plan which was accessible, concise, and in multiple format versions.

Superintendent Magee also shared her excitement that the school teams completed a thorough school-focused strategic plan with a high level of integrity for their unique school programs.

OFFICE OF THE SUPERINTENDENT (continued)

Superintendent Magee reported it had been a smooth start at the school sites. She congratulated the school leaders under Associate Superintendent Shouse for the positive launch. Additionally, she noted that in her communications with the superintendents, the tone feels lighter with the focus on teaching, learning, and supporting student activities. The hardships and heaviness of the past few years seems to have lifted somewhat, which is encouraging.

Superintendent Magee shared that the previous Friday, former Congresswoman Jackie Speier convened the community of leaders for her San Mateo County Rising – Ending Child Poverty event. She said it was great to see Board Member Camacho, Board Member Cannon, and Board Member Lempert in attendance. It was an impactful day of learning centered on children and included important conversations focused on action-oriented next steps.

Superintendent Magee shared the Climate Change and Environmental Justice Program (CCEJP) statewide work group, with whom the County Office is in partnership with Ten Strands, was convening in the building over three days that week. Individuals came from across the state to collaborate and advance the project. Joining earlier in the day was State Board Member Sharon Olken, who lives in San Francisco. She is the State Board's liaison to the project. It was wonderful to meet her and hear her vision for the work.

Lastly, Superintendent Magee confirmed the California School Boards Association (CSBA) Good Beginnings Workshop is set for September 20. She is looking forward to the workshop.

8. BOARD MEMBERS

- A. Discuss/Act on Designation of San Mateo County Board of Education's Voting Representative at the California County Boards of Education (CCBE) Meeting September 9, 2023, in Monterey, CA

After a motion by Board Member Camacho and a second by Board Member Alvaro, Board Member Bonini was selected as the San Mateo County Board of Education's Voting Representative at the California County Boards of Education (CCBE) Meeting September 9, 2023, in Monterey, CA, by a vote of six in favor (Alvaro, Bonini, Camacho, Gerard, Lempert, and Torres) and one absent (Cannon), by roll call vote.

- B. Discuss/Act on the Appointment of an Ad Hoc Gateway Subcommittee

Board President Gerard appointed Board Member Alvaro, Board Member Bonini, and herself to the Ad Hoc Gateway Subcommittee.

Board Member Lempert asked for details on the general role for the Subcommittee. He noted that past subcommittees had specific charges that the full Board could not do or had engaged in a great deal of research.

BOARD MEMBERS (continued)

Board Member Bonini said she had requested the Subcommittee several months ago because there was an ongoing process. She believed a Subcommittee was necessary because there are stakeholders who have not been fully engaged yet. That includes Board Trustees with whom the Board has relationships with in their own and other areas. The resolution passed in July, which rescinded the closing date, laid out the priorities generally expressed by the Board, and was approved by the present Board members. The priority was to continue to serve students at Gateway as a school of the Board. Her understanding, from discussions with Superintendent Magee and others, was that may or may not be in the current form of a community school, and there may be other options. The second priority was to include all San Mateo County high school and unified districts in any continuing process and discussions. As the Board members are representatives of their areas, it is anticipated that they will have discussions with individuals in different districts regarding needs. She described how there is a design process going on, as well, but stated it was incumbent upon the Board to engage to ensure they know what happens with their school. The third priority was for the Board to be included in any continuing process and discussions, so they anticipate hearing updates from the current design process as part of their engagement.

Board Member Lempert indicated his question was more general and focused on when there needs to be a subcommittee. He discussed the need for meetings and how the full Board should receive full updates. In the past, when there was a subcommittee dealing with a property issue, they were clear in saying they could not speak for the Board and they were simply going to do research and report back. His questions were about why they needed a subcommittee, why the full Board couldn't engage in this process, and whether the subcommittee would bring information back to the full Board.

Board Member Bonini shared she had done some research going back to at least 2018 as to the formation of subcommittees. They have been formed for different events but also for programmatic issues. For instance, on March 14, 2018, former Board Member Ross requested an Ad Hoc Subcommittee for Computer Science, and the statement of the Subcommittee was one or two sentences. In the cover letter, the Subcommittee was requested and brought forward to the Board to determine interest and membership. She was unsure what the Subcommittee did and if it was further described, but usually subcommittee details are not outlined much. Her assumption was that the Computer Science Subcommittee was formed and was necessary.

Board President Gerard noted that the Subcommittee had been discussed with Superintendent Magee who may want Board representation to meet with her and the other entities involved in this process. Due to the Brown Act, all Board members cannot always be there so this way, one or more members of the Subcommittee can serve as representatives or partners. This is the first time there has been a restructuring of the entire Community School program so it is a new process. The Subcommittee is an ideal way for the Board to move forward and partner in the planning of the new school.

Board Member Bonini added that the work of the Subcommittee will be reported back to the Board. The reason she made the request was to gather information rather than share information on what the Board thinks. She wants the Subcommittee to hear the information for themselves and engage in the conversations they have not been involved with.

BOARD MEMBERS (continued)

Superintendent Magee said her team worked with the superintendents to commit to what they want to accomplish and haven't yet started any design process. The design process will be formal and extensive. She added the National Equity Project will be the supporting agency. The process will be well-planned, organized, and transparent with a great deal of stakeholder engagement, including Board members.

Board Member Bonini asked for information on the National Equity Project. Superintendent Magee replied the project will be both a redesign for our own school and a launching pad for a plan for alternative education in the county. Superintendent Magee said that the National Equity Project is a national organization which has accomplished many important projects and is headquartered in Oakland.

Board Member Bonini asked if the National Equity Project has assisted any other county offices of education in similar projects. Superintendent Magee confirmed they had, noting they had worked with both districts and county offices.

Board Member Lempert said he received all his answers. He noted that in the past, he had served on subcommittees which were helpful in gathering information. He explained that he routinely asks why subcommittees are preferable to the full Board and in this case, with the need for more intensive meetings, it makes sense.

After a motion by Board Member Torres and a second by Board Member Camacho, the Board approved the appointment of Board Member Alvaro, Board Member Bonini, and Board President Gerard to the Ad Hoc Gateway Subcommittee by a vote of six in favor (Alvaro, Bonini, Camacho, Gerard, Lempert, and Torres) and one absent (Cannon), by roll call vote.

C. Discuss/Act on Joint Resolution No. 23-26 Resolution To Partner With The Housing Endowment And Regional Trust ("HEART") of San Mateo County To Create Workforce Housing

Superintendent Magee provided information on Joint Resolution No. 23-26 Resolution To Partner With The Housing Endowment And Regional Trust ("HEART") of San Mateo County To Create Workforce Housing.

Board Member Alvaro referred to the cover memo language regarding the Public Benefit Agreement being an option agreement, giving the Board and Superintendent the option to take ownership, and how the Superintendent and Board would have to agree to sign the grant deed and take co-ownership of the Project. She also referred to the resolution language under item three in the "NOW, THEREFORE" section regarding the Board Subcommittee's general approval. Superintendent Magee clarified that the latter language was about when the actual building is selected and not about the Public Benefit Agreement. Board Member Alvaro explained how the Subcommittee and Superintendent have the authority to go ahead and determine that they like a building. She asked at what point the full Board would provide input to agree they like the location or share concerns.

Superintendent Magee described how in a prior meeting they discussed that one of the important aspects of a successful building purchase will be expediency. There was agreement that the Subcommittee would give general approval which would then be shared out with the full Board in a memo, with time

BOARD MEMBERS (continued)

for responses. There would be no formal action at a Board meeting because that could slow down the process. Board Member Alvaro agreed it would slow down the process. She discussed how the memo would go to the full Board and if there was a red flag, the full Board would have the opportunity to share their concerns. Superintendent Magee agreed they could slow down to allow for questions, but they wouldn't want to have to wait for a board meeting.

Board Member Alvaro summarized it would be appropriate if the Subcommittee and Superintendent agreed and a memo was sent to the full Board with a given time of 24-48 hours to react. Superintendent Magee noted that was her understanding of what was generally discussed. Board Member Alvaro thanked Superintendent Magee for the clarification.

After a motion by Board Member Lempert and a second by Board Member Torres, the Board approved Joint Resolution No. 23-26 Resolution to Partner with The Housing Endowment And Regional Trust ("HEART") of San Mateo County To Create Workforce Housing by a vote of six in favor (Alvaro, Bonini, Camacho, Gerard, Lempert, and Torres) and one absent (Cannon), by roll call vote.

D. Discuss/Act on Participation by Board Member Torres in the 2023 International LGBTQ+ Leaders Conference in Washington, D.C. November 30 - December 2, 2023

Superintendent Magee provided background information on the participation of Board Member Torres in the 2023 International LGBTQ+ Leaders Conference in Washington, D.C. November 30 - December 2, 2023.

Board Member Torres said he learned about the 2023 International LGBTQ+ Leaders Conference from local leaders and thought it would be an excellent opportunity to learn how to further support all students. It was brought to his attention that this conference is the same dates as the CSBA Annual Conference, so he needed to decide which he will attend. He would like the approval to attend this conference, even if he decides to attend the CSBA Annual Conference instead. Board President Gerard confirmed that if Board Member Torres received approval, he could then make his decision.

Board Member Alvaro referred to the Board Bylaw 9240 which states the conference must be related to duties as a Board member and the attending Board member must report back to the Board as soon as possible on their activities. She asked Board Member Torres to describe how the conference relates to his duties as a Board member and confirm he will report back to the Board after the conference. Board Member Torres explained the conference is for elected and appointed officials who identify as part of the community and want to collaborate and identify pressing issues for students who also identify as part of that community. Board Member Alvaro asked if Board Member Torres would report to the Board when he returns. He assured he would.

Board Member Camacho asked if the conference had any political affiliation or had anything to do with elections. Board Member Torres confirmed it did not.

After a motion by Board Member Alvaro and a second by Board Member Lempert, the Board approved the participation of Board Member Torres in the 2023 International LGBTQ+ Leaders Conference in

BOARD MEMBERS (continued)

Washington, D.C. November 30 - December 2, 2023, by a vote of six in favor (Alvaro, Bonini, Camacho, Gerard, Lempert, and Torres) and one absent (Cannon), by roll call vote.

E. Suggested Topics for Future Board Agendas

Board Member Bonini noted the Board received a letter from a group in the county asking for information about how LGBTQ+ students are supported in the county. The Board received the letter on or about March 18 and there was a letter attached asking the Board to respond. Board Member Bonini shared she believed the County Office is engaging in a number of activities. She requested that there be a response to the letter in order to share this information, perhaps as an agenda item. Board President Gerard agreed it should probably be an agenda item.

Superintendent Magee asked for the date of the letter. Board Member Bonini reiterated it was March 18 of this year. Superintendent Magee asked if the email was sent to her. Board Member Camacho added it was follow-up message from a previous email. He had looped in Superintendent Magee to that message and indicated she might be able to respond. Board Member Bonini said the original email came in January. Board Member Torres asked if he could receive the emails sent before he was appointed. Superintendent Magee requested a copy of the letter so she could find the email. She reported the team could draft a response to be brought to the Board, perhaps as a Consent Agenda item to be approved by the Board and sent out.

Board Member Bonini referred to potential future school visits and requested that instead of being included on future agenda items, the ongoing, rolling visits to all sites be built in as the Board works on their calendar for the coming year.

Board Member Bonini requested the Board consider a resolution in October for Dyslexia Awareness Month. She said she was unsure if the Board had done one in the past, and she had a sample received from the Decoding Dyslexia California organization and would be willing to assist.

Board Member Bonini reported that in November or December the Juvenile Justice and Delinquency Prevention Commission (JJDPC) will complete their inspections of the different facilities which house some of the County Office school programs. She asked that the JJDPC commissioners present a summary to the Board, allowing the Board to review the reports.

F. Board Member Comments

Board Member Torres

Board Member Torres said he gave the Board a community assessment done by Ayudando Latinos A Soñar (ALAS), who partnered with other community-based organizations in San Mateo County. He promised to send a copy to Board Member Alvaro. She indicated she had already received it. He reported they held a beautiful event in Half Moon Bay, all in Spanish with interpreters, with great food and people. It was wonderful to see everyone come together and brainstorm solutions to tackle issues.

BOARD MEMBERS (continued)

Board Member Torres reported it was great to see staff from different departments give amazing presentations at the Strategic Plan launch event.

Board Member Lempert

Board Member Lempert shared his sabbatical was wonderful, and it was nice to be back.

Board Member Lempert noted it was exciting to welcome all the new leaders at the County Office.

Board Member Lempert reported he enjoyed attending the San Mateo County Rising – Ending Child Poverty event. Superintendent Magee and the County Office were highlighted in numerous remarks about the County Office’s role in eliminating poverty and gun violence, and he was pleased to hear the kudos from former Congresswomen Speier and other leaders.

Board Member Alvaro

Board Member Alvaro thanked the Board for allowing her to attend remotely because she did not want to miss the meeting.

Board Member Alvaro welcomed and congratulated all new staff, including those coming onboard and those recently promoted into new positions. She also congratulated the Employee of the Month. She noted she kept hearing the levels of expertise combined with high level of enthusiasm for the work, which was wonderful to hear. The work gets done when people are excited.

Board Member Alvaro referred to Executive Director Prolo and described how it takes a special kind of “data geek” to take raw data and make it make sense and be useable for people who are not “data geeks.” She and Board Member Camacho believe “data geek” is a compliment because that is the way they think. It was wonderful to see how Executive Director Prolo dives into disparate information and pulls it together so it makes sense. She complimented and thanked him for the way he looks at data and translates the information for people who don’t think that way, which is important. She shared she looks forward to his future reports.

Board Member Camacho

Board Member Camacho noted the summit, the presentations, and the staff introductions were wonderful.

Board Member Bonini

Board Member Bonini said she had the opportunity to speak with Associate Superintendent Shouse and Executive Director McGrath who provided additional insights into the CSBA panel she will participate on regarding mental health. She thanked Superintendent Magee for helping the Behavioral Health Commission meet at the County Office for the launch of their mental health caregiver pathways, which went well. She also thanked Superintendent Magee for attending that event.

Board Member Bonini reported she appreciated attending the Strategic Plan launch event. Having been on the Strategic Plan Subcommittee, she enjoyed being able to participate in some of the conversations and sessions. She was in the group being led by Kevin Bultema, Deputy Superintendent, Business Services Division. In the Subcommittee work, there was a lot of discussion

BOARD MEMBERS (continued)

on which parts involved the Board. Board Member Bonini noted she looks forward to hearing more about how the Board can engage in the process. She described how when the Strategic Plan was rolled out in its last iteration, Board members shared the plan with their constituent districts. She discussed engaging together for advocacy, which was part of her discussion.

Board President Gerard

Board President Gerard thanked Executive Director Prolo for his report. She shared she is not always an analytical thinker, but she loves to look at analytical information and results, exactly like he presented. She has been criticized for leading with her heart, not her analytics. Board President Gerard expressed appreciation for the report, saying it contained information the Board needs to know and can use and process.

Board President Gerard welcomed the new and recently promoted staff, noting it was exciting to see such wonderful people becoming members of the County Office.

Board President Gerard reported she also attended the Strategic Plan launch event and was on the Subcommittee. It was lovely to see the process come to fruition in such a successful way. Everyone was enthusiastic and she enjoyed chatting and gathering feedback with staff after the event.

Board President Gerard noted she attended Board Member Bonini's informative event at the County Office. She was incredibly interested in what her group had to say directly related to the Court and Community Schools and Special Education programs. She expressed appreciation for the invitation and was pleased she was able to participate.

Board President Gerard shared the previous week was active with the California County Boards of Education's (CCBE's) final planning for the CCBE Annual Conference in a few weeks. They also worked on governance planning and the governance training workshop in March. It has been a busy past few weeks and she is looking forward to all events on the horizon.

9. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 9:03 p.m. Board President Gerard announced the next regular meeting would take place on Wednesday, September 6, 2023, at 7:00 p.m.


Nancy Magee, Secretary
jlp