

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Meeting of January 13, 2022

CORONAVIRUS DISEASE (COVID-19) NOTICE

This meeting was conducted pursuant to the provisions of the Governor's Executive Order N-35-20 issued on March 21, 2020 allowing for deviation of teleconference rules required by the Brown Act and pursuant to the order of the Health Officer of San Mateo County dated March 16, 2020 as this meeting is necessary so that the South San Francisco Unified School District can conduct necessary business and is permitted under the order as an essential governmental function.

As SSFUSD is an inclusive school district a Spanish language translation of the Board meeting was also available to the Spanish speaking community.

This meeting included closed captions which required the Board to provide a break, for the captioner's benefit, after approximately every 90 minutes.

OPEN SESSION - 6:00 p.m.

A. CALL TO ORDER

CLOSED SESSION - 6:00 p.m.

1. Conference with Labor Negotiators
Agency Designated Representative: District Assistant Superintendent for HR/Student Services
Employee Organization: SSFCTA
2. Conference with Labor Negotiators
Agency Designated Representative: District Assistant Superintendent for HR/Student Services
Employee Organization: CSEA Chapter 197
3. Conference with Labor Negotiators
Agency Designated Representative: District Assistant Superintendent for HR/Student Services
Employee Organization: SSFAFT
4. To consider the appointment of one (1) public employee to the position of Director of Nutrition Services, in accordance with Government Code Section 54956.
5. To consider the evaluation of performance and discipline/dismissal/release/reassignment of Certificated personnel in accordance with Government Code Section 54957 (one case).
6. Superintendent evaluation.

RECONVENE INTO OPEN SESSION - 7:00 p.m.

B. ROLL CALL

Board Members: Mr. John Baker - Present
Dr. Chialin Hsieh - Present
Ms. Daina Lujan - Present
Mrs. Patricia Murray - Present
Mrs. Mina Richardson - Present
Ms. Samantha Avila Gomez, Student Board Member - Present

Cabinet Members: Dr. Shawnterra Moore, Superintendent - Present
Mr. Keith Irish, Assistant Superintendent, Educational Services and Categorical Programs - Present
Mr. Ted O, Assistant Superintendent, Business Services - Present
Dr. Jay Spaulding, Assistant Superintendent, Human Resources and Student Services – Present

C. PLEDGE OF ALLEGIANCE was led by Monte Verde ES student Reese Andrea De Guia. Principal Debby Mirt said Reese’s favorite subject is math. She also enjoys gymnastics and every year has been one of the school’s Word Millionaires. She thanked Reese for representing Monte Verde ES so well every day in the classroom.

D. LAND ACKNOWLEDGEMENT STATEMENT

We acknowledge that the South San Francisco Unified School District is located on the unceded ancestral homeland of the Ramaytush Ohlone peoples who are the original inhabitants of the San Francisco Peninsula.

We wish to pay our respects by acknowledging the Ancestors, Elders, and relatives of the Ramaytush Community and by affirming their sovereign rights as First Peoples.

E. REPORTING OUT FROM CLOSED SESSION

MOTION #117 (Murray/Richardson) to approve the appointment of Mary Jennings to the position of Director of Nutrition Services. Motion Carried on a 4-0 vote as Trustee Daina Lujan abstained from voting.

F. REVIEW OF AGENDA - No changes.

G. PTA COUNCIL REMARKS - President John Sanna acknowledged the Monte

Verde ES PTA, which steps up where need and has one of the best working relationships with its faculty and principal in the District. He said they are what everyone aspired to be. He wished everybody a Happy New Year and hopes they are safe and healthy.

H. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

South San Francisco Federation of Adult Educators - None

South San Francisco Classroom Teachers Association - President Danny Yanow reported that CTA membership overwhelmingly approved the tentative agreement with the District, so they have a contract at last. They will be receiving a 3% raise and a bonus. He thanked the bargaining team, especially Dr. Jay Spaulding for retaining his sense of humor and equanimity and for the work and fighting spirit of the CTA negotiators. He also wanted "... to thank our membership who showed up when they were needed and put up with more stress in the last two years than many generations of teachers have had in their entire careers." He advised that negotiations will start again soon with the sunshining of their next proposal and bargaining. To finish those negotiations prior to the end of the school year, both sides need to be prepared. CTA plans on working with Mr. O to obtain a clear idea of the amount of money available, so they can "...make a realistic proposal that the District can accept. If there's transparency, then we should not have to have an extended negotiation..." "At a time when retaining teachers should be the District's priority, it would behoove all of us to be forthright, flexible and keep the negotiation time brief." He thanked President John Baker for writing to Governor Newsom asking for the ability to hold classes virtually for a short time. While this was proactive, the effort was in vain. Mr. Yanow spoke about problems which had arisen since schools returned from the winter break. "...the guidelines for quarantine and return to school for the students seems to be interpreted differently at different sites and many parents and teachers and probably administrators are confused." It would be helpful if information on the District website was easy to locate, had guidance in simple language, and provided a step-by-step explanation. This is needed for everyone to work from the same set of rules. He has also asked administration for negotiation on COVID-related issues such as the reinstatement of the COVID leave so a five or ten-day COVID absence would not need to be covered with sick time. He has asked the Board to support this request and advised the bargaining team to respond positively. Lastly, he urged everyone, especially teachers, to get tested regularly, keep the air purifiers on high, and ventilate rooms.

California School Employees Association Chapter 197 - President Jolene Malfatti shared that CSEA 197 has reached a tentative agreement with the District and she is waiting for the 610 approval from their home office to move forward with the ratification. She also thanked Dr. Spaulding and the team for their hard work. She hopes this agreement will help with retention of Classified employees. The

custodial staff have had a lot of stress dealing with COVID since it began and she recognized their efforts and that of Supervisor Parades for their front line work. In these stressful times, she cannot remember staff being so stressed that they are ready to leave SSFUSD. She has faith that when the COVID battle ends, every District employee will be a hero to education. “Remember kindness is free to give, but priceless to receive.” Ms. Malfatti, on behalf of CSEA, welcomed Ms. Jennings To the District. She hoped everyone stay well and is kind to one another. She holds them all in high esteem.

President Baker thanked Ms. Malfatti for “...reminding us of the hard work that our custodians do.”

- I. **PERSONNEL COMMISSION** - Assistant Superintendent Spaulding reported that the January 24 Personnel Commission meeting has been cancelled. The next meeting will be held on February 14, 2022.

- J. **ITEMS FROM BOARD**

Trustee Chialin Hsieh updated the Board on the Policies and Bylaw Committee. She and President Baker have completed the huge packet they had and she and Trustee Patricia Murray are ready for the next round.

Vice President Mina Richardson commented on COVID testing shared at the City Council meeting. She said the County is sponsoring a few sites in SSF, including one at 616 Linden Avenue, starting January 18 from 8 a.m. to noon. There will be multiple sites beginning on January 24. Mater Dolorosa will test one day per week. Additional dates will be added in the coming weeks. Other locations are Pacifica and Jefferson HS in Daly City.

- K. **SUPERINTENDENT’S REPORT**

- a. **Recognition for outgoing Student Trustee Avila Gomez-** Superintendent Shawnterra Moore said Sam has provided valuable insights, timely updates, and offered the student perspective on issues. She also had the opportunity to participate in the CSBA Student Trustee training this year. While she will no longer be the Student Trustee, Sam will continue to report on events at SSFHS for the remainder of this year’s Board meetings. The Board acknowledged Sam with a certificate of appreciation for serving as the Fall Student Trustee. Beginning with the February 10 Board meeting, ECHS ASB President Abby Verino will be the Spring Student Trustee.

- b. **COVID Update**

Message of thanks - Dr. Moore sent a heartfelt message of appreciation and thanks and expressed her deepest gratitude to District staff and the entire community. The impact of the surge has been challenging with COVID

testing, contact tracing, and trying to stay current with communications. There is a lot of concern and worry for colleagues, students, families, and each other. With the community stretched thin, she wanted to thank teachers for showing up every day for students and one another. She applauded teachers, administrators, and District Office leaders who are substituting in different capacities at schools to help with the shortage which resulted from the surge. She is also grateful to the community, especially the families, students, and staff who are participating in the pooled testing program and the District's partnership with Work Site Labs. She appreciates the commitment, support, and resilience of the community in communicating symptoms and obtaining the vaccines and booster shots. "We are going to get through it as a community and I am just really humbled that I have the opportunity to serve in such a remarkable community as South San Francisco."

Vaccination clinics - the Superintendent reported that starting today, SSFUSD is offering a Pfizer vaccination clinic at Martin ES for children ages five to eleven. This has been communicated via her January 7 letter, Peachjar, and email. Appointments can be made through the District website, the Martin ES's website, or MyTurn. They also have the capacity to provide the shots to kids 12 to 17. Additional clinics are being held at the site on January 14 and 15.

Response - Dr. Moore shared that guidance on how to respond to COVID, including testing efforts, contact tracing, isolation, and quarantining was updated for San Mateo County last night. SSFUSD will follow the latest guidance from the Pandemic Recovery Network, which will be aligned to the California Department of Public Health. There will be some changes in the timeline for isolation and quarantining, and testing expectations. Human Resources shared this information with the District today and the documentation on the website will be updated. She thanked the community for their patience, in advance.

L. STUDENT TRUSTEE REPORTS

Superintendent Moore said the Student Trustee reports are just as important as other reports which the Board receives and will now be a separate item on agendas.

1. Samantha Avila Gomez, Fall Student Trustee and ASB President South San Francisco High School said this is her last meeting as the Student Trustee and shared the following news from her school: ASB held several fundraisers in December and clubs were actively involved to make sure money was coming in during the holidays; girls' soccer beat Sequoia HS last night; there will be a second round of Club Rush tomorrow to increase memberships; after the break, tickets were being sold for the Winter Ball, which along with

the rally, has been postponed for the safety of the students; the rally will take place on February 11 and the Winter Ball on February 12; a scavenger hunt to win prom tickets will be held; for Valentine's Day, ASB will hold it's annual Marriage in the Quad; class officers hold council meetings so students can see what is going on within their grade level and how they can support their class; the movie night on February 17 will be Howl's Moving Castle; the school hit a record 500+ absences this week due to students being afraid of catching something and needing to quarantine.

She thanked the District for providing at-home COVID testing kits since many students would not have known they were positive and needed to stay home.

During the year SSFHS athletes have expressed that they do not feel appreciated. When they play at other high schools, "...they automatically feel they are less than just because these other schools have money. And we don't." "We're automatically labeled as ghetto, as poor, just because there's some stuff we can't control." She asked why the District is not investing in its many talented athletes. District bands are paid as athletes, so the \$60K put into the sports account is also needed for transportation vans. She pleaded for SSFUSD to put money into the account and revisit the athletics budget because "...we can't expect them to succeed if we don't support them."

2. Abigail Verino, Spring Student Trustee and ASB President El Camino High School congratulated President Baker for his appointment and thanked him and outgoing President Lujan for all they do. In honor of Martin Luther King Jr. Day, she highlighted the following quote: "Everybody can be great because everybody can serve." "In light of everything going on in our District community and the world with the increased amount of COVID-19 cases, service to our students, staff and teachers and our entire community is what is keeping us together." She then highlighted the following recent and upcoming events at her site: In December, the varsity boys basketball team won the Cardinal Classic Tournament; on January 8, varsity boys' soccer defeated South City; on January 10, the senior class took a panoramic picture, the first class to do so in the last two years; on January 19, a second round of Club Rush will take place so students can meet their classmates and participate in service-based events; the ASB leadership is in the process of restructuring their roles and responsibilities to best service the school community; a Colts Got Talent show will be held on February 24, following auditions on February 10 and 11; in February, ASB will host a Hoops lunchtime activity, Valentine's festivities, and events in honor of Black History Month and Lunar New Year; and last week, staff and students did a walk-through of the Exploratorium which will be the venue for their prom on April 9.

She thanked the Board for providing the free rapid COVID tests to students and urged the community to continue staying safe by getting tested regularly and taking advantage of resources.

Vice President Richardson thanked Student Trustee Avila Gomez for her participation on the Board this year. She was very articulate and brought forward many issues. Vice President Richardson said she appreciates hearing of all the activities and the students' enthusiasm during a very tough time. She also recognized Ms. Verino for being a great leader. Vice President Richardson said both Student Trustees are assertive and articulate. She is proud of them and wished them continued success in all they do.

M. PUBLIC COMMENTS

Public comments were submitted in advance of the meeting, were read by all Board members, and posted on the District's website before the meeting.

The following were live comments:

Phil Naranjo, a Spruce ES teacher, referenced President Yanow's comment that giving teachers an additional ten days of sick time to get healthy and keep the community safe is being considered. He said it should be automatic and asked why it is taking so long to decide this. For teachers who are being asked to stay home, he wanted to know why they cannot work from home. Today, 18 students out of 22 in his class were out and it is a waste of time to not teacher them online. This would be advantageous for everyone and help them to not fall further behind.

Brenda Gonzalez, a SSFHS student athlete, said the Athletics Department was not given any funds this year and their budget has remained the same since 2012. As a basketball player, she has never felt supported or funded. On many occasions, students in other districts have called them "ghetto", because they are underfunded. Their gym needs to be updated along with new equipment and clean facilities. The arts need funds as well for the talented students in these beneficial programs. Also, she supports virtual public comments so Board meetings are more accessible to the community.

Olivia Pogorelskin, a Buri Buri ES teacher, commented on a large gap in the COVID safety net. She referenced the SMCOE Pandemic Recovery Framework which details how schools should conduct themselves for optimal safety. It says that when an unvaccinated student is a known close contact, he/she may stay in school if they are asymptomatic, wear a properly fitting mask, and test immediately after exposure and on or after day five. However, the group of students who are both unvaccinated and whose families have not provided consent for their child to get tested on campus have fallen through the cracks. Both State and County guidelines say the student must be sent home until they are tested. "Currently, though, this group of students is being given three business days to get tested. Stop endangering everyone to avoid inconveniencing the few. Follow the guidelines." "What we need is direction and we are asking for leadership."

Tania Torres, a former SSFHS student athlete, spoke about the athletics budget which has not been updated since 2012. She shared a personal experience when 40 soccer players needed to be transported to Menlo-Atherton HS in vans which could only accommodate seven people. Coaches needed to make several trips to transport all of them to the game. Other schools have resources and are properly funded, which SSFHS needs. She noted that the girls soccer team won the CCS championship last year, but were not rewarded as they should have been. These issues affect all SSFHS students and sports can uplift the school and community.

President Baker asked staff for a report on how school athletics are funded.

N. INFORMATION ONLY PRESENTATIONS

1. EDUCATIONAL SERVICES

a. Teaching and learning presentation: Monte Verde Elementary School

Principal Mirt shared educational priorities and programs at Monte Verde ES. She recognized the following parent volunteers who will receive certificates of appreciation from the Board: Kristy Camacho, Grace Chang, Connie Nguyen, John Santiago, and Cherry Wai.

District LCAP Goals

Monte Verde ES is working on all three LCAP goals and is focusing on Academic Achievement. After having students on Zoom, there are some areas for growth.

CAR (Communication, Achievement, Relationships)

The SSFUSD car metaphor is a journey to excellence, providing students a superb learning experience by visiting classrooms daily, collecting walk through data and providing ongoing feedback to teachers and support staff. Principal Mirt said now that students are back in-person, relationships are where they are putting most of their time. Students are re-establishing themselves, dealing with others, and getting along. She said seat belts are missing from the car and should be added for safety, which is a theme of this slightly bumpy year.

Attendance (one month snapshot 11/15 to 12/17/21)

Principal Mirt said the attendance for all groups was 93% or higher. However, the winter break changed some things.

Population

Monte Verde has 539 students this year, a little higher than last year. Kindergarten is somewhat low this year and was attributed to child care being difficult to find in the fall. Some families went to other places to get the child care. Principal Mirt hopes that as the

kindergarten group advances to first grade next year, some students will return to the school.

2021-22 Literably Data

Principal Mirt spoke about the Literably scores which inform instruction.

Fall 2021

The scores look good overall. 68 students or about 12% of the student population in 1st through 5th grade did not meet the expectation. Teachers are working on intervention for those students since the goal is for everyone to move forward. Many of the students are meeting or exceeding the expectation.

Spring to Fall Comparison

The scores of 398 students from both spring and fall were compared. On average, some of the grade levels moved between four and six levels per year. For example, a first grader's instructional level is expected to come in at 'd' and move to 'j' by the end of the year. Increasing one to four levels, could be a grade level.

What's Going on at Monte Verde

Principal Mirt said routines are back in place because they are important. She shared photos of students in activities including:

- The Morning Greeting - changing the class weekly, students lead the pledge, recite the rules, and share announcements. This provides them with an opportunity for public speaking.
- Pooled Testing - done on Wednesdays with results received on Fridays. "Negative is the new positive."
- Walk-a-thon - this is the site's largest fundraiser and a way to build community at the start of the year.
- Celebration - of lunch lady Miss Ella's 90th birthday.
- LEAP - students performed hip-hop dances before vacation.

Principal Mirt said she is impressed with how cooperative the parents have been throughout this year. She shared a photo of the Monte Verde staff and praised them for working together, supporting one another, and getting the job done. They are problem solvers who go above and beyond, and are working harder this year than last. She said she is fortunate to work with the team.

Trustee Lujan thanked Principal Mirt and her entire staff. Her leadership and incredible team have kept the school positive and moving forward for the students in incredible ways.

Trustee Murray also thanked Principal Mirt and her amazing team, Miss Ella, and the parent volunteers who still build community.

President Baker thanked Principal Mirt for her presentation and said he wanted her and her staff to know the Board recognizes this has been a very difficult year after two other hard years.

Vice President Richardson said she was impressed with the school and how parents are uplifting children. She appreciates what Principal Mirt does with the teachers, parents, and students. "It's an exchange of energies that is just nice to see (the) third year in this thing."

Trustee Hsieh said she enjoyed the presentation and the amazing work the Monte Verde ES team does under Principal Mirt's leadership. She is impressed that in this difficult year, the school can still focus on academics. She asked how they can make sure the kids are learning with all the challenges being faced. Principal Mirt replied that while learning is important, having fun is also. "...having a good attitude towards learning and believing that every child is capable and every child has it in them if we just give them what they need, they should be able to produce the work." Teachers relate principles to real life. "...it's really hard when you're working against someone who comes in with a mindset that they can't do it, their parents couldn't do it, and now the teacher is faced with changing their mindset and working on the skill at the same time. I'd say attitude is a big part of our success."

b. Performance Management - Special Education and Pupil Personnel

Performance Management

The District has adopted Performance Management (PM) as a strategy to improve student achievement and keep the focus on continuous improvement and growth over time. PM presentations will be on a variety of topics and will provide the Board and community with a high-level look at District priorities, goals, and progress. To better understand the metrics, the PM information and coding legend is shown below.

NOTE: Performance Management (PM) Reminders:

- These are intentionally designed to be concise, informative, and high-level information for the Board.
- The purpose is to provide ongoing updates to the Board about our progress on LCAP goal related items and district priorities

Color coding legend for the dots

 Green dot means - the action/goal is on target or has been met

 Yellow dot means - the action/goal is moving toward target



Red dot means- the action/goal is off target (and is something that may need deeper analysis, support, or resources)

Assistant Superintendent Keith Irish introduced Sabrina Yacoub, the Director of Special Education and Pupil Personnel, who provided information on her department.

Goals and Priorities

Board Equity Statement and Definition

Statement: It is unacceptable that the educational outcomes of students in our district are overwhelmingly predictable based on students' race, socioeconomics, ethnicity or learning differences. In South San Francisco Unified School District, **equity is a means to ensure equal access to educational opportunity for all students** by dismantling inequitable systems in order to minimize or eliminate the impact of disparities, available resources to prepare and study, and socio-cultural differences in achievement and performance so that all students may perform at optimum levels.

Definition: Equity, in SSFUSD, is defined **as giving students what they need, when they need** it to fulfill their potential.

Director Yacoub said when the pandemic set in last winter, she saw the Special Education (SpEd) Department unite in efforts to understand how they could still meet the needs of the educational community and continue to offer evaluations. The department met weekly to better understand what to do and how to respond. She acknowledged their dedication and thanked educators, paraeducators, administration, specialized providers, as well as Facilities, Business Services, and HR, who use their unique skills every day to make education work in light of this pandemic. Ms. Yacoub also thanked the parent community for their partnership and the Board, Cabinet, and her District Office colleagues for their support of students with IEP's.

District LCAP Goals

SpEd is working on all three LCAP goals and is focusing on Academic Achievement. They constantly ask if they are supporting the District-wide goals.

CAR (Communication, Achievement, Relationships)

In relation to the District's Communication, Achievement, and Relationships (CAR), Director Yacoub is focusing on the GPS and engine components to see how the District is moving towards

accomplishing the three LCAP goals. One of her first assignments was to conduct an analysis of programs, make recommendations for improvements, and subsequently improve the data. She reviewed the following 2018-19 SpEd metrics for SSFUSD and the State. (There are no metrics for the year 2019-20 due to the spring closure of schools.)

2019-20 Performance Management Goals

Director Yacoub said the District must develop a plan of improvement for each indicator in which the target is not met. A group of professionals conducts a root cause analysis of the data, creates a plan, and monitors progress.

SEP (Special Education Plan)

As part of the California Department of Education (CDE) annual review of federally established annual performance measures (APMs), the CDE mandates that districts across the State engage in corrective actions to meet criteria for APMs as reported in an “Annual Performance Review” by developing a Special Education Plan (SEP) that addresses each of the required indicators.

- CDE monitored
- Based on selected indicators and if targets were met or not
- Reviews are conducted annually based on previous school year’s data
- Based on CA Dashboard, as well as SpEd data indicators for Least Restrictive Environment (LRE)


SEP Data

Director Yacoub shared current data as documented on the District dashboard. SSFUSD’s annual review, as conducted by the CDE, lists those performance indicators that are measured, data is usually from the last two cycles (only available for 2018-19, due to the pandemic and emergency school closures), the target and whether the District met it and if not, it is marked for review. SSFUSD has been selected for review in the areas of ELA and Math academic achievement, suspension, graduation, and the percentage of students in two categories, students who are in General Ed for 80% or more of their day, which mean that services are provided outside of General Ed for 20% or less of their day, and students in the General Ed classroom 40% or less of their day, which means services are provided outside of General Ed 60% or more of their day.


SEP Performance Management Data

Graduation rate (target is 100%)

 SSFUSD - 56.7% Graduated, declined by 11.4%


 State - 71.4% Graduated, maintained at +.7%


ELA Achievement (target is all students at or above standard)

 SSFUSD - 89.7 pts below standard, increased by 2.9 points

 State - 95.5 pts below standard, increased by 2.1 points

Math Achievement (target is all students at or above standard)

 SSFUSD - 108.3 pts below standard, decreased by .6 points

 State - 125.3 pts below standard, maintained at + .8


Suspension and Expulsion Rates (target is 0%)

 SSFUSD - 11.3% Suspended, increased by 1.2%

 State - 6.8% Suspended, declined by .3%

Chronic Absenteeism Rate (target is 0%)

 SSFUSD - 15.8% Absent, increased by 2.1%

 State - 15.1% Absent, maintained at +.4%

LRE

- On a target of 52.2% of students, the District had 46.64% of students in General Ed for 80% or more of the day.
- On a target of less than 21.6%, the District had 25.41% of students in General Ed 40% or less of the day.

SEP Goals

Academic Achievement

- Use of interim and practice tests
- Attend scope and sequence training, SpEd power standards
- Evidence based practices implemented with fidelity

Suspension

- Professional development on trauma informed practices and alternatives to suspension
- Mental health screenings and supports

LRE

- Restructure tutorial
- Accurately capture LRE % on Ed Setting page

- Training on Co-Teaching and Universal Design for Learning (UDL)

Graduation

- Credit recovery in Extended School Year (ESY)
- Training to conduct effective transition IEP meetings and Individual Transition Plans (ITPs)

Special Education Program Data

Enrollment

For the period of October 2019 through December 2021, enrollment increased in Pre-K, elementary school, high school, and ATP. There was a slight decrease in middle school. Director Yacoub reviewed enrollment by sites and programs for the same time period.

Special Programs Through-Line

Director Yacoub reviewed specialized programs as well as a through-line of those programs and post-secondary options. If the program is designed to be taught by a mild/moderate credential teacher then the focus of the program supports students with unique needs working towards a District diploma. If the program is designed to be taught by a moderate/severe credential teacher then the focus of the program supports students with unique needs working towards a Certificate of Completion. This program is offered to students up to age 22.

Non-Public School (NPS)/County Schools

Students whose needs cannot be met in District schools are placed outward in non-public and County schools. This is typically due to a unique need that SSFUSD does have or the program required is full.

Non-Public Agency (NPA) Contracts

Due to staffing shortages, SSFUSD often uses third party contracts or a non-public agency (NPA) to meet the needs of SpEd students. Director Yacoub said 50% of their contract budget goes to transportation and the rest goes to either filling vacancies or utilizing outside agencies to provide mental health services.

Performance Management Priorities

Director Yacoub said her priority is to evaluate their programming in order to impact student achievement through a list of actions.

Priority:

- Evaluate programming

Impact:

- Student achievement

Actions:

- Review evidenced based practices
- Review of continuum of services

- Review of Non-Public Schools (NPS)/County placements, effectiveness of Non-Public Agencies (NPA)
- Develop recruitment plan for internal vacancies

Future Programming Recommendations

Director Yacoub shared her recommendations for Fall 2022 and future years.

Overview of Special Education/Pupil Personnel

Director Yacoub presented the organizational charts for Special Education and related service providers. SpEd teachers are the largest group of professionals. Together with paraeducators and sign language interpreters, they ensure students are learning and being included. Related service providers offer developmental, corrective, and other support services that are required to assist a child with a disability to benefit from SpEd.

SEPAC

Another avenue being utilized is the Special Education Parent Advisory Committee (SEPAC), which meets four times a year to gather input and present information to parents for better collaboration and support of students with IEP's. The next meeting is April 12 at 6:30 p.m.

Pupil Personnel

This health team is comprised of two nurses and five health technicians. Together they support 1,120 identified students.

Counselors, Academic and Wellness

Director Yacoub hosts monthly meetings with the 16 school and 2 Wellness counselors. Projects include counselor training, articulation and transition planning, and alignment of social emotional supports.

The Board recessed at 8:28 p.m. for a break and reconvened at 8:40 p.m.

Vice President Richardson said she enjoyed the presentation and asked how many students are in the special needs program which the District funds. Director Yacoub replied there are 1,362 students. Vice President Richardson inquired what types and ranges of conditions are served in the District. Director Yacoub said they serve the whole range and in any given year unique situations arise. "In terms of non-public school and County placements, those schools specialize in students who have autism and behavioral or emotional disorders, and that's typically the avenue they specialize in." She noted that the District has been building programs since she started and there are a few additional ones she would like to include to provide the continuum of specialized instruction. She said her department has done a good job

of being able to support students internally. Ms. Yacoub added that the elementary schools do an excellent job and offer specialized programs and behavior support classes. Teachers at those sites do a wonderful job of bridging the gap for SpEd students so they are included in the classrooms and in social activities outside of the classrooms. Vice President Richardson was glad to hear of the inclusion so after students leave District programs, they are part of society. Ms. Yacoub said it is a two-way street and the more visual those individuals are in the community, the more the community understands. Her goal is to ensure everyone in the community is seen and has a place. She noted that a lot of great work has been done during distance learning and she is excited to be back in-person to move the 2019 plans forward.

Trustee Hsieh thanked Director Yacoub for her excellent presentation. She stated that the SpEd program is very comprehensive with 224 teachers and paraeducators and 50 related service providers including psychologists, speech/language pathologists, behavioral specialists, a nurse, and occupational and physical therapists, etc. She thanked Ms. Yacoub for collaborating with other areas and for the direction in which she is leading the District. Regarding professional development, it is also aligned with District priorities and the pillars. Dr. Hsieh noted that the overrepresentation of minorities in SpEd is well-known and research indicates that factors such as testing bias, poverty, poor general education instruction and insufficient professional development for those working with diverse students can cause this problem and asked Director Yacoub for her take on this challenge. Ms. Yacoub said it is not unique to SSFUSD and exists everywhere. The issues seem to cycle. Director Yacoub stated that the District was recognized as being disproportionately identified with minority students being classified as SpEd. She has started to address the factors and wants to provide more general education for the students. "I think that the more that we do, the more informed, the better we can work together." She holds monthly department Zoom meetings where everyone participates and tries to address this issue. Trustee Hsieh said there is a lot of data to share and great information to potentially use to make improvements, which is the goal.

Trustee Lujan thanked Director Yacoub for the honest look at the data. She complimented her for also capturing the qualitative data which often does not come through as clearly when looking at just numbers and using all the data to drive her performance management priorities. This is strategic thinking with an ongoing drive for inclusion, collaboration, and wrap-around services to truly support SpEd

students. “I appreciate right now is not the end goal, and you definitely have a plan to get us to a place where every student is truly thriving.”

Student Trustee Avila Gomez said there is a lot the District can be doing for students with disabilities. She shared that a family member has disabilities. Sometimes people with disabilities have outbursts and are viewed as being violent by society because others are not used to being around them. “In SSFUSD, if we want to create a more equitable and safer environment, I think we have to look at the statistics we have in our own community.” Student Trustee Avila Gomez referenced an ACLU letter from a few years ago which stated that “SSFUSD students with disabilities were referred to law enforcement at a rate 1½ times their enrollment and later found that black students with disabilities are particularly vulnerable to law enforcement contact...reflecting a disproportionate factor of over ten times their population in the District.” She thanked Director Yacoub for continuing to be an advocate for students with disabilities in SSFUSD. Ms. Yacoub said she appreciates Student Trustee Avila Gomez’s comments on this topic and the data she shared.

Trustee Murray thanked Director Yacoub for such a comprehensive look at her department, which is larger than she realized. She appreciated hearing about the future programming recommendations and asked if COVID has changed the timeline of the next steps. Ms. Yacoub replied that they continue to move forward because the need exists regardless. Assistant Superintendent Irish noted that a decision was made last year to delay one program. He said the Board will be considering a decision to move forward with that program soon if it can be appropriately staffed since, in accordance with the District’s equity statement, they want students who live in the community to remain in SSFUSD. He commended Director Yacoub and her team for working with families of students’ that have been placed outside of the District to bring many of them back over the next few years and be able to meet their needs as much as possible. “That’s a testament to Director Yacoub’s vision and the Board’s unwavering support for students with disabilities and building in those programs and staffing supports.”

Trustee Murray also thanked Director Yacoub and her staff. She acknowledged they have been short staffed and appreciates all the work everyone puts in. The effort has not gone unnoticed.

President Baker thanked Director Yacoub for the very informative dense numbers report. He recognizes the difficulty in determining trends, especially enrollment, over the last few years with COVID. “As a parent of a child in the SpEd program, I really do appreciate everyone from the Director on down who has to give a little bit of extra

effort for our kids.” For anyone who has a child entering the SpEd system, he recommended the quarterly SEPAC meetings. “Just the other night we had a whole discussion about how transition works and what goes through it and it really can give parents a lot of resources.”

Directory Yacoub encouraged the parent community to participate in SEPAC to be as informed as possible about SpEd.

2. BUSINESS SERVICES

a. Audited Actuals Report for the Year Ended June 30, 2021

Andrew Park, a representative from Eide Bailey CPAs, reviewed the District’s Audited actuals report for the year ended June 30, 2021. He said last September, the Board was presented with unaudited actuals and it is his job to audit them and report back.

Auditors render professional opinions by varying levels. The highest level of assurance is an unmodified opinion, known as a clean opinion, followed by a qualified opinion and lastly, the lowest level of assurance they provide on any audit is basically a disclaimer of an opinion.

Auditor Opinions

- **Financial statements** - “unmodified” opinion, the highest level of assurance. Auditors evaluate the District’s checks and balances to ensure the financial statements are reporting what they are supposed to, called internal controls. It is their responsibility to report any type of deficiencies or flaws in the reporting mechanism, governing board. They have nothing to report it as relates to any type of internal control deficiencies.
- **Federal awards compliance** - “unmodified” opinion. For the sake of transparency, eight programs, more than the usual two or three, were audited. The District was in compliance with the list of programs and no type of deficiency was identified.
- **State awards compliance** - annually the State Controller directs independent auditors on what programs to audit and the audit procedures. An “unmodified” opinion was reported. State compliance is a unique area because it evolves every year, and quite drastically, with the pandemic operating conditions the biggest area of State compliance was distance learning. Based on the audit procedure performed on the required State programs, they did not find any issues related to the State compliances they were required to audit.

Mr. Park reported that in the financial statements, including Federal and State compliance, the District earned an unmodified opinion.

Trustee Murray said she does not expect less that these findings with Mr. O in charge.

Trustee Hsieh thanked Mr. O for the great work.
Student Trustee Avila Gomez left the meeting at 7:07.

b. Measure J/Bond Audit for the Year Ended June 30, 2021

Mr. Park also reported on the Measure J Bond audit for the year ended June 30, 2021. He explained that the first half of the audit report is related to the financial activities, specifically for Measure J which is housed in the District's building fund. The second half of the report is what is termed a performance audit, which is basically synonymous with a compliance audit.

Results

On both the financial statement report and the performance audit, the District earned an unmodified opinion again, meaning on the financial statement side, there was no material noncompliance or any material adjustments. On the performance side, auditors tested if all the expenditures that occurred during the year were in alignment with what the voters approved in the measure. They tested 100% of the transactions, which accounted for \$291,245 of the total 2021 fiscal year expenditures, and did not find any irregularities which did not align with the ballot measure.

Vice President Richardson asked how much was left over from the bond funds. Mr. Park replied that \$291,245 was spent and as of June 30, 2021, \$5.5M is left. President Baker asked if that money is already assigned for something. Mr. O said right now the money is being held because of the litigation that is going on, and it is being used to pay attorney fees.

President Baker thanked Mr. Park for the review and said he appreciates the company's work.

O. PRESENTATIONS WITH POTENTIAL ACTION - None

In accordance with the Brown Act, since Board members were videoconferencing during this meeting, all agenda items considered for approval required a roll call vote.

P. CONSENT AGENDA

Vice President Richardson asked to pull the minutes of the December 13 meeting.

MOTION #118 (Lujan/Murray) to approve Item 1a, Minutes to the regular Board Meeting, December 9, 2021; ~~Item 1b, Minutes to the special Board Meeting, December 13, 2021;~~ Item 1c, Minutes to the special Board Meeting, December 15, 2021; Item 1d, Minutes to the special Board Meeting, January 5, 2022; Item 1e, Children's Center QRIS block grant; Item 2a, ECHS staff to participate in the CADA State Conference in Reno, NV Item 2b, SARCs for all sites; Item 3a, Classified Personnel Assignment Order; Item 4a, Purchase Order Listing, November 2021; Item 4b, Warrant Register, November 2021; Item 4c, Cash Receipts, November 2021; Item 4d, Declaration of surplus items; Item 4e, Gifts to the District for December 2021; Item 4f, fundraising events; Item 4g, Professional service agreements under \$25,000. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

Vice President Richardson said she had questions about the procedure to nominate Trustees. Dr. Moore suggested submitting her comments during the approval of the minutes. However, Vice President Richardson has not finished her comments and wants to submit them in writing at the next Board meeting. She is going to ask to change her vote for the item and was waiting for the transcript to see what the votes were. She wanted to put her comments on the record, in an addendum, as a result of her understanding of what the vote reflected at that time. President Baker asked if there was a parliamentarian on staff to respond to the request. Vice President Richardson said they were not following parliamentarian rules and she wanted to include that in her comments. Superintendent Moore stated that the vote cannot be changed and the minutes are a record of the Board's action at a particular meeting and cannot be changed in hindsight. She thinks Vice President Richardson would like to articulate, on the record, that perhaps she should have either abstained or she regrets the vote that she made, but the minutes will still remain the same in terms of what transpired at that Board meeting and cannot be changed. Vice President Richardson said it was a live meeting with no captions and since she could not hear well, she was not getting all the information and understanding it all.

Senior Executive Assistant Nalani Allen-Cantley confirmed the captioner provided notes which were given to Vice President Richardson. She noted that when Dr. Moore was asking the Board for their votes (on the Board member nominations) there was consistency with the ayes and there was no opposition in the votes, which is how it stands in the minutes.

Vice President Richardson said she was following the people that are supposed to know about this and was instructed that she could add a comment. She asked Dr. Moore to confirm she would be able to put something in the record. Superintendent Moore replied if it was a comment on this agenda, the statement would be done right now.

Board members agreed to Vice President Richardson's request to put a statement on the record at a future Board meeting.

MOTION #119 (Lujan/Murray) to re-agendize Item 1b, Minutes to the special Board Meeting, December 13, 2021, on the February 10, 2022 agenda so Vice President Richardson can make a statement on the content of the minutes. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

INFORMATION/DISCUSSION

1. HUMAN RESOURCES

a. Williams Uniform Complaints for Fourth Quarter Ending 12/31/21

Dr. Spaulding presented the Quarterly Report on Williams Uniform Complaints for the quarter ending 12/31/21, per Education Code Section 35186. This form deals with complaints regarding textbooks, facilities, and teacher misassignment.

He stated that there were no complaints filed in the District for this quarter.

ACTION

1. ADMINISTRATION

a. Resolution No. 22-02 for Trustee Compensation

MOTION #120 (Murray/Hsieh) to adopt Resolution #22-02: To allow stipend payment for Trustee Lujan who was absent from the December 15, 2021 Board meeting. (AYES: Baker, Hsieh, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

Student Trustee Avila Gomez returned to the meeting at 9:20.

b. Resolution No. 22-03 African American History Month 61

Board Clerk Lujan read the resolution.

MOTION #121 (Murray/Lujan) to adopt Resolution #22-03: Honoring African American History Month. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

2. EDUCATIONAL SERVICES

a. Approval of Young Audiences of Northern California Memorandum of Understanding (MOU) for 2022

MOTION #122 (Lujan/Murray) to approve the MOU between Young Audiences of Northern California and the SSFUSD for March 1 to December 2022. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

b. Approval of Agreement with Green Cab Transportation

MOTION #123 (Lujan/Murray) to approve a contract with Green Cab to provide transportation services to fulfill Individualized Education Plan (IEP) service agreements for the remainder of the 2021-22 school year. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

3. BUSINESS SERVICES

a. Approval of Informed K-12 Agreement

MOTION #124 (Lujan/Richardson) to approve an agreement with Informed K-12, an online form submission company, to efficiently reduce processing time, potential errors, and the District's carbon footprint by paperless methods. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

b. Approval of Hamilton + Aitken Architects for ECHS Food Services and Cafeteria Improvements

Assistant Superintendent O said phase 2 is for the walk-in freezer and refrigeration replacement. Phase 3 is the cafeteria serving line improvement so students can get their meals more efficiently. This is needed since the District will be going to universal meals next year, which requires they serve two meals to all students for free. To accomplish this requires a lot more food storage at both ECHS and SSFHS. President Baker asked about meal service at SSFHS and Mr. O replied the lines will be adjusted in the entire area so it will be easier for students to get their meals more efficiently.

Vice President Richardson asked about the size of the freezer at ECHS and if is larger than the one the Board approved a year ago. Mr. O said it is about 10' by 40' and bigger than the one in the District Office area and is a container type unit. She noted the ECHS kitchen does not have a lot of room and inquired if it would be housed outdoors. Mr. O said it would be outside at the loading dock area, which the architect identified as the best location at this time.

President Baker noted that ECHS is a Central Kitchen and that is why such a big freezer is needed there. Vice President Richardson said she hopes a little space in the freezer can be shared with the Culinary Arts program, a popular course, which has only a small refrigerator. MOTION #125 (Hsieh/Lujan) to approve Hamilton + Aitken Architects, in the amount of \$77,720, for the Phase 2 and Phase 3 food services and cafeteria improvements at ECHS. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

REVIEW OF FUTURE AGENDA ITEMS AND MEETINGS *(subject to change)*

Board meetings have returned to in-person and are being held in the Baden HS gym, unless otherwise noted.

January 28, 2022/Special Board meeting - closed session only *(teleconference)*

- Conference with Legal Counsel

February 10, 2022

- Introduction of new Student Trustee Verino
- Teaching and learning presentation - ECHS
- Presentation on Performance Management - English Learners
- Update on Governor's 2022-23 budget proposal
- Public Hearing and approval of SSFUSD voting districts maps with Census 2020 information
- Approval of SSFUSD SLO MOU with the City
- Adoption of agreement and approval of public disclosure AB 1200 - CTA
- Adoption of agreement and approval of public disclosure AB 1200 – CSEA
- Adoption of agreement and approval of public disclosure AB 1200 – AFT

February 24, 2022

- Teaching and learning presentation - Westborough MS
- Presentation on Genentech and Science
- Resolution honoring Women's History Month (March)
- Resolution for Red Cross Month (March)
- 2022 CSBA Delegate Assembly election

March 10, 2022

- Teaching and learning presentation – Buri Buri ES
- Presentation on BTSA program update
- Presentation and approval of 2nd interim budget report “positive certification”
- Approval of dates for 2022-23 LCAP and Budget Hearings and Adoptions
- Resolution honoring Women's History Month (March)
- Resolution for Red Cross Month (March)

March 16, 2022 – Board study session *(Board room)*

- Equity Network 2.0 discussion session #3

March 24, 2022

- Teaching and learning presentation - Alta Loma MS
- Presentation on Curriculum
- Presentation on Skyline College Board
- Presentation on Nutrition Services Department
- Resolution for Child Abuse Prevention Awareness Month (April)
- Resolution for Autism Awareness Month (April)
- Resolutions for retirees

April 14, 2022

- Teaching and learning presentation – Sunshine Gardens ES
- Presentation on Performance Management - College and Career Readiness
- Williams report for 1st quarter ending 3/31/21
- Resolution for Earth Day (April 22)
- Approval of declaration of need for fully qualified educators, 2022-23

April 28, 2022

- Teaching and learning presentation - Parkway Heights MS
- Presentation on Performance Management - Information Technology
- Resolution honoring Asian Pacific American Heritage Month (May)
- Resolution for Day of the Teacher (5/11)
- Resolution for Classified School Employee Week (5/15-5/21)

May 12, 2022

- Recognition for outgoing Student Trustee Verino
- Teaching and learning presentation - Junipero Serra ES
- Teaching and learning presentation - Skyline ES
- Presentation on Boys and Girls Club of No. San Mateo County
- Approval of the Board meeting calendar for the 2022-23 school year
- Approval of Graduates - Baden HS, ECHS, SSFHS, and Adult Ed.
- Approval of designated representatives to CIF
- Approval of DWK contract for legal services in 2022-23
- Resolution for Fund 11 & Fund 14 account balances

SUMMARY OF BOARD DIRECTIVES

1. Staff to provide the Board with an update on how school athletics are funded.

GOOD AND WELFARE

Student Trustee Verino said she appreciated the Student Trustees having their own agenda item and giving them their own voice. She provided an update on the STOP

program, which she started at ECHS to stop the stigma against sexual violence. This partnership with Rape Trauma Services will continue after she graduates, so the topic will be addressed and discussed in the District. She thanked the Board for the rapid COVID tests, which many students thought was a great idea. It has been nice having students come back together on campus.

Student Trustee Avila Gomez said SSFHS students were thankful for the rapid tests. If they had been asymptomatic, they would have gone to school not knowing. Now they can take precautions. Her site had a record high of 500 students who called out. The students are excited to have everyone back after their quarantine period. She plans on speaking with elementary school students to let them know they have a voice no matter how young they are and she can include their thoughts in her reports. Since Outdoor Ed has not happened for two years, some high schoolers are participating this year and having a great time. She hopes everyone stays safe, gets vaccinated, and tested.

Trustee Hsieh hoped everyone stays safe, healthy, and utilizes the District's resources.

Trustee Lujan said it has been a busy week as the County and everyone else has responded to the uptick in cases. She thanked the District for providing the COVID tests and Dr. Moore for responding to the County Superintendent's outreach in the middle of winter break and for staff picking up and distributing the tests. She also thanked the school staff members who worked on Sunday and were able to provide the tests to parents. The families that participated in the tests made a huge difference in the return to school. She urged everyone to get vaccinated, boosted, and test regularly.

Vice President Richardson said she was very appreciative of the extra mile administrative staff went, especially Mr. O, along with Superintendent Magee, who came in on the weekend to get the tests out. She came in to get a free one because she could not find any and tested positive.

Trustee Murray shared that she also had COVID, but is better now. She thinks it is important for kids to be in school and recognized the anxiety and fear the community feels. She sent thanks and hugs to parents, students, teachers, and staff for all of their hard work. She encouraged everyone to take care of themselves and make sure they are vaccinated and boosted. She is hoping this is the year we will get some normalcy.

President Baker said he and the Cabinet are working to make kids as safe as possible every day. He has heard the frustration with the District not able to return to distance learning. He is concerned that with many absences, it might get to a point where it is not a safety issue, but a continuity of education issue. With the union presidents' support, he sent a letter to the Governor asking for an option to discuss distance learning. The Governor said he has no intention of doing this. Even though President Baker feels everyone is sometimes stymied, he is confident that with masking and testing we will get through this expediently and quickly. He asked everyone, if possible, to be tested and vaccinated to make it happen and said it will be a good rest of the year.

ADJOURNMENT – 9:51 p.m.