

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
AGENDA AND ORDER OF BUSINESS – REGULAR MEETING
Thursday, December 9, 2021**

**Baden High School - Gymnasium
825 Southwood Drive, South San Francisco, California**

The Board of Trustees invites the community to participate in this meeting in-person. In-person attendees must show either proof of COVID-19 vaccination or negative COVID-19 test results taken within the prior 72 hours.

The Board meeting will be streamed live and you can view it by visiting this web page for the Board meeting streaming link: <http://www.ssfusd.org/onlineboardmeeting>
(The link will be active shortly before 7:00 p.m. on December 9)

This meeting will include closed captions which require the Board to provide a break, for the stenographer's benefit, after approximately every 1.5 hours.

OPEN SESSION - 6:30 p.m.

A. CALL TO ORDER

CLOSED SESSION - 6:30 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

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

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE will be led by Ponderosa ES student Kendall Morales.

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

ACTION

PAGE

1. HUMAN RESOURCES

- a. Resolution No. 21-53 Honoring Commissioner Napoleon Garcia** **1**

Staff recommends the adoption of Resolution #21-53: To honor Commissioner Napoleon Garcia for his years of service on the Personnel Commission.

F. REVIEW OF AGENDA

G. RECOGNITION AWARDS - volunteers

H. PTA COUNCIL REMARKS

I. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

- South San Francisco Federation of Adult Educators
- South San Francisco Classroom Teachers Association
- California School Employees Association Chapter 197

J. PERSONNEL COMMISSION

K. ITEMS FROM THE BOARD

- Announcements
- Board Calendar
- Board Committee Reports

L. SUPERINTENDENT'S REPORT

a. CSBA Annual Conference Report

b. Holiday greetings

c. Other

- ASB Reports
 - Samantha Avila Gomez, Fall Student Trustee and ASB President South San Francisco High School
 - Abigail Verino, Spring Student Trustee and ASB President El Camino High School

M. COMMUNICATIONS

To comment prior to the meeting:

Public comments may be submitted in advance of the meeting through the following link: <https://bit.ly/boardmeeting12092021> beginning at 3:00 p.m. on Monday, December 6, until 3:00 p.m. on Thursday, December 9. These comments will be read by all Board members and posted on the District website's 2021-22 Board meetings at: www.ssfusd.org/20212022boardmeetings prior to the meeting.

To comment in-person during the meeting:

Public comments are limited to one to three minutes per individual (per Board Bylaw 9323). Name/address cards are placed in the back of the room to be completed and given to the secretary. The Board President will call upon individuals in random order who have requested to speak. Each person may only speak once, and is required to address the Board from the podium. The meeting is recorded and streamed live. Individuals may address the Board concerning school business not on the agenda, but public comment cannot be acted upon or discussed by the Board unless placed on the agenda at a subsequent meeting, in accordance with the law, the Brown Act. The Board may request staff to respond orally at the meeting or in writing at a future time.

N. PRESENTATIONS

(Individual presentations are limited to a maximum of 10 minutes.)

1. EDUCATIONAL SERVICES

**a. Teaching and learning presentation:
Ponderosa Elementary School**

Principal Julie Erskine will share, with the Board, educational priorities and programs at Ponderosa ES.

**b. Teaching and learning presentation:
District's Child Development Program**

Coordinator Eric Claybon will share, with the Board, information on the District's child development program.

c. Performance Management – Career Technical Education (CTE)

Director Jason Brockmeyer will review the District's Career Technical Education in terms of Performance Management as a tool for analysis and improvement of performance.

2. BUSINESS SERVICES

a. First Interim Budget Report

Assistant Superintendent Ted O will present, to the Board, the 2021-22 First Interim Budget, for the period ending October 31, 2021.

In accordance with the Brown Act, since Board members are videoconferencing during this meeting, all items require a roll call vote.

- O. CONSENT AGENDA:** The following items are submitted for Board approval. One motion will authorize action for those items so designated.

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1. ADMINISTRATION	
a. Minutes of the October 21, 2021 Board meeting/Community Forum.	2 - 19
b. Minutes to the special Board Meeting, November 10, 2021.	20 - 21
c. Minutes to the regular Board Meeting, November 18, 2021. grant.	22 - 54
2. EDUCATIONAL SERVICES	
a. Permission for ECHS Wrestling Team students to travel to Brentwood, CA, December 27-28, 2021.	55
b. Permission for ECHS Wrestling Team students to travel to Napa, CA, January 7-8, 2022.	56
c. Permission for ECHS Wrestling Team students to travel to Gilroy, CA, January 20-21, 2022.	57
d. Permission for Westborough MS students to travel to Washington D.C. and New York, March 23 - 30, 2022.	58 - 59
3. HUMAN RESOURCES	
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b. Classified Personnel Assignment Order	61
4. BUSINESS SERVICES	
a. Declaration of surplus items.	62 - 63
b. Gifts to the District, November 2021.	64 - 65
c. Fundraising events for the 2021-22 school year.	66 - 68
d. Professional service agreements under \$25,000.	69 - 70

INFORMATION/DISCUSSION

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1. EDUCATIONAL SERVICES

a. 2022 Summer School Programs 71 - 73

Staff will present, to the Board, the 2022 Summer School programs.

ACTION *(continued)*

1. ADMINISTRATION

a. CSBA Delegate Assembly Nomination(s) 74 - 82

There are three CSBA Delegate Assembly seats up for election this year in subregion 5B (San Mateo County). The Board will decide if they wish to nominate a Board member or members to run for the CSBA Delegate Assembly, as presented to the Board.

2. EDUCATIONAL SERVICES

a. Approval of the 2022 Summer School Programs 83 - 85

Staff recommends the approval of the 2022 Summer School programs, as presented to the Board.

b. Approval of the Educator Effectiveness Block Grant 86 - 91

Staff recommends the approval of the Educator Effectiveness Block Grant for 2021-26, as presented to the Board.

c. Approval of Math Intervention at Skyline ES 92

Staff recommends the approval of the hiring of a substitute teacher to provide Tier II math support at Skyline ES, as presented to the Board.

d. Approval of the After School Academic Programs for 2021-22 93 - 95

Staff recommends the approval of the agreement with the After School Academic Program through Daly City Partnership Tutoring at Skyline ES, for the remainder of the 2021-22 school year, as presented to the Board.

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e. Approval of Sports for Learning Agreement at Skyline ES 96 - 100

Staff recommends the approval of the Sports for Learning agreement to provide a social emotional learning and physical education program at Skyline ES, for the remainder of the 2021-22 school year, as presented to the Board.

f. Approval of Sports for Learning Agreement at Los Cerritos ES 101 - 105

Staff recommends the approval of the Sports for Learning agreement to provide a social emotional learning and physical education program at Skyline ES, for the remainder of the 2021-22 school year, as presented to the Board.

g. Approval of Sports for Learning Agreement at Martin ES 106 - 110

Staff recommends the approval of the Sports for Learning agreement to provide a social emotional learning and sports program at Martin ES, for the remainder of the 2021-22 school year, as presented to the Board.

h. Approval of Individual Service Agreements with Non-Public Schools for 2021-22 111 - 112

Staff recommends the approval of individual service agreements with two Spectrum non-public schools in order to fulfil Individualized Education Plan (IEP) agreements for the remainder of the 2021-22 school year, as presented to the Board.

i. Approval of Professional Service Agreement with Non-Public Agency for 2021-22 113 - 120

Staff recommends the approval of a professional service agreement with the Welldom non-public agency to fulfil Individualized Education Plan (IEP) agreements, for the remainder of the 2021-22 school year, as presented to the Board.

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3. HUMAN RESOURCES

- b. Approval of Juneteenth National Independence Day as a District-observed Holiday** 121 - 122

Staff recommends the approval of Juneteenth National Independence Day, which recognizes the end of slavery in the United States, as a District-observed holiday, as presented to the Board.

- c. Approval of the Minimum Wage Increase** 123

Staff recommends the approval of the SSFUSD minimum wage increase to \$15.80 per hour beginning January 1, 2022, as presented to the Board.

3. BUSINESS SERVICES

- a. Approval of First Interim Budget Report “Positive Certification”** 124 - 125

Staff recommends the approval of a “positive certification” for the First Interim budget, as presented to the Board.

- b. Approval of Ratification of Superintendent Designee’s Action to Award a Contract for Construction of the SSFHS Baseball Field Fencing Phase II Project** 126

Staff recommends the approval of the ratification of the Superintendent designee’s action to award a contract for construction for the SSFHS Fencing Phase II Project to the lowest responsive, responsible bidder, West Coast Netting, Inc. in the amount of \$313,500, as presented to the Board.

REVIEW OF FUTURE AGENDA ITEMS AND MEETINGS

December 13, 2021 – Special Meeting/Board Reorganization

- Board of Trustees reorganization
- Resolution honoring outgoing Board President
- Selection of Trustees to District sub-committees/committees (Board Policies and Bylaws, City sub-committee, and County Committee on School District Organization)

December 15, 2021 – Board study session

- Universal Transitional Kindergarten (TK)

January 5, 2022 – Board study session *(Board room)*

- Equity Network 2.0 discussion session #2

January 13, 2022

- Recognition for outgoing Student Trustee Avila Gomez
- Teaching and learning presentation - Monte Verde ES
- Presentation on Performance Management - Special Education
- Audited actuals report for the fiscal year ended June 30, 2021
- Approval of SARCS
- Update on Governor's 2022-23 budget proposal
- Resolution honoring African American History Month (February)
- Williams report for 4th quarter ending 12/31/21

February 10, 2022

- Introduction of new Student Trustee Verino
- Teaching and learning presentation - Westborough MS
- Presentation on Genentech and Science

February 24, 2022

- Teaching and learning presentation - ECHS
- Presentation on Performance Management - English Learners
- 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
- Presentation and approval of 2nd interim budget report “positive certification”
- Approval of dates for 2022-23 LCAP and Budget Hearings and Adoptions

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
- 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
- Resolutions for retirees

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)
- Resolutions for retirees

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 (California Interscholastic Federation)
- Approval of DWK contract for legal services in 2022-23
- Resolution for Fund 11 & Fund 14 account balances

SUMMARY OF BOARD DIRECTIVES

GOOD AND WELFARE

- Comments from Board Members and Superintendent

ADJOURNMENT

The agenda is available for review at the District's website: www.ssfusd.org (Click on *Board Meeting Agendas and Minutes*).

A recording is made of the Open Session of each meeting. Telephone--(650) 877-8705, Fax--(650) 588-8113 or e-mail: ncantley@ssfusd.org

***SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
RESOLUTION #21-53***

Honoring Personnel Commissioner Napoleon García

WHEREAS, The South San Francisco Unified School District wishes to take this opportunity to recognize the distinguished service of Personnel Commissioner Napoleon García; and

WHEREAS, Commissioner García has served on the South San Francisco Unified School District's Personnel Commission from August 2011 through December 2021; and

WHEREAS, During his time as Commissioner Chairperson, has conducted the meetings in a professional, productive and diplomatic manner, encouraged community participation, strived for transparency in all matters the Commission considered, and made certain that classified staff had a voice in the District; and

WHEREAS, Commissioner García has dedicated his efforts, while serving on the Personnel Commission, toward supporting the principles of the merit system; and

WHEREAS, Commissioner García has based his decisions on every issue brought before the Personnel Commission in relation to the welfare of all classified employees and the betterment of the South San Francisco community; and

WHEREAS, During his tenure on the Personnel Commission, Commissioner García respectfully represented the Personnel Commission in a distinguished manner at numerous School District functions and events;

NOW, THEREFORE, BE IT RESOLVED That the Board of Trustees extend to Commissioner García their appreciation for his years of distinguished service and dedication to the Personnel Commission, to our students, classified staff and to the entire South San Francisco Unified School District.

Regularly passed and adopted on this 9th day of December, 2021.

Ayes in favor of said Resolution:

ATTEST:

Secretary/Clerk of the Board

Superintendent of Schools

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Special Meeting of October 21, 2021

This meeting included closed captions which required the Board to provide a break, for the stenographer's benefit, after approximately every 1.5 hours.

OPEN SESSION - 6:02 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
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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
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C. PLEDGE OF ALLEGIANCE was led by Trustee Chialin Hsieh.

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.

INFORMATION/DISCUSSION

E. COMMUNITY FORUM

a. Introduction by Superintendent Shawnterra Moore

Superintendent Moore explained the format for this Community Forum. The purpose of the meeting was for the Board to hear from both staff and community members regarding two specific topics. The items discussed were Nutrition Services and the potential for a vaccination requirement in the District. Parents, students, and the community have expressed their concerns regarding Nutrition Services' long lunch lines, the lack of staffing, recruitment possibilities, and the need to discuss potential steps to reinstate breakfast and provide a more positive lunch experience for students in one of the District's high schools. The other topic was whether SSFUSD should impose a mandatory vaccination requirement for students and staff ahead of the Governor's deadline. The meeting would begin with presentations followed by clarifying questions from the Board, then the meeting was opened to the public for comments. She explained that since this is a Community Forum, it does enable the Board to have a discussion with the community on these two topics. The goal was for the public to share feedback with the Board for their consideration. While there were no action items to be formally voted upon, direction could be given to staff.

b. Nutrition Services

Former Director Fran Debost presented an overview of the Nutrition Services Department including achievements, challenges, and some recommendations to address the current challenges. Also present was Nutrition Services Supervisor Teri Inocencio who is covering the Director position and will provide follow-up on any items. Mrs. Debost will be helping the department until the new Director is hired.

Overview

In addition to a Director and Supervisor, the Nutrition Services Department also has 40 employees, and three drivers. They serve 4,000 lunches per day on an annual budget of \$3.3M.

Programs

- School Breakfast Program: 8 schools
 - Breakfast in the classroom, breakfast before the bell and 2nd chance breakfast
- National School Lunch program: 15 schools, ATP, CDS
- Child and Adult Food Program (CACFP): 7 sites
 - Breakfast, lunch and snacks
- Saturday School
- Summer Feeding (breakfast and lunch)
- 3 private schools (lunch)
- District catering

Achievements

From 2018-19 to 2021-22, there has been a 27% increase in the daily number of lunches served and the student lunch participation has increased from 35% to 47%.

Menus

The department has maintained diversity with multiple daily choices, including vegetarian options, all on a four week rotation. Mrs. Debost said SSFUSD is the only district with this rotation and this is a big achievement because of the staffing issue.

Scratch cooking remains a goal, but is challenging due to the current lack of staff. During COVID with all staff in the kitchen, the department developed a lot of in-house made items, which is still a goal but it is getting harder to achieve without enough staff.

Partnership with Adult Transition Program (ATP)

Students in this program are participating in prepping and serving meals and cleaning afterwards. As part of their curriculum they need to have a working experience. The students also help to prep the time-consuming things while they are in the classroom, such as proportioning the granola for the yogurt parfait or the salad dressings. Currently they are at SSFHS two days a week and ECHS four days a week. The program is working very well.

Funding

Higher meal reimbursement rate

- This year, the free meals are funded by the USDA, and they gave a higher reimbursement rate. This means more money for the District and more meals.
- The revenues are really going to increase.

USDA equipment grants: \$75,000

- Tilt skillets
- Ovens

Second Harvest Food Bank

- Ms. Inocencio finalized a grant with Second Harvest because meals next year will still be free and breakfast will be everywhere through California Universal Meals. The grant of more than \$100K will help the District operate with the equipment it needs.

Challenges

Staffing

- SSFUSD is 30% understaffed
 - 9 open positions (4 part-time site managers, 4 part-time assistants, and 1 full-time rover)
 - 3 on extended medical leave and 1 on light duty (Central

Kitchen)

- Director position open

The Central Kitchen need is really a very critical position. Mrs. Debost said some days when at least two employees were sick or had days off, they could not serve hot lunches which were then given out by site staff. Also, the District had to suspend the breakfast program.

- Multiple causes
 - Nationwide labor shortage - it is happening in many districts.
 - Salary
 - Part-time positions - the hardest to staff.
 - Food safety certifications required - cannot have volunteers help.
 - Merit system

Supply Chain Issues

- Food and supplies availability - this is a nationwide issue.
 - All deliveries shorted
 - Lead time increasing everyday - orders must be made far in advance. Manufacturers notify of delays for months. Vendors do not have enough drivers to deliver the food.
 - Some items are not available or are more expensive (i.e. chicken and production paper trays).
 - Food Industry does not expect real improvement before next school year.

Skyrocketing cost of goods

- Vendors invoke force majeure clause in contracts and increase prices.

Infrastructure and Equipment

- Old and outdated cafeteria areas and kitchens
 - Cannot accommodate the number of students, leading to long lines.
- Site cafeteria
 - Lack of cooking equipment - one Nutrition Services worker at an elementary school used to serve 200 meals a day and is now serving up to 320 meals daily with only one oven. Each site needs at least two ovens.
 - Lack of cold storage - this will be an issue next year with California Universal Meals.
- Central Kitchen
 - Insufficient freezer space

High School Lunch Lines

Time in line - 500 ECHS students are served within 15 minutes and 650 SSFHS students within 20 minutes. This mean 33 students per

minute are served which is more than they used to do.

Ms. Debost confirmed that more staff is not the solution. The issue is the line structure and using a speed-line compared to a food court set-up.

Food Allergies

- More students now have more food allergies.
- Some food allergies are difficult to accommodate, such as eggs.
- No Point of Sale: allergic students cannot be identified. Staff try to get to know the kids with allergies.

California Universal Meals 2022-23

Meals are still going to be free, but it is a different funding mechanism. The District will still receive a reimbursement from the USDA, depending on the eligibility of the students.

- Additional funding - the State is going to cover the difference between the reduced who normally should pay and the paying kids.
- USDA rules still apply - it will still be for the students but there are a lot of consequences for the District, and staff are still trying to understand how all this is going to work and be implemented.
- Mandatory
- Many concerns
 - Point Of Sale (POS) required to claim meals by eligibility leads to longer lines since kids scan their cards and enter a pin code. Currently, staff count the students and claim a total number.
 - Breakfast at all schools, but it needs to be after the bell. This is not too much of an issue for the elementary schools, because they have a break in the morning and the District already has some schools which have the second chance breakfast in the morning and it works well. But at the secondary schools, serious work will need to be done on the schedule so that they can have time to eat this breakfast in the morning because it cannot be the breakfast before school starts.
 - CEP/mandatory provisions and phasing are unknown at this point.

Recommendations

Staffing

- Increase salaries
- Loosen hiring rules - Mrs. Debost said they get Spanish speaking applicants who would be great employees, but they cannot pass the test.
- Combine site cafeterias/Central Kitchen positions to give employees more hours during the day. One shift is in the morning and other is in the afternoon. ATP students can help in the

afternoon shift since it is after school. This has worked well, but there is a limit to the number of people that can be in the Central Kitchen at the same time.

- Continue to develop the ATP program

High School serving lines

- Mid/Long-term: modernize/remodel kitchens into food court style. Kids can go to different stations and then use the POS check out. Mrs. Debost said this is a long term solution, but each time a secondary kitchen in any district is remodeled, this is what they do.



- Short-term: To have shorter lines, the District needs to look into having two lunch periods.

Infrastructure

- Plan and order equipment needed in 2022-23 as soon as possible. The lead time for an oven is currently six months.
- Look for grants (USDA, County, non-profit organizations, etc.)
- Stay informed about State funding for Universal Meals and \$1.5B USDA plans to give to School Food Service to offset costs and training.
- Remodel the Central Kitchen freezer
 - Short-term: rent a cold box (cargo container) for additional freezer space.

Trustee John Baker said he knows Nutrition Services strongly recruited last summer, but was disappointed the District had to stop serving breakfast at some secondary sites. He asked if food is assembled the day before by people with a food handler certificate and it is simply handed out without needing any preparation, does that person need the certification also. Mrs. Debost replied that there are a lot of food safety and health department rules that the District needs to abide by. One is that they need ServSafe certification. He questioned if this applies to pre-sealed cereal. Ms. Inocencio said it does apply since cereal is not served alone.

Trustee Baker asked about the testing process for applicants. Mrs. Debost confirmed it is a District process and every applicant needs to go through the same test and the same questions at the panel interview. He inquired whether the Board or Personnel Commission could change this. Dr. Jay Spaulding said SSFUSD is a merit district which was voted in by the Classified employees. He explained that based on the merit of hiring the best candidates, applicants go through a rigorous process with an actual performance task and an interview process, after which the person is scored and the top candidates move forward on an eligibility list. Dr. Spaulding stated that the District cannot change the testing process or anything like that unless CSEA voted to not be a merit district. There are only three merit districts in San Mateo County.

Trustee Baker noted that District students in Culinary Arts classes get food handler certificates and asked if they could be hired to work before school for either money and/or work experience credit. Dr. Spaulding replied that they are working with the ATP students so they can be paid for their work. Other students may be able to work before or after school on a substitute basis.

Trustee Baker asked if the District had any history of offering recruitment bonuses for hard to fill positions. Dr. Spaulding said bonuses have not been used. He added that two years ago, an increase was given to Nutrition Services employees on the condition it could be paid through the Cafeteria Fund. When schools closed, the department lost money and the additional funds were taken away, but it can be revisited this year due to the additional revenue the District will receive.

Student Trustee Samantha Avila Gomez asked how long it would take to fix the infrastructure in place and remodel the high schools. It took a 12-minute jog for her and some friends to get from their classroom to the cafeteria for lunch. Assistant Superintendent Ted O replied that he and the new Facilities Director spoke about the lunch lines. They are looking at architectural services to move some of the equipment around to make it more efficient. They are trying to identify an architect and contract with them to do the services. Ms. Inocencio added that an architect is coming in the next few days.

Trustee Patricia Murray asked how two lunches would work. Mrs. Debost said it would mean splitting the grades such as 6th grade and then 7th.8th grade at middle schools and 9th/10th grade and then 11th/12th grade at high schools. The high school schedules would need to be adjusted with half hour lunch periods. Several districts already have this in place. Assistant Superintendent Keith Irish said in high

schools they could not divide the students by grade level since some classes have several grade levels in one class. He added that at the District's three middle schools the classes would be divided by 6th grade and then 7th/8th grades. Trustee Murray noted it would be a short-term solution until the infrastructure was improved. Mr. Irish said one of the other things is the instructional minutes, which was part of the rationale when the additional 15 minutes were put in the ESSER III plan as a possibility. This would address the student academic social and emotional needs in addition to making sure that students can be served by putting in a brunch and a possible double lunch which was discussed last year at the high school Teaching and Learning Task Force Committee. Trustee Murray said a brunch would allow kids to get their breakfast during the school day. Mr. Irish stated that the brunch would be scheduled after the second period and there was a lot of support for that from students, parents, and staff. There are still have some things that they need to work out in terms of the instructional minutes.

Trustee Murray inquired, in regard to applicants passing the test, whether they can be coached and prepped. Mrs. Debost said it would defeat the purpose and added that some districts declare an emergency and waive the testing. They just have the interview and if it is determined that the applicant would be a good fit and can be trained, they would be hired. She stated that at this point if you interview somebody you think this is a good person, even if they do not know what they have to do, everything can be learned. There is still a six month probationary period to see if that person is a good fit in the job.

Trustee Murray thanked Mrs. Debost for her informative presentation and for her years of service in the District. She appreciated that she always looked for new and better ways to do things, and that no idea is too big to not try to implement.

Vice President Mina Richardson asked how many students are in the ATP program, how long they participate, and how they get around the testing aspect. Mrs. Debost replied that they do not go through the hiring process because they are students and in terms of food safety certification, it is waived for student helpers by the health department and the program.

Vice President Richardson asked how the large freezer purchased a year ago is working out. Mrs. Debost said getting an additional freezer at the warehouse was one of the best decisions ever, because the District was able to buy a lot of commodities. Without needing to pay a vendor for storage fees, they can purchase food at bargain prices. During COVID, there was so much food already there that the District's

food costs really decreased. Vice President Richardson asked about the need for a larger freezer in the Central Kitchen. Mrs. Debost replied that the Central Kitchen has to store the food in their freezer for the week after it is packed and put on racks and dollies, and they just sits in the freezer. Due to space limitations, they have to take all the dollies out in order to get the food needed for the production, which is not efficient.

Trustee Hsieh also thanked Mrs. Debost for her outstanding presentation which provided them with a comprehensive overview, a look behind the scenes, and an understanding of how challenging the work is with staffing shortages, infrastructure, and outside factors over which the District has no control. She said it is amazing how Nutrition Services accomplishes feeding the students. She appreciates the way Mrs. Debost is innovative with the ATP and how she thinks outside of the box and made excellent suggestions.

Vice President Richardson asked if the District is still servicing meals in the child care centers and some of the private schools in the area. Mrs. Debost confirmed they are.

Trustee Murray asked about partnering with outside organizations such as Rotary where they could bring in adult volunteers to help in the kitchen to get breakfast out. Mrs. Debost replied the issue is not having people just give out food, but rather having somebody who is certified and trained. The health department visits twice a year, and if they are not happy with what they see, they can shut them down. They use the Central Kitchen staff because they are certified, trained, and know what to do. Trustee Murray thanked her for the honest, constructive look at where the District is and where it needs to go. It was very clear on the increased demand, which is in many ways a positive, but also impacts staffing limitations, supply shortages, and the infrastructure within the current buildings. She commended Mrs. Debost and her team for their creativity with leaving no stone unturned when it comes to figuring out to get through day by day as well as planning for the future. She thanked Mrs. Debost, Ms. Inocencio, and the Nutrition Services staff for all they do in serving the District's students and staff.

c. SSFUSD Potential Vaccination Requirement

Superintendent Moore reviewed a timeline for the COVID vaccinations.

Timeline

- **Early September** - LA Unified becomes the largest school district to mandate COVID vaccine

- **September 9, 2021** - The Board wanted to discuss the potential requirement of mandating vaccinations for eligible students and staff.
- **October 1, 2021** - Governor Newsom made an announcement that he will mandate vaccines for children ages 12-17, as well as ages 5-11, once the vaccine is fully authorized by the FDA.
- **October 21, 2021** - The Board is interested in exploring whether SSFUSD should impose a similar requirement.

Background information - Governor Newsom

- All eligible California students and school staff will be required to get vaccinated against COVID-19 as soon as January 2022.
- The purpose is to try to end the pandemic, maximize health and safety, and ensure students and staff can remain in class for in-person teaching and learning and not need to quarantine.
- Mandate will apply to all students in K-12 public/private schools and all employees.
- Will go into effect either January 1 or July 1 of 2022, after the FDA fully approves the COVID vaccine for each age group.
- Currently, only Pfizer is fully approved for individuals 16 and above.
- Pfizer has emergency authorization for use in children ages 12-15, and has applied for emergency use authorization for ages 5-11.
- Other districts have established vaccine mandates - LAUSD, SDUSD, and OUSD. (SSFUSD is watching right now, because they are hearing and seeing that there are some districts embroiled in litigation as a result.)
- Districts can enact their own vaccine mandates ahead of California's timeline if they choose.
- COVID-19 will be among the roster of ten other vaccinations, like polio, mumps, and tetanus, for example.
- Families can still opt out for religious or medical reasons.
- Students who opt out of the vaccine will be unable to participate in-person and will need to join in an alternative educational program.

Vaccination Rates

United States (as of last 30 days)

- 186.1 million vaccines administered
- 65% of population has been vaccinated
- 43,773,573 total cases
- 702,360 deaths

California (as of October 5, 2021)

- 49,970,814 vaccines administered
- 78.9% of population has been vaccinated
- 4,519,467 total cases; 13.8 new cases (per 100k)
- 69,027 deaths; .2 new deaths (per 100k)

San Mateo County (as of October 19, 2021)

- 1,130,317 vaccine doses administered
- 606,272 vaccinated
- 90% of population has been vaccinated
- 51,810 total cases
- 616 deaths

SSFUSD Staff Vaccinations

As of October 18, 2021, 90.4% of staff have been vaccinated. There are 112 staff members not vaccinated or they just have not yet submitted proof to the HR Department. There is an expectation in the District, that if they have not yet shown proof, they need to submit a negative COVID test weekly to HR.

Dr. Moore introduced Ms. Lisa Cho, the District's General Counsel, who discussed and answered questions about the implications if SSFUSD decides to implement the vaccination mandate before the governor's timeline. Ms. Cho said there have been a few lawsuits filed by parents upset about the mandate. There are two main grounds, one being that the children's vaccine is currently under emergency use authorization right now and it is not fully approved yet. And the second is that the mandate, currently proposed by Governor Newsom, does contain medical and personal belief exemptions, which is going to be a tricky field to navigate. She reviewed the following information.

Legal Implications

- Currently, the CDPH's August 11, 2021 Health Order requires all teachers and school staff to either show proof of full vaccination or be tested at least once per week. This order went into effect on August 12, and school districts were required to be in full compliance by October 15, 2021.
- A vaccine mandate, on the other hand, requires vaccination as a condition of employment or enrollment. Increasingly, as access to COVID-19 vaccines has become widespread, numerous educational institutions, employers, and other entities have announced that they will require vaccines. On July 6, 2021, the U.S. Department of Justice found that such mandates did not run afoul of the Food, Drug, and Cosmetic Act.
- With respect to **employees**: the Equal Employment Opportunity Commission (EEOC) has provided guidance stating that federal anti-discrimination laws don't prohibit employers from requiring all employees who physically enter the workplace to be vaccinated for COVID-19.
- However, employers that require vaccinations must comply with the Americans with Disabilities Act (ADA), Title VII of the Civil Rights Act of 1964, and other workplace laws. The employer may also

need to bargain and reach an agreement with the union before mandating vaccines.

- An employee with a religious objection or a disability may need to be excused from the mandate, or otherwise accommodated. **Disability accommodations:** If a vaccine mandate screens out a worker with a disability, the District must consider whether a reasonable accommodation can be made, such as allowing the employee to work remotely or take a leave of absence.
- **Religious accommodations:** Title VII requires an employer to accommodate an employee's sincerely held religious belief, practice or observance, unless it would cause an undue hardship on the organization.
- The District must engage in the interactive process in responding to requests for accommodations.
- The District would need to consider what the outcome of the interactive process might be if reasonable accommodations cannot be made.
- The process of releasing a certificated, permanent teacher is lengthy and often expensive. Similarly, releasing classified staff can be procedurally complex. Both provide employees with the right to a hearing.
- If the District plans to implement a vaccine mandate, it should develop a written policy. Consistency is key in applying it District-wide.
- Back in 2015, SB277 was enacted, which took away the personal belief exemption from a roster of ten required vaccinations for students. There is no personal belief exemption for any of those vaccines for a child to be enrolled in school. There was a loophole in that bill, and it states that if the State adds any additional vaccines to that mandatory list without legislative vote, it must include a **personal belief exemption**. This would apply if there was a mandate for a COVID-19 vaccine among students.
- With respect to **students:** Currently, the Pfizer vaccine is fully authorized for individuals 16 years and older, and is available under emergency use authorization for the 12-15 year old group. Pfizer's application for emergency use authorization for 5-11 year olds is currently under review by the FDA.
- The Governor's vaccine mandate for students will go into effect for grades 7-12 and grades K-6 at the start of the term following full FDA approval of that grade span: January 1st or July 1st, whichever comes first. Currently, the requirement is expected to apply to grades 7-12 starting on July 1, 2022.
- The Governor's Office has encouraged local health jurisdictions and local education agencies to implement vaccine requirements

ahead of the State's requirement, based on their local circumstances.

- **Can a vaccine be mandated when it is approved only for emergency use?** This issue is currently being litigated; at least one federal judge has rejected the argument that the vaccine must be fully approved, although the issue is on appeal.
- According to the FDA, the authorized vaccines have met its "rigorous, scientific standards for safety, effectiveness, and manufacturing quality". However, until the vaccines obtained full FDA approval for 16+, there was significant pushback to vaccine mandates due to EUA status.
- As with staff, the District would need to respond to student requests for medical exemptions or personal belief exemptions. The District may require documentation for such requests.
- For those students excluded from attending in-person due to their unvaccinated status, the District would need to provide an alternative educational program, such as independent study.
- Of particular concern would be providing a free and appropriate public education to students receiving Special Education services, as guaranteed by the Individuals with Disabilities Education Act ("IDEA").

Trustee Murray asked about any lawsuits at this point in time. Ms. Cho said there is a new lawsuit if LA filed by a group of parents who are arguing that the personal belief exemption needs to apply. LA UnifiedSD implemented a vaccine mandate and then said they were not going to honor any personal belief exemptions, so that is the challenge being brought in court there.

Trustee Baker questioned if the District were to have a mandate for 16+ students with FDA approval, how much lead time would be needed to set it up. Ms. Cho replied that with the governor's mandates, he sets a date with a reasonable amount of time afterwards for students to comply, so in order to become fully vaccinated, it usually requires the two-shot regimen unless they go for the Johnson & Johnson vaccination. She said the minimum recommendation of time would be at least a lead time of a month after the District gives notice. She added that the vaccines are more plentiful and local pharmacies should have a supply.

Trustee Baker asked if the Board approved the mandate at the beginning of the spring semester would that be a reasonable lead time. Ms. Cho said that would be in line with the governor's time frame for either January 1 or July 1 of 2022, when the State mandate kicks in.

Trustee Baker asked staff if the District had a mechanism for enforcement and/or checking students or would one need to be created. Dr. Spaulding replied that it would take at least a month for staff to set up. Trustee Baker asked about a system to differentiate between students hitting their 16th birthday as opposed to doing it by grade level. Dr. Spaulding said the data can be pulled and sorted, but it would take time and staff.

Trustee Baker noted that the July 1 deadline is in the middle of summer school. He asked if those students would need to be pulled out of the semester. Ms. Cho replied that when the mandate from the State goes into effect on July 1, they would have a reasonable amount of time to get vaccinated and those students would not be removed from classes immediately. They would have a window of time to go and get their vaccine as soon as that mandate kicks in. Ms. Cho confirmed it would be the semester starting after that date.

Vice President Richardson asked for clarification on the governor's January and July mandate dates. Ms. Cho said the governor's mandate is going to take effect either January 1 or July 1, 2022, immediately following full approval for a certain age group for the vaccine. Currently, there is full FDA approval for the Pfizer vaccine for 16+. So, for those folks, January 1 would be the date that the mandate would kick in for them. For the younger age group of 12 to 15 years, there is currently an emergency use authorization, but the FDA has not fully approved the Pfizer vaccine. As soon as that full approval is granted, then whether it is the January or the July date, the first date that comes after that full approval is when the mandate would kick in for that age group. Right now, there is no emergency use authorization for children ages 5 to 11. They will be under emergency use authorization for the time being. After the FDA does further testing and gains more data, they will have a full approval probably sometime in spring to summer of next year, and then the following either July 1 or January 1, whichever comes first, would be the day that the mandate kicks in for the 5 to 11 age group. She confirmed that the mandate would not be implemented until that age group has the full approval from the FDA. Many people have concerns about the vaccine if it does not have that full FDA approval, which is why the State is being cautious. Vice President Richardson said it is confusing and January is only two months away. There may need to be concessions made with the District's labor unions about this. And since this is a litigious society, they may have to consider asking parents to have a little faith in the testing and the Four Pillars and that the community understands the unusual measures the District has taken. Ms. Cho said some school districts started considering a vaccine mandate before the

State's October 1 announcement that mandates were coming anyway, so it is a question of whether SSFUSD wants to have a mandate in place a few months before the State's one is in place. She noted that the Bay Area is the most highly vaccinated area in the country, but there are some people who have concerns and the issue may become a hot bed of discussion. A concern is who will take issue with the fact that is not yet fully approved for the children's vaccines.

President Daina Lujan thanked Ms. Cho for her insights and spending time to research and help the Board to develop a deeper understanding of just what comes with the changing landscape.

Trustee Hsieh said she appreciated the presentation which was helpful in understanding the intricacies on the law, the requirements, and the legal implications. It is wonderful to have 90% of the District employees vaccinated. If the Board mandates the vaccination before the governor's deadline, it is just that they want to continue to provide a safe environment for students, especially the youngsters who cannot yet get vaccinated. She said when the mandate comes, the Board is ready to work and support making sure to have a safe school environment for everyone. Ms. Cho said her office is happy to assist in specific instances where students are claiming either the medical or the religious belief exemptions and offer support for children with a disability or other extenuating circumstances. She complimented the District's leadership for their wisdom and the thoughtful way they approach these issues and said it has been a pleasure working with them. She believes most Bay Area parents do want to have their children vaccinated.

The Board recessed at 7:28 p.m. for a break and reconvened at 7:38 p.m.

F. COMMUNICATIONS

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 made in-person or through Zoom:

Cynthia Valez spoke about the vaccine. She said Title 7 of the Civil Rights Act says it is illegal to discriminate against a person based on...sincerely held religious belief conflicts with a work requirement unless providing the accommodation would create an undue hardship. The Equal Employment Opportunities Commission (EEOC) enforces Title 7. "Being informed, knowing the laws and our rights is a crucial first step to making wise decisions when making policy that is a win-win for everybody. Many employers are making uninformed and unlawful decisions requiring employees to choose between the vaccine or their job by refusing to

make accommodations for a person's sincerely held religious beliefs, putting them on unpaid leave and violates Title 7. The law is on the side of the employee.” She further said, “It’s about us and how we serve our students.” “...I believe all of us here want to be on the right side of the law and the right side of history and I see this as a unique opportunity for us to rise up and lead the way for others to follow. We could be a shining example of truth and upholding the law...we could attract so many people and leave a legacy of equity and justice and uphold the law and find people with conviction and integrity.”

Phill Naranjo, a Spruce ES teacher, said feeding children well plays a role in their development. A highly qualified teacher is also important and hiring these educators is not as easy as it used to be. “Highly qualified teachers don’t necessarily want to work in a district that is known for dragging their heels when it comes to negotiating. I don’t deserve a raise I earned a raise and teachers earn a cost of living pay increase.” He noted that prices of items including gas and food have gone up significantly and he urged the Board to do what is right.

Danny Yanow commented on the teacher shortage and the “...discontent and unhappiness due to the added stress of the pandemic on our teachers and their students and their families. This is the time when you must open your hand and offer your teachers more money.” While Mr. O is saying there is no money, his figures show millions in unspent funds that needs to be used for teacher and other employee raises. He said this is “...a time when the rents and prices are increasing almost daily, when social security for the first time in many, many years is giving retirees a cost of living increase of more than 5%, and teachers are struggling paying their bills and choosing between the love for their own City and their own children's future.” The time has come to invest in employees.

Elaine Yee, a District teacher, spoke about many fellow educators are leaving SSFUSD for jobs with higher paying positions down the peninsula. She said, with her master’s degree, she is at the maximum on the pay scale but cannot afford to rent a home in the area. The City of SSF’s low income affordable housing rental is \$3,290 for a one bedroom apartment. This would be 60% of her take home pay. She urged the Board to continue bargaining and “...find a way to keep teachers in our District by way of a decent living wage.”

Amanda Sterner, a Los Cerritos ES teacher, said she was proud of her students and colleagues for what they accomplished in the last two years. She spoke about the pandemic beginning in March 2020 saying, “We had two weeks to change fundamentally everything about what we do. We had two weeks to set (up) virtual offices, set up new technologies, new curriculum and meet the needs of our students especially in a low energy title 1 school like ours.” Last year, she raised her student’s average from 10% to 72%. She provided materials, including curriculum, to her students every two weeks and taught them to be tech-savvy. Cabinet failed them and yet, their own salaries increased. Dr. Moore’s salary has

increased 105% in the last eight years. Last year was hard and teachers were not valued. She is worn out and may not make it to next year.

Audrie Adams, a Martin ES teacher, spoke about establishing class size caps. She has 30 students in her 5th grade class who range in abilities from kindergarten to 6th grade and include 20 English Language Learners. She has spent several unpaid hours outside her contract time just to have more time with her students and raise their test scores. 4th and 5th grades do not have a class size cap. She asked the District to consider establishing this cap for all grades and giving teachers a raise which they greatly deserve.

Julianne Franceschi, a District teacher, said her child was ill and she had little rest, but did not call in sick because 14 teachers at her site were out that day. Teachers are not super heroes. This year has been more exhausting than last year and teachers need a rest, but most of all, a contract.

Thomas Blochberger, a SSFHS teacher, said one of the most important factors in a child's education is having high quality teachers in the classrooms. He asked the Board to re-prioritize and place teachers first. He stated that the District's CFO, Mr. O, is not providing an unbiased view of the budget and his goal is to build up reserves even further. The Board has the responsibility of crafting the fiscal policy and they need to direct Mr. O to give teachers raises. There are labor problems on the horizon and he does not want teachers to have to strike.

Alanna Wong, a Westborough MS teacher, asked the Board "What are you thinking? Where are our contracts? Why do we have to come here to beg for to you do your work?" She said she was exhausted and tired of having a dozen absences a day from COVID and of reminding students to put their masks on their noses. She added "I am not a hero. I'm a contracted government employee in a job which requires a postbaccalaureate certificate. Do your job. Let me do mine!"

Aaron Haffner, an ECHS teacher, quoted Cabinet salaries of \$308K for Dr. Moore, \$263K for Mr. Irish, \$246K for Dr. Spaulding, and \$235K for Mr. O. He said it costs \$121K to live in this area and he earns \$66K. "That's how much you value me." "I have no contract. Would you do your job for my pay? Would you do your job without a contract? I love it here. But I won't be able to stay."

Catrina Ellis, a teacher, noted that teachers in San Mateo-Foster City SD and Sequoia Union SD received contract raises. SSFUSD teachers got a key chain. "That's how much we are valued that we get a little trinket to thank us for nothing." She referenced the input-output function box where input/money makes the function happen and the output is good grades. More income means more output and the desired outcomes happen. She told the Board to share their input and income with the teachers.

Heather Burns, a SSFCTA Vice President and bargaining team member, said unlike the Board, she responds directly to each teacher's comments or questions

in person or through email. It is unacceptable to give generic responses to staff and families. She said housing, gas, and grocery prices continue to increase and SSFUSD teachers can move to other districts and earn \$10-\$20K more.

Cody Jang, a Los Cerritos ES parent, spoke in support of teachers. She said they should not have to ask for a livable wage, which should be given to them. "So whatever needs to be done to make sure that they have that wage needs to be done. So please Board...make sure that you take care of the teachers because they do the work of the District."

Brenda Gonzalez, a SSFHS student, spoke in support of teachers. "...they need a raise and they deserve to be paid in a way that shows that the Board respects their hard work and that can allow them to make a living here. You can't keep saying that your teachers are superheroes...when you aren't even willing to bargain with them." "There are good teachers that can stay and build relationships with our students and they make an impact on our students."

Estella Red spoke in support of teachers. "While the State and districts are the ones to implement mandates and protocols, teachers are actually the ones carrying it out while you board members sit behind your desks." "They are responding from e-mails within 24 hours when I can't even get a response from some of the board members in a week." "Give them more than they deserve. They have earned it..."

Melinda Tang, a Los Cerritos ES parent, spoke in support of teachers. "...even when teachers have to take some time off right now, there are no substitute teachers. This is unheard of." With prices on everything rising, teacher's pay is not increasing as well. She asked what the justification is for not paying them what they deserve and urged the Board to reconsider the budget and give them raises.

Sonya Fabiola Brione Bianco spoke in support of teachers. "...it's heartbreaking to see our teachers having to come to the Board and to beg." "I would like to ask the Board to please listen to them. They were tremendous during pandemic." "Give them not what they are asking but what they very well deserve."

Javi E. spoke in support of teachers. "I work for (the) postal service(s) and the working conditions that these teachers are describing sound very familiar to me. Short staffing, placing these impossible burdens on public servants, people quitting for better jobs. This District should be better than that." "...I'd like to remind the Board and the Cabinet that every day that teachers go without a contract is a day closer to a strike and/or your election day Dr. Hsieh, also (Mrs.) Richardson, and (Mr.) Baker. I personally will be coming for you and I'm going to make it my mission if you don't approve this contract to get Mr. O and anyone else in the administration who is pushing this false narrative of austerity... to get you fired and out of office. You are on notice."

ADJOURNMENT - 8:30 p.m.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Special Meeting of November 10, 2021

OPEN SESSION

A. CALL TO ORDER – 6:03 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 - Excused
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Cabinet Members:	Dr. Shawnterra Moore, Superintendent - Present Mr. Keith Irish, Assistant Superintendent, Educational Services and Categorical Programs - Excused Mr. Ted O, Assistant Superintendent, Business Services - Excused Dr. Jay Spaulding, Assistant Superintendent, Human Resources and Student Services - Excused
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Trustee John Baker arrived at 6:15 p.m.

C. PLEDGE OF ALLEGIANCE was led by Vice President Mina Richardson.

D. COMMUNICATIONS - None

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.

There were no live comments during the meeting.

INFORMATION/DISCUSSION

1. ADMINISTRATION

a. 2021-22 Equity Network 2.0 Session #1

The Board of Trustees and Superintendent are participating in quarterly meetings this year with a focus on leading through the lens of educational equity in SSFUSD. At this meeting, the Board discussed Effective Governance, the Curb-Cut Effect, Board Governance with Equity Lens Self-Assessment, and Board Policy 415:Equity.

ADJOURNMENT – 8:06 p.m.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Meeting of November 18, 2021

This meeting included closed captions which required the Board to provide a break, for the stenographer's benefit, after approximately every 1.5 hours.

OPEN SESSION - 6:30 p.m.

A. CALL TO ORDER

CLOSED SESSION - 6:30 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 evaluation of performance and discipline/dismissal/release/reassignment of Classified personnel in accordance with Government Code Section 54957 (one case).

RECONVENE INTO OPEN SESSION - 7:06 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
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Cabinet Members:	Dr. Shawnterra Moore, Superintendent - Present Mr. Keith Irish, Assistant Superintendent, Educational Services and Categorical Programs - Present Mr. Ted O, Assistant Superintendent,
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Business Services - Present
Dr. Jay Spaulding, Assistant Superintendent,
Human Resources and Student
Services - Present

- C. PLEDGE OF ALLEGIANCE** was led by Los Cerritos ES student Ja'Laya Sims. Principal Marybeth McLaughlin said she is a dancer and an amazing young woman.

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** - Nothing to report.

F. REVIEW OF AGENDA

Vice President Mina Richardson asked that Action Item 1b, a resolution from the City proposing to rename the Community Learning Center be moved to January. President Daina Lujan noted that there were attendees present who wanted to speak about the item and asked what the reason was for moving it. Vice President Richardson said it was because the agenda was packed and the item could be better served at a later meeting.

MOTION #68 (Richardson) to move Resolution #21-55 to the January Board meeting. The motion died for lack of a second.

- G. RECOGNITION AWARDS** – Principal McLaughlin acknowledged recognized her Los Cerritos ES volunteers Gabriela Diaz-Santos, Amanda Fehoko, Cody Jang, Julie Martinez, and Elizabeth Weatherly. They will receive certificates of appreciation from the Board.

- H. PTA COUNCIL REMARKS** - President John Sanna thanked Trustee John Baker and Assistant Superintendent Jay Spaulding for reporting out at the rescheduled November 2 PTA Council meeting held last Tuesday. He also thanked Trustee Chialin Hsieh for her PTA Council donation. He said the Council has noticed strong growth and new leadership in some PTA units, such as at Los Cerritos ES, whose membership is basically all new and includes teachers who are heavily involved.

I. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

South San Francisco Federation of Adult Educators - Newly elected President Elizabeth Bales introduced herself to the Board.

South San Francisco Classroom Teachers Association - President Danny Yanow said yesterday was Ruby Bridges Day and he thanked her and congratulated her for all the work that she does every year. One of the union representatives could not participate in the teacher's rally tonight since she works three nights a week in addition to being a teacher. He noted that many SSFUSD teachers have second and third jobs such as babysitting, delivering meals for Grub Hub, working at Target, etc. If the prep period is taken away, she will need to spend that 30 minutes outside of her working hours. He asked "Do you think you can keep tightening the screws, making this job more and more difficult to do, not compensate teachers for their time, and attract new teachers to this District? Administration, what are you thinking?" Since some Trustees have not worked in education, teachers sent hundreds of emails to the Board so they would understand how important the prep period is for them. Mr. Yanow said that when the administration tries to impose on the prep time, teachers feel disrespected and undervalued and that they are not spending the time wisely. District teacher spend many hours outside of the school day preparing lessons, correcting papers, calling parents, and doing what they must do to be the best teachers and do the best for their students. He asked the Board to instruct the bargaining team to take the issue of prep time off the table. He said "... it is insulting to our middle school teachers that administration chose to hire a consultant to work on changes to the middle school schedule. Who knows our schedule better than the teachers who have been working that schedule for many years? You did not hire a consultant to develop the high school schedule. You are paying a consultant but not the teachers for their time that you are asking to be on the committee to work on the middle school schedule. High school teachers were paid for their time when they worked on the middle school schedule change. Again, administration, what are you thinking?" He thanked the Board and Superintendent for their responses to teachers emails and the kind words warmed their hearts, but those words do not pay the rent, buy clothes for their kids, etc. They need a raise and their prep period untouched. He said they are all hoping for a successful negotiation tomorrow.

California School Employees Association Chapter 197 - Senior Executive Assistant Nalani Allen-Cantley said President Jolene Malfatti could not make the meeting, but she wished everyone a Happy and Healthy Thanksgiving.

- J. PERSONNEL COMMISSION** - Assistant Superintendent Spaulding reported that during the meeting held on October 18, twelve position announcements and one eligibility list were ratified. At the last meeting on November 15, they ratified five position announcements and two eligibility list. The next Personnel Commission meeting will take place on January 24, 2022.

K. ITEMS FROM BOARD - None

L. SUPERINTENDENT'S REPORT

- a. Vaccinations Update** - Superintendent Shawnterra Moore reported that approximately 95% of District staff have submitted proof of vaccination.
- b. Gratitude and Relationships** - Dr. Moore reported that as everyone prepares for the Thanksgiving holiday, she wanted to take the time to acknowledge and express her gratitude to the community. "The community has not only come together and been working exceptionally hard to learn new expectations, new protocols, new ways to lead, provide support, communicate, cover classes without substitutes, implement health and safety measures, and also manage a myriad of things all the while maintaining a can-do attitude." She acknowledged that in emails where teachers were advocating for their needs, sharing their stories, and communicating their struggles and successes, the tone and level of respect and professionalism stood out. She asked the speakers to be kind with their words and refrain from personal attacks. The Superintendent said in the last eleven years, she has learned that "...when we disagree or we're frustrated with one another, we still strive to operate in ways that are respectful and not hurtful. I also recognize that we have students that are watching us, and it's important for us to always model. At the end of the day, we all want what's best for our students, we want what's best for one another, and we have to live with each other when this is over. And I want us to always remember that we are people first and relationships really do matter."
- c. Daybreak Health Parent Education presentation** - the Superintendent shared that the District has established a partnership with Daybreak Health and on December 6, from 7:00 to 8:00 p.m., staff will be hosting a parent and youth mental health webinar on youth anxiety.
- d. Universal Transitional Kindergarten** - Dr. Moore this has been championed by Governor Newsom and lawmakers and is now a mandated program which will be phased in over the next five years and include all 4-year old by the 2025-26 school year. Administrators are collecting information on this as there will be an impact to the District. This will be shared with the Board to determine next steps.
- e. Ruby Bridges Walk to School Day** – the Superintendent said she, along with three Board members and other dignitaries joined staff and students to walk to school yesterday in honor of Ruby Bridges. This is now a Statewide day for all children to walk in honor of Ms. Bridges. The community came together to show support for District students who led the effort several years ago and continue to push for a nationwide event. Police ensured the safety of the large turnout. She acknowledged Mrs. Deborah Carlino for her ability to

inspire students to learn deeply, ask questions, and push for change to make the world a better place. Martin ES received a resolution from Senator Josh Becker. When students returned to class, they had a surprise Zoom visit from Ms. Bridges.

- ASB Reports

Samantha Avila Gomez, Fall Student Trustee and ASB President, South San Francisco High School, wished ECHS ASB President Abby Verino a happy birthday and thanked her for the work she does for the community. She recognized American Indian Heritage Month and said the District was "...on land that was stolen by violent white colonizers and led to the death of thousands of indigenous peoples, but this violence continues today, and (is) a reminder that acknowledging these peoples and their lands but not doing anything to actively support the community is violence in itself." "...figure out how you can do a form of reparation, whether that's getting involved in environmentalism and pushing for voices of native peoples to be heard, or donating money to organizations that help native peoples or simply just researching about murdered and missing indigenous women and children. We can do our part not just this month but always." She then shared the following news from her school: on October 23, the Key Club went to Six Flags; on October 29, they had their annual Haunted House and Pumpkin Fest, which were both successful; also on October 29, there was a performance for Hispanic Heritage Month; for Breast Cancer Awareness Month, a Pink Out Day football game was held and donations were raised for research; the AVID program held their annual taco feed on November 5; on November 12, movie night featured "Book of Life"; next week, before the Thanksgiving break, Students for Change and the School Culture Commission plan on having students dress in red on Monday to stand in solidarity with missing and murdered indigenous women, and Tuesday they will wear orange for remembrance of all children who were tortured and died in residential schools; the Earth Club is still working on their outdoor learning space to provide food in SSF and is a reminder that climate change harms poor communities of color the most; the Animal Rescue Club has been going on many field trips to shelters to help the animals; Lady Warriors are holding a drive to collect hygiene products for the SSF Safe Harbor shelter; winter sports are gearing up; students participated in the Ruby Bridges Day Walk and the student who helped organize this annual event is now a freshman Warrior; starting November 29, a fall sports lunch rally will take place the whole week; and the Ballet Folklórico winter concert is coming up.

Ms. Avila Gomez asked for a moment of solidarity with SSFUSD teachers and said it is ridiculous to take away their prep period and

they deserve a raise. She said students are hungry and breakfast and lunch need to be brought back. Also, the Athletics Department is waiting for a deposit to maintain programs. Further, she implored the Board to resume remote public comments since without this, they are blocking student voices and community input, and it is also ableist.

- Malea Tuimavave, ASB Secretary, El Camino High School, and speaking on behalf of ASB President Abigail Verino, highlighted the following recent and upcoming events at her site: she acknowledged the performing arts teachers and students for the fall musical “The Little Shop of Horrors” which runs through November 21; fall sports have officially concluded and with a special senior night for athletes; winter sports season has commenced; Homecoming was a huge success with the senior class winning; on October 29, the Outreach Team held a staff and student Halloween Costume Contest; also on that day, the football game was decorated for a Pink Out Night in honor of Breast Cancer Awareness Month; on November 12, a Spam Musubi fundraiser was held with profits being donated to a Native American organization; for Thanksgiving, student leaders are spreading messages of gratitude with a table to write affirmations to teachers and staff on November 22 and 23; and the STOP (Student Trauma Open Platform) program has begun its second year with rape trauma services and educating students on sexual violence prevention.

Ms. Tuimavave said ECHS students stand in solidarity with SSFUSD teachers and staff and begged the Board to listen to them and use their power to take action. They love, respect, and appreciate all their teachers.

M. COMMUNICATIONS

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 comments were made in-person:

Alexandria Jose, an ECHS student, spoke in support of the teachers and said they survived working on insufficient wages. When he was injured or sick, his teachers were always supportive and helped him catch up on his missed classes. He said District teachers are going above and beyond to support students and “...it’s incredibly disheartening to hear they aren’t even being compensated at the bare minimum.” “...it’s disrespectful and hyper critical to force educators to molding their lives in a system that isn’t practicing its own preaching of equity and fairness.” The recurring trend of teachers leaving because they could not support themselves on their salary should have stopped long ago. The Board need to recognize how a teacher’s efforts matter towards student achievement.

Catrina Ellis said the one thing that would unify all teachers would be to take away their prep time. And speaking to them like misbehaving students is not the way to cultivate a positive relationship based on respect. "...we are taking back your power to exploit our passion and to abuse and disrespect our expertise." She said administration is lowering prep time for middle and high schools to 30 minutes. "The rest of which would be other duties. As assigned. Whatever that means." "...by allowing meetings that are...student-centered, to encroach upon our protected time, could essentially lead to us never having paid and protected time to prep, to grade, to do all the things that we do in that time." "...the District has said that it is too much time to give high school and middle school teachers 82 minutes." "...I believe I demonstrated very clearly that it is not even close to enough time..."

Paola Mota, the Senior President at SSFHS said she has seen the impact the lack of funds has had on schools. Her "main concern is the lack of funding has led many schools within this District not being able to serve food to their students because of outdated infrastructure." "While students have sent you emails, you have responded with a solution that is still in process. The need for food still continues to exist while your solution is taking time to execute. We must find temporary solutions..." "...like having Culinary Arts students who have received food handlers' permits to serve food." Also, use the cart, run by Culinary Arts students, during the passing period and flex a.m. period. "...this cart can be used to shorten the long lunch lines and serve people breakfast. Please take these suggestions. Some students do not have food at home and rely on food that is provided by the school." She also wants to have remote public comments back.

Andrew Ta, a SSFHS student, thanked the teachers for all their work. He said they taught him so much and supported him through his personal and academic struggles. "...I think that this Board needs to respect these...teachers...and their right to live, to eat, and to support themselves and their families." He said many teachers leave based on their salaries and wants the Board to respect the teachers and pay them fairly. With the lack of breakfast and long lunch lines, he struggles to stay focused in class. All students should be able to eat and get the good education they deserve.

Phill Naranjo, a Spruce ES teacher, spoke about the high cost of living in the Bay Area, which is getting worse. He said eight of his 21 students were dropped from the Title 1 reading program. They need extra support, which he alone cannot provide. His site has the hardest working staff with the least amount of resources. He stated that "...because a paraeducator resigned, 36 students who qualified for reading support are now left on their own." Instead of the approved Assistant Principal position, he proposed using those funds to hire a full time reading specialist for 1st and 2nd grade. He asked the Board for a resolution, at this meeting, to give both teachers and students the entire week of Thanksgiving off since many travel and there is a sub shortage.

Allison Light commented on teachers working beyond their contracted hours as they enjoy helping their students. District representatives say respect, appreciate, and value, but their actions show teachers are not trusted to use their prep time effectively, which is disheartening. “To maintain the great programs and excellent education that our students benefit from, we must prioritize teachers. We need to retain our experienced teachers...” The teacher shortage will not improve anytime soon. “And if this District cannot manage to show respect by supporting our educators with a raise, with maintaining our prep time, I'm not optimistic about the future here. The District can well afford to pay our educators what we are worth. Priorities are shown by where you budget your money, but they're also shown by how you support your educators in all areas. Please, direct your bargaining team tomorrow to have a positive effect for your teachers and for our prep time.”

Tim Hockenos spoke “...in response to the proposal that teachers prep time will be subject to assignments from the administration”. This would be detrimental to students. “My responsibilities outside of instruction time are lesson planning, setting and taking down labs, grading, communicating with parents, students and paraprofessionals, collaborating with colleagues, and writing letters of recommendation. Grading is incredibly time-consuming. This is three times what my prep period allows.” He urged the Board to reject the change with prep time.

Thomas Blochberger spoke about teacher salaries. “High inflation rates mean much higher prices for consumers, which means that teachers will need to receive substantially higher salary increases for years to come. The current budget which the District operates on cannot support the type of raises teachers need to survive in this area.” He asked the Board to direct Mr. O to design a new budget for the 21st century and increase salaries and benefits from 80% to 90%. He said this could be accomplished by slashing programs which are not essential for a student’s education.

Luisa Devera, a Skyline ES teacher, said she was grateful for the decision last year which allowed teachers to prepare projects in their classrooms. This helped them to connect with their students. She used her personal time to create mystery bags which kids enjoyed over Zoom classes. She is also grateful for her 30th year in education. She listed weekly lesson plans, report cards, reviews of foundational skills, writing assessments, math tests, reading test assessments, special projects, etc. and asked when they will have time to address these items.

Aaron Hafner, an ECHS teacher, commented on the District’s budget and salaries. He said the unassigned budget went up 17% in 2018-19. Dr. Moore’s salary went up 8% and Mr. O’s salary increased by 12.6% that year. The unspent money just sits there and everyone would like their share. He also asked that his prep time is not taken away since he uses it to plan lessons and write projects.

N. PRESENTATIONS

1. EDUCATIONAL SERVICES

a. Teaching and learning presentation: Los Cerritos Elementary School

Principal Beth McLaughlin shared educational priorities and programs at Los Cerritos ES.

District LCAP and School Site Goals

Los Cerritos ES is working on all three LCAP goals and is focusing this year on goal number 1, which is Academic Achievement.

Academic Achievement

- Through regular use of data to drive discussion
- Walkthroughs to observe engagement and learning
- Professional discussions to facilitate 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 McLaughlin is focused on the wheels which set the pace and the gas tank that checks student progress toward goals. Los Cerritos ES is continually assessing its students to determine next steps towards their goals. This year, they set up a system of intervention classes for students, which is a school-wide intervention system. They are working on mitigating the loss of instruction from last year's distance learning.

2021-22 Theme

This year's theme at Los Cerritos ES is cubs. On Tuesdays and Thursdays, the entire school meets for flag salute. Afterwards, Principal McLaughlin discusses a cub characteristic, such as respect, family, or responsibility.

Building Relationships

One of the school's partners, Menlo Church, donated several backpacks filled with school supplies the past two years. They have been an amazing partner and have donated new basketball hoops, provided a Thanksgiving dinner, Christmas gifts for 50 families, and helped with a Welcome Back to School Day, which included lunch, music, and fixing up the school. Another partner is the Good News Chapel which provided donations that enabled any teacher to have a new carpet. They also opened their building for the PTA to hold its book fair. That way, parents and students were able to pick out the books together, because if it was on campus, it would have just been with the students.

PTA Partnership

They hold monthly events at the school. These have included Color Day, where each grade level got Mardi Gras beads of that color and Aloha Day where students donned island wear and received leis. The most recent event was a costume show before Halloween and Dia de Los Muertos. PTA Council meetings are online.

Principal McLaughlin thanked the Board and Cabinet for the school's wonderful refurbished blacktop. This has made a big difference and students can safely run, jump, and play on the field.

Demographics

The student population is predominantly Latinx. 45% of students are English Learners. Over 20% of their students have disabilities and are served in three special day classes plus an RSV teacher supports the learning disability of students in the general education classes. 52% of Los Cerritos ES families have economic challenges.

Attendance (one month snapshot 10/4 to 11/5/21)

Principal McLaughlin said the numbers look good this month, but are sometimes lower. She still calls parents and send letters when their children have excessive tardies or absences. Parents are being overly cautious, at the school's request, to avoid spreading any kind of sickness. Because of the possibility of COVID, a sore throat might be a two-day absence or a runny nose could mean one day of absence.

Data Fall 2021

- Last spring 3rd through 5th graders took the SBAC test.
 - Language Arts - only 23% of the students were at meets or exceeds standards.
 - Math - was only 16%.
- The Literably test for 1st graders did not work and provided inconsistent data. They are returning to Fountas and Pinnell (F&P) where the average is Level C on a goal of Level F.
- Literably scores are at 45%, which is almost half of the students.

Goals for 2021-22

English Language Arts

Goal is for 30% of students, 3rd through 5th graders, to meet or exceed on SBAC.

- 2nd - 5th grade students increase Literably scores from 45% to 55%
- 1st grade students increase F&P scores from C to H
- Work with teachers - good First Teaching where Principal McLaughlin observes classes and looks at how she can support them and accelerate the whole class.
- K-2 students have an intervention class with phonemic awareness,

phonics and reading groups, 4x/wk. Many of their students have very good or average reading comprehension, but their decoding skills are just not there.

- PE/Socio-emotional classes 4x/wk. teachers prep/plan

Math

Goal is for 21% of students, 3rd through 5th graders, to meet or exceed in SBAC.

IxL, it is a skill-based individual program that's constantly re-assessing students so that those who do not need the intervention classes are given time to extend their progress with individually designed computer classes just for them.

- IxL scores - 3rd grade increase from 245 to 345
- IxL scores - 4th grade increase from 288 to 388
- IxL scores - 5th grade increase from 346 to 400
- Work with teachers - good First Teaching used again
- 3rd - 5th grade students have math intervention classes 4x/wk.
- PE/Socio-emotional classes 4x/wk. teachers prep/plan

The Los Cerritos ES master schedule has blocked out time for Intervention classes. Every four to six weeks, they will re-assess and reconfigure groups, as needed.

Sports for Learning - with the ESSER III grant and Title 1 site money, Principal McLaughlin will be submitting a proposal for this additional socioemotional support. In addition to 30 minutes of PE, this company provides teachers for intervention classes.

Principal McLaughlin said, "The reason that we are in education, (is) because we love those little kids, and they are worth this effort."

The Board recessed at 8:31 p.m. for a break and reconvened at 8:41 p.m.

Trustee Patricia Murray thanked Principal McLaughlin for the presentation and said the blacktop looks great. She said their community is wonderful and she enjoys visiting the school.

Vice President Richardson also thanked Principal McLaughlin for her presentation and shared that since Los Cerritos ES is in her neighborhood, she has seen its image lifted, especially with the electronic marquee. She is happy to see the 90% attendance, as that speaks volumes and is glad to see the interventions in place to help students who are struggling. She told Principal McLaughlin she appreciates all her efforts.

Trustee Baker said he likes the new blacktop, which the Board was happy to provide. He asked for an explanation of the difference

between decoding and comprehension. Principal McLaughlin said "...all words eventually get to being words you just know. For example, if I show you the word sugar, you know that word forever. You're never going to go su-gar. The first part of having that word stabilized and known into our brains is we have to play with words. And so, we start with words that are totally decodable, such as can and cat." But sit, was, kit, etc. are not decodable words. They have to teach the students how to decode those words and learn the rules and the exceptions to the rules and how they have to memorize certain words over and over. Students will use their knowledge of words to get into decodable patterns so they can decode longer words later.

Trustee Baker thanked Principal McLaughlin for the work being done in the socioemotional classes. The Board, especially he and former Trustee Eddie Flores, tried to bring attention to students' mental health over the years. He asked if there anything the Board could do to help in terms of Math. Principal McLaughlin said IXL is helping and the nice part about that program is that they can target where the students are and know what help they need.

Trustee Hsieh said she appreciated the presentation and seeing how students and staff support each other. She reiterated that if there is anything that the District and Board can provide, they definitely want to support Los Cerritos ES students, especially the population that it serves. And with the demographics, it is telling that they need more support. She asked Principal McLaughlin if she observed the English and Math classes and if there is any specific demographic of students that need more help overall. Principal McLaughlin said the Latinx, English Learners, and students with disabilities are the groups trailing the furthest behind. So, they need to focus on those students right now. They also have the support of a great EL TOSA.

Trustee Hsieh asked how many classrooms Los Cerritos ES has. Principal McLaughlin replied there are 281 students in two 1st grade, two kinder, one TK, two 2nd grade, two 3rd grade, 1^{1/2} 4th grade and 1^{1/2} 5th grade classrooms.

Student Trustee Avila Gomez praised the Los Cerritos ES teachers, especially with all the effort they are putting into these students. She asked if the PE and socioemotional classes would have teachers coming in or if is a program that is being implemented. Principal McLaughlin explained that the site would be having three outside teachers come in for about 3^{1/2} hours each day, except Wednesday since that is an early release day.

President Lujan also thanked Principal McLaughlin for her focus on students, supporting the development of the whole child, taking an honest look at where students are at and making strategic plans with her teams on where they want them to be, and plans on how to get them there, which are goals that are evident throughout the presentation. She asked to extend the Board's thanks to the Los Cerritos ES staff, families, and PTA.

b. Resolution No. 21-55 Approving the City of SSF Proposal to Rename the Community Learning Center (CLC)

President Lujan moved this item up in the agenda so SSF Library Director Valerie Sommer and Peter Feng, the District's PIO, could speak about it. Dr. Moore thanked them both for working collaboratively and bringing this to fruition.

Board Clerk Murray read the resolution.

Ms. Sommer thanked District staff for their assistance and Superintendent Moore's guidance throughout the process. She will keep the Board in the loop when this item goes to City Council and a grand opening is planned. Assemblymember Speaker Pro Tem Kevin Mullin is very appreciative of this honor. Ms. Sommer said Gene Mullin was a great support within the schools for his students, for the library, for the City, and she is proud of this legacy going on a joint District and City facility that does so much for the students.

Mr. Feng echoed Ms. Sommer's comments and said it was a pleasure to work with her and collaborate on a project that will benefit both the City and the school district. He believes it is a fitting commemoration of the achievements of Gene Mullin.

Trustee Baker thanked his fellow Trustees for passing the resolution. Many SSFHS alumni talk about how Gene Mullin was a pivotal figure in their education. He shared that Gene Mullin was indirectly responsible for him being on the school board. When Trustee Baker lost in his bid to serve on the Library Board, Mr. Mullin urged him to keep going and contribute to the community, which he is now doing.

Trustee Murray said Mr. Mullin was not only a part of the District, but he was an important part of the City as well. This is a wonderful tribute and she is proud that the Board is passing it.

President Lujan agreed that he was a remarkable individual and she was honored to move the resolution forward as a step in the larger process.

MOTION #69 (Baker/Murray) to adopt #21-55 approving the City of SSF's request to rename the CLC in honor of Mr. Eugene R. Mullin. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

2. BUSINESS SERVICES

a. 2021 General Obligation Bond Refunding

Makiko Sato, from Isom Advisors, presented information on the District's 2021 General Obligation Bond refunding opportunity.

Bond Authorizations

- The first bond authorization was approved in 1997 for \$40M.
- Another bond authorization was approved in 2010, Measure J, for \$162M.

Both of these bond measures received very strong support of 74.6% and 77.5%, respectively.

Outstanding Bonds

Currently there are three series of bonds still outstanding from those two bond authorizations. The District has approximately \$159.3M in general obligation bonds outstanding

Dated Date	Series	Call Date	Original Par Amount	Outstanding (November 2021)
1/26/2006	School Facilities Financing Authority Revenue Bonds, Series 2006 [Final Maturity is 2023]	N/A	\$39,035,000.00	\$8,590,000.00
6/24/2015	2015 General Obligation Bonds (Measure J), Series B [Final Maturity is 2040]	9/1/2025	\$25,999,999.90	\$22,664,999.90
6/21/2016	2016 General Obligation Bonds (Measure J), Series C [Final Maturity is 2041]	9/1/2025	\$128,999,061.45	\$128,074,061.45

Refunding Opportunity

In the current interest rate environment, there is an opportunity to refund the District's 2015 Series B bonds for taxpayer savings.

- Taxable refundings allows the District to refund bonds on an advance basis while complying with the requirements of the Tax Reform Bill of 2017.
- Based on the current market environment, they estimate that a taxable refunding of a portion the 2015 Series B Bonds would

generate **taxpayer savings of approximately \$2.5M** over time, or 8.5% on a present value (PV) basis. Ms. Sato generally recommends moving forward with refundings when the PV savings level is about 6%.

- The refunding will also allow the District to convert a portion of its outstanding capital appreciation bonds (CABs) to traditional current interest bonds.

Dated Date	January 2022
Par Amount of Refunding Bonds	\$26,015,000
Call Date of Prior Bonds	March 1 and September 1, 2025
Gross Savings	\$2,582,531
Present Value (PV) Savings	\$1,890,081
PV Savings as % of Refunded Par	8.50%
Negative Arbitrage	\$1,606,948
Savings Efficiency	54.0%

Ms. Sato said that the refunding savings are going to be dependent on the interest rate environment when Isom Advisors prices the bonds, so this is the estimate based on the market as of October 22. While the interest rate environment is very low, it is a little volatile so they are keeping an eye on the refunding savings and coordinating with Mr. O.

Resolution Authorizing the Sale of Refunding Bonds

Board authorizes the issuance of Refunding bonds and sets a number of parameters:

- Not to Exceed Par Amount: \$98M* because if the interest rates move in the District's favor, it is possible that the 2016 Series C bonds may also qualify. Ms. Sato said they currently do not, but they want to make sure to build in enough flexibility that if interest rates move in our favor, that we will be able to include that.
- Maximum term: Final maturity of the prior bonds, so this is not extending the repayment term at all.
- Not to Exceed Underwriter's Discount: \$4.00 per bond
- PV Savings Threshold: 6.0% per series. Ms. Sato said they do not want to do a refunding that combines to get us to 6%, we want to make sure that each series meets that target individually.

*Based on current market interest rates, the refunding of the 2016 Series C bonds does not meet the savings and efficiency targets; however, the resolution allows for the flexibility to also refund the 2016 Series C bonds if it is able to meet the savings and efficiency targets based on the market interest rate environment at pricing.

Attachments

The resolution has a number of attachments that will be approved in form. In the bond resolution, the Board delegates the responsibility to execute these documents to the Superintendent and Assistant Superintendent of Business Services.

- **Preliminary Official Statement (POS)** – Offering document which prospective purchasers of the bonds use to learn about the District and the bonds.
- **Continuing Disclosure Certificate** - District covenants to file annual reports and material events notices to keep investor community up-to-date regarding District finances and tax base.
- **Bond Purchase Agreement** - Agreement that gets executed at pricing between the District and underwriters establishing the terms of the bond sale.
- **Escrow Agent Agreement** - A escrow agent holds and invests the refunding bond proceeds until the call date for the refunded bonds. This agreement provides US Bank with instructions during the escrow period.

Ms. Sato stated that, in terms of the financing timeline, they are asking for Board approval tonight and they would then move forward with the rating process to get the bond rating updated. Once they have the rating, they will move forward with the pricing process in early January.

January pricing to lock in savings

The current schedule assumes pricing and closing in January.

Financing Step	Target Dates
Presentation to the Board and Bond Resolution Approval	November 18
Meeting with Rating Agencies	Week of December 13
Receive Ratings	January 5
Post Preliminary Official Statement	January 5
Pricing	January 12
Closing	January 26

The pricing is when the savings will be locked in, and closing is when the bonds will actually be issued.

Vice President Richardson asked why the assessed value of bonds fluctuates. Ms. Sato replied that this is the assessed value of the District, so it is the tax base value. She said that depending on how many homes sell and the inflation rate, these are set by the County assessor according to prop 13, and based on what happens in the economy, specifically in the housing market, the assessed value can fluctuate. If it is a good economy and home prices are going up, there will be strong assessed valuation growth.

Vice President Richardson questioned whether the two measure totaling \$162M were separate based on the dates they were issued. Ms. Sato said when a District has a new bond authorization, it is customary to not issue it all at once. One key reason for that is the tax law requirements that say that 85% of bond proceeds, after they are issued, need to be spent within three years, so even if the District was able to issue the full amount at once, to spend \$160M+ at once or over three years is pretty difficult. And they typically spread out bond issuances in multiple series of bonds.

Vice President Richardson asked about the 8.5% PV and if that number will also fluctuate throughout the rest of the bond. Ms. Sato said that until unit pricing, the savings will fluctuate and although this is their best estimate at the time, the interest rates will be set at pricing, and once the interest rates are set and the bonds are issued, the savings will be also set. So, they will no longer fluctuate once they set those interest rates at pricing for the remainder of the term of the bonds.

Trustee Baker responded to Vice President Richardson's question and said when the second set was issued, they had to wait until the three year mark before having to pay it off prior to issuing the bulk of the bonds. Ms. Sato added that there is also a tax rate management and when interest rates payments start, once the District borrows the bond, if a project will not start for five years, they do not want to start paying interest cost on that too. So, there are a lot of different reasons why bonds are issued over multiple series.

Trustee Baker asked if the District has sufficient leeway between the price of the original bond and the anticipated price of this bond so that they would still see significant savings if the Fed does raise rates in the short term. Ms. Sato stated that they are putting in that savings threshold so if interest rates rise sufficiently and they are no longer seeing at least 6% present value savings for taxpayers, the District

cannot move forward with the refunding. Her firm wants to make sure that whenever the District does the refunding, there is sufficient benefit to the taxpayers to move forward. Trustee Baker asked if the safeguards are in place so the District does not accidentally get too high an interest rate. Ms. Sato said that if the market moves away from them, there will be no expense to the District.

Trustee Baker asked about the mechanism for how this is going to save money with a lower bond rate bond so taxpayers are paying the same amount into it each year while actually paying more of the principal annual so the original bond is paid off a little sooner. Ms. Sato said they can structure the refundings that way, but currently what they are doing is structuring so that the savings are taken proportionally throughout the remaining term of the bonds, so essentially the tax rate will be slightly lower than what it would have been otherwise, without the refunding.

President Lujan thanked Ms. Sato for the presentation and reviewing it in a way which made it easy to understand.

ACTION

1. BUSINESS SERVICES

a. Resolution No. 21-54 for the Sale and Issuance of General Obligation Refunding Bonds

MOTION #70 (Murray/Hsieh) to adopt Resolution #21-54 of the Board of Trustees of the South San Francisco Unified School District authorizing the sale and issuance of not to exceed \$98,000,000 aggregate principal amount of general obligation refunding bonds, in one or more series, approving the forms of and authorizing the execution and delivery of one or more escrow agreements, bond purchase agreements and continuing disclosure certificates, approving the form of one or more official statements, and authorizing the execution of necessary documents and certificates and related actions. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

O. CONSENT AGENDA

Trustee Murray thanked the parents who made donations and reminded them that some companies have matching fund programs.

MOTION #71 (Hsieh/Murray) to approve Item 1a, Minutes to the regular Board Meeting, October 7, 2021; Item 1b, Minutes to the special Board Meeting, October

12, 2021; Item 1c, Children's Center CSPP 2021-22 QRIS block grant; Item 2a, Westborough MS Honor Society students to travel to Yosemite, CA; Item 3a, Certificated Personnel Assignment Order; Item 3b, Classified Personnel Assignment Order; Item 4a, Purchase Order Listing, September 2021; Item 4b, Warrant Register, September 2021; Item 4c, Cash Receipts, September 2021; Item 4d, Purchase Order Listing, October 2021; Item 4e, Warrant Register, October 2021; Item 4f, Cash Receipts, October 2021; Item 4g, Declaration of surplus items Item 4h, Gifts to the District for October 2021; Item 4i, fundraising events; Item 4j, Professional service agreements under \$25,000. Item 4d, Declaration of surplus items Item 4e, Gifts to the District for October 2020; Item 4f, 2021-22 fundraising events; Item 4g, Professional service agreements under \$25,000. Motion Carried. (Unanimous)

INFORMATION/DISCUSSION

1. HUMAN RESOURCES

a. Update on Safe School Plans

Director Ryan Sebers presented information on the 2021-22 updated Safe School Plans for the District. He said nowadays, the word safety has a lot of different meanings for a lot of different people, namely with COVID topics and those things associated with the pandemic. Before COVID, the definition of safety for schools had to do with physical safety and ensuring that the District can provide safe facilities, a safe place to go to school, and a safe place to work.

The State of California requires each school to complete a **Safe School and Emergency Management Plan**, which is submitted to the Office of Student Services each year. All site plans comply with the California Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS) criteria. Each plan includes updated Safe School Environment Guides and Emergency Management Action Plans, approved annually by the School Site Council or PTA within each school. Director Sebers assesses the plans to be sure all requirements have been met and may offer suggestions and/or recommendations. At this point, each school has completed their safe school plans for the 2021-22 school year and each of the plans include certain components that have to be done by a certain point in the school year, and those are the safe school environment guides and emergency management action plans.

Site plans to protect the school community include:

- Evacuation and Command Center locations, with alternate locations, as a means to be able to manage an emergency

situation. If things are occurring and administration is not able to communicate with their staff or provide direction, that is not going to work out for anyone in that community. A big part of a safety plan, is to ensure that they are able to establish where and how they would manage an actual emergency situation.

- Site Maps and Plant Schematics (includes Evac Routes and Utilities Locations)
- Utility-Shutoff Procedures
- Safe School Programs and Activities
- Emergency Management Action Plan
- Team Org Chart and Contact Roster
- List of Staff with Emergency Skills Training
- Team Roles and Responsibilities
- First Aid and Emergency Supplies (inventories)
- Students and Staff with Special Needs (mobility issues)
- Child Abuse Reporting Protocol
- Suicide Prevention Protocol
- Master Schedule and Contact Lists
- Emergency Contact Info and Drill Schedule Template

Since the plan is comprehensive, someone could take one of them to an emergency command center as a mobile information piece. The schools also send Mr. Sebers an electronic form.

School sites are asked to add within their plans a copy of the District's revised Emergency Management Handbook, which includes:

- A clear and consistent emphasis upon San Mateo County's **Big Five** response protocol
- Updated Utilities Outages section, including new Fire Watch protocol, PG&E planned shut offs
- Updated Air Quality Protocol and Procedures
- COVID-19 safety considerations during poor air quality conditions
- Alternate Communications Protocol
- Parent-Child Reunification Process

Director Sebers said this is something the District revises and also receives a lot of guidance from the San Mateo County Office of Education. These are things particular to the District as well as things that are being done throughout the County so that we are consistent with the response agencies and what response agencies can expect of us. He said each school year is going to present its own challenges. In the past school years, the District has had a number of PG&E-related issues, fire-related issues, and air quality type of issues, and some of these things are updated so staff can be as proactive as possible for future situations.

Air Quality

Director Sebers reviewed the EPA AirNow Resource & BAAMQD (Bay Area Air Quality Management District) Air Quality Index (AQI) which measure the levels of health concerns on a scale from “good, no health effects” to “hazardous”. Since the Bay Area air system is unpredictable, it is important that the District follows the index which relates to how it responds to some potential conditions. He noted that there has not been a hazardous situation with an official emergency, but the District is prepared for it and will be able to act accordingly.

The Big Five Protocols

The County-wide “Big Five” emergency response protocols were developed by the San Mateo County Coalition for Safe Schools and Communities and have been adopted by the SSMCOE, as well as police and fire departments within San Mateo County. They are:

1. Drop, cover and roll (earthquake or explosion)
2. Evacuation (outside building is safer than inside)
3. Lockdown/barricade (immediate threat)
4. Secure campus (potential threat)
5. Shelter in place (inside building is safer than outside)

The protocols are communicated to staff and administrators, so they can react appropriately and quickly. Mr. Sebers reviewed the distinction between **lockdown**, **barricade** and **secure campus**. A lockdown barricade is for an immediate threat on campus or surrounding community which required quick action including locking/barricading doors and getting students and staff into secure areas to prevent a potential intruder or some source of danger from entering into a campus. A secure campus is when there is a potential threat of harm within the community which may go onto a campus, but it is not really considered an actual direct danger. Sites are required to hold emergency drills for all five situations and submit the actual dates they were conducted at the end of each school year. These drill logs emphasize strengths and areas for improvement. Mr. Sebers said that one of the most challenging factors is making sure students go home with the correct authorized adult and are united as quickly as possible.

Other Training and Improvements, Support, and Partnerships

- Ongoing Emergency Broadcast System Tests via a phone call, email, or text notification (1 per semester)
- Development/Improvement of Communications Processes, Crisis Communication messaging
- Partnership with Via Heart
 - AED Devices at all sites
 - AED/CPR Training

- San Mateo County Coalition for Safe Schools and Communities
 - Threat Assessment Protocol
 - Suicide Prevention Protocol
- SMCOE Big 5 Training Series for School Site Teams
- SMCOE Pandemic Recovery Framework
- Addition of new mental health services (Daybreak, Care Solace)
- Threat Assessment Level 1 teams established at each site, including District-level team
- Addition of new Socio-Emotional Learning (SEL) Teacher on Special Assignment (TOSA)
- Addition of new Coordinator of Restorative Processes and Alternative Interventions
- Revised District Expectations for Student Success Handbook
- Monthly/quarterly meetings with Assistant Principals, and frequent communication with site administrators (policy, procedures, protocol, best practices)
- District Office Personnel Emergency Procedures, aligned to District Emergency Response Handbook
- Youth Services Bureau (YSB) of the YMCA
 - School Safety Advocates Program at Middle and High Schools
 - Elementary Counseling program, expanded access to all elementary sites
- San Mateo County Human Services Agency (HSA)/StarVista
 - Family Resource Center, on site clinician
 - Family, clinical, community services, suicide prevention hotline
- Daybreak Health
 - Comprehensive online counseling support - for youth ages 11-19
 - Anxiety, motivation, academics, concentration, depression, and more
- Care Solace
 - Online resource with a live 24/7 concierge
 - Assists students and families w/finding local mental health related programs and counseling services.
- SMCOE Safe and Supportive Schools
 - Provides resources to support school safety and wellness

Director Sebers stated that they are constantly working with the District's communications processes and looking at ways to create redundancy in communications networks. A voice over internet protocol, (VOIP) system, is only good if electricity is on, and after that, other systems such as radios, walkie-talkies or Sprint emergency phones can be used, as well as being able to efficiently communicate with principals and staff using some analog solutions, which are in

place. Through the District's partnership with Via Heart AED devices are in all schools.

Emergency Preparedness for Families at Home

SSFUSD.org - Parent & Community Resources

- Emergency Preparedness for Families at Home
 - Checklist and Resources for building a family plan (Ready.gov)
- How to Create a Family Emergency Communication Plan
 - Steps and template for managing family contacts and meeting places (FEMA)
- COVID-19 Prevention for Families
 - Household Checklist (CDC)

Director Sebers reviewed the family resources to work on emergency preparedness at home.

Trustee Baker thanked Mr. Sebers for the drill schedule, but said he has heard that the barricade drill each semester can be a stressor for students. He asked if having this drill for staff only in future in-service days has been considered. Director Sebers replied that there is sort of a context in which these drills can be done without introducing stress, but at the same time, giving some degree of the type of readiness that really is required.

Trustee Baker commented on the air quality protocols and noted that in some cases, the classrooms, with HVAC and window sealings, have better air than students have at home. The last large fire on Sign Hill affected the air quality at Parkway Heights MS and Spruce ES, so it is good that sites have a little discretion in these situations. Director Sebers agreed that micro climates in the District create different degrees of air pollution given certain events. If the air quality is substantially reduced, sites are not waiting for a District instruction.

Trustee Baker spoke about the Sprint emergency phones when the VOIP system goes down and noted that some complaints were made since staff was not checking that the phones were plugged in and had power. He questioned if there are protocols in place on the campuses to make sure these phones are checked, charged, and ready to go. Mr. Sebers confirmed that site leaders are supposed to be checking them and the Sprint vendor can provide a replacement, as needed. He said that while the Sprint phones are great, they have a limited battery, so there are multilayered and redundant communication alternatives.

Trustee Murray complimented Director Sebers and said people in the community are always talking about what a great representative he is for the District. She asked if there is a consistent procedure on every

campus for releasing students as far as a parent reunification process. Mr. Sebers replied that the District has a framework and each school customizes it and how they actually implement it is unique from school to school. He added that is why the safe school plans need to have the comprehensive listing of the actual student rosters with contact information. To plan for the worst when there is a cell phone, electricity, or internet outage, hard copies of this information must be available.

Vice President Richardson asked if there is a response team for suicidal situations. Mr. Sebers said suicide protocol is a little different than threat assessment. Suicide incident protocol involves school administration, counseling, the unique needs of an individual student, potentially social workers, and other response agencies. Threat assessment teams are for working with situations where a danger or potential danger or behavior is recognized which appears to be leading to a pattern where a student might need a greater level of supports, a team of a counselor, school psychologist, school administrator, etc. Generally, it is usually the Pupil Personnel services at the school that would convene and have a discussion about that level of need.

Vice President Richardson questioned the role of the City, in collaboration with the District, in partnering for a response and whether the City has a response team as well. Director Sebers said the City has a general emergency response command center and the Fire Department coordinates a City-wide emergency response team. He is the District's representative on that team. Since COVID, that group has not gotten together. He stated that the District does not work with a lot of City agencies, but generally works with San Mateo County services.

Student Trustee Avila Gomez asked if, after COVID, the District plans on keeping the air purifiers in certain schools such as SSFHS, Los Cerritos ES, or Spruce ES since their air quality is worse due to airplane traffic in that area. Mr. Sebers replied that the Facilities Department will be addressing some post-COVID concerns including managing the equipment and assessing what things are currently being used or that might be needed.

Trustee Hsieh said the presentation was very comprehensive and it is amazing that the plans are updated annually. She appreciates Mr. Seber's keeping everyone safe. In regard to Daybreak Health and other healthcare services, she asked if the Board would be able to see how students and staff are utilizing them. Director Sebers replied that there are data collection mechanisms within each service and they will be looking at the feasibility of those partnerships.

President Lujan thanked Mr. Sebers for his very thorough presentation.

MOTION #72 (Murray/Hsieh to extend the meeting to 11:00 p.m.
Motion Carried (Unanimous)

The Board recessed at 10:10 p.m. for a break and reconvened at 10:20 p.m.

PUBLIC HEARING – Educator Effectiveness Block Grant

The Board meeting was suspended to open a public hearing at 10:19 p.m.

This Public Hearing provided an opportunity for members of the public to comment on an Educator Effective Grant where funds may be used to support coaching and mentoring, programs which improve instruction in literacy, strategies to reengage students and implement pupil well-being, practices to create a positive school climate, support for implementing language acquisition programs for English Learners, professional learning networks for educators, incorporation of Ethnic Studies curricula, strategies for early childhood education, etc. during the 2021-26 fiscal years.

The public hearing was closed and the Board meeting resumed at 10:20 p.m.

ACTION *(continued)*

1. ADMINISTRATION

a. Resolution No. 21-52 for Trustee Compensation

MOTION #73 (Baker/Richardson) to adopt Resolution #21-52: To allow stipend payment for Trustee Murray who was absent from the October 7, 2021 Board meeting. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Lujan, Richardson; NOES: None). Motion Carried. (Unanimous)

c. 2nd Reading of District's Updated Board Policies

MOTION #74 (Hsieh/Baker) to approve the District's updated Board Policies listed below and waive a second reading. Motion Carried. (Unanimous)

1. BP 3555 - Nutrition Program Compliance
2. BP 4119.11, 4219.11, 4319.11 - Sexual Harassment
3. BP 5141.22 - Infectious Diseases
4. BP 5145.6 - Parental Notifications
5. BP 5145.7 - Sexual Harassment

6. BP 6142.7 - Physical Education and Activity
7. BP 6159 - Individualized Education Program
8. BP 6159.1 - Procedural Safeguards and Complaints for Special Education
9. BP 6159.2 - Nonpublic, Nonsectarian School and Agency Services for Special Education

2. EDUCATIONAL SERVICES

a. Approval of the K-12 Strong Workforce Program Grant for Middle Schools

Vice President Richardson asked what program is impacted by this grant. Assistant Superintendent Keith Irish said the program pushed the CTE programs into the middle schools in the District. They are designing an awareness of the various high school level CTE programs to middle schools. This is a middle school grant for Westborough MS, Parkway Heights MS, and Alta Loma MS. The Strong Workforce Grant is K- 12 and the State's goal is to start some education and awareness of pre-CTE programs in elementary grades.

Student Trustee Avila Gomez asked about the dual enrollment and if there is the potential for middle schools to go to Skyline College. Mr. Irish replied that dual enrollment is specifically about high school students getting college credit and getting high school credit at the same time. But the programs would be at District school sites.

MOTION #75 (Hsieh/Murray) to approve the K-12 Strong Workforce Program grant extending the CTE-STEM pipelines into middle schools effective July 1, 2021 through June 30, 2023. Motion Carried (Unanimous)

b. Approval of the K-12 Strong Workforce Program Grant for Dual Enrollment

President Lujan said she would abstain from voting since she is a Community College District employee.

MOTION #76 (Murray/Hsieh) to approve the K-12 Strong Workforce Program grant to increase dual enrollment and strengthen the partnership between SSFUSD and the San Mateo Community College District, effective July 1, 2021 through June 30, 2023. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Murray, Richardson; NOES: None; ABSTAIN: Lujan). Motion Carried. (Unanimous)

c. Approval of Non-Public Schools (NPS) and Non-Public Agency (NPA) Agreements for 2021-22

MOTION #77 (Baker/Murray) to approve the NPS and NPA contracts to fulfill Individualized Education Plan (IEP) service agreements for the 2021-22 school year. Motion Carried (Unanimous)

d. Approval of Agreement with Hanna Interpreting Services

MOTION #78 (Murray/Baker) to approve a contract with Hanna Interpreting Services to provide American Sign Language interpretation to fulfill Individualized Education Plan (IEP) service agreements for the remainder of the 2021-22 school year. Motion Carried (Unanimous)

e. Approval of the SSFUSD and County of San Mateo Big Lift Program Agreement for 2021-22 and 2022-23

MOTION #79 (Murray/Hsieh) to approve the agreement between SSFUSD and the San Mateo County Big Lift Program for the 2021-22 and 2022-23 fiscal years. Motion Carried (Unanimous)

f. Approval of a Big Lift Supervisor Independent Contractor Agreement

MOTION #80 (Baker/Murray) to approve an independent contractor agreement with Roselle Loudon for the Big Lift Supervisor position. Motion Carried (Unanimous)

g. Approval of WestEd Memorandum of Understanding (MOU)

MOTION #81 (Hsieh/Murray) to approve the WestEd and SSFUSD Equity in Mathematics Course Study MOU effective November 1, 2021 through December 31, 2022. Motion Carried (Unanimous)

h. Approval of Genentech Student Program Participation Agreements

Trustee Murray asked if the agreements would be available in Spanish. Mr. Irish confirmed they would be, as usual. This is the agreement between Genentech so District students can participate in the volunteer program and the Helix Cup.

Vice President Richardson said she appreciates Genentech's role in bringing science to the District's sites as early as elementary schools.

MOTION #82 (Murray/Hsieh) to approve the Genentech Student

Program agreements for either in-person or virtual participation.
Motion Carried. (Unanimous)

3. BUSINESS SERVICES

b. Approval of Denial of Claim

MOTION #83 (Richardson/Baker) to approve the denial of a claim and referral to the District's insurance carrier. Motion Carried (Unanimous)

c. Approval of Agreement with Shi for the Help Desk/Inventory Management Software

MOTION #84 (Hsieh/Richardson) to approve a 3-year agreement with Shi for the Help Desk/Inventory Management Software. Motion Carried (Unanimous)

d. Approval of Agreement with Dasher Technologies Inc. for Data Storage Appliance and Malware Protection Backups

MOTION #85 (Hsieh/Murray) to approve an agreement with Dasher Technologies Inc. to replace the District's data storage appliances including malware protection backups. Motion Carried (Unanimous)

e. Approval of Change Orders #12 - #14 for the AAA Network Solutions for Network Cabling Project

MOTION #86 (Murray/Hsieh) to approve change orders #12 - #14 to the AAA Network Solutions agreement, in the amount of \$46,022.53, for the District's structured network cabling project. Motion Carried (Unanimous)

f. Approval of Agreement with DSK Architects for ECHS Architectural Services

Trustee Baker said he was glad to see the project progressing since the Board has received several letters from community members on the upgrade.

MOTION #87 (Murray/Baker) to approve the agreement with DSK Architects for architectural services on the ECHS accessible bridge project. Motion Carried (Unanimous)

g. Approval of Change Order #1 to the Kerex Engineering Inc. Agreement for the SSFHS Drainage Repairs Project

MOTION #88 (Murray/Hsieh) to approve Change Order #1 to the Kerex Engineering, Inc. agreement, in the amount of \$6,578.86, for the SSFHS drainage repairs project. Motion Carried (Unanimous)

h. Approval of SSFHS Drainage Project Close Out

Vice President Richardson asked if this is the end of the project and that the Board would not be receiving any more requests for funds. Facilities Management Consultant Bill Savidge confirmed the final change orders for this projects and the ECHS Culinary Arts project are on this agenda.

Student Trustee Avila Gomez questioned whether this is for the outdoor learning space or somewhere else. Mr. Savidge said this is for the drainage repairs on the south access road on the south side of the two story building adjacent to the baseball field. There was damage to neighboring properties from the lack of drainage and a lack of a curb on the roadway, which this project has corrected.

MOTION #89 (Hsieh/Baker) to authorize District staff to execute and file the Notice of Completion for the SSFHS drainage repairs project. Motion Carried (Unanimous)

i. Approval of Change Order #4 to the Argo Construction Inc. Agreement for the ECHS Culinary Arts Classroom Project

MOTION #90 (Baker/Richardson) to approve Change Order #4 to the Argo Construction, Inc. agreement, in the amount of \$10,303, for the ECHS Culinary Arts Classroom project. Motion Carried (Unanimous)

j. Approval of ECHS Culinary Arts Project Close Out

MOTION #91 (Hsieh/Murray) to authorize District staff to execute and file the Notice of Completion for the ECHS Culinary Arts project. Motion Carried (Unanimous)

k. Approval of Delegation of Authority to Award a Contract for Construction of SSFHS Baseball Field Fencing Phase II Project

Trustee Baker asked if the field will be ready for baseball season, which is typically in February. Mr. Savidge replied that the goal is to be finished by that time. He added that this firm is the premier netting company on the West Coast.

Trustee Baker noted that the bid was \$313,500, but the approval is for

\$381,500. Mr. Savidge that it was a typo in the Board memo and the actual price is \$313,500.

Trustee Baker asked why the other responsive bidder's price was 300% more than the one being considered for the award. Mr. Savidge said CF Contracting, Inc., the other bidder, is a general contractor, not familiar with the scope of work, and would hire a sub-contractor which primarily does tennis courts, to do the work.

Vice President Richardson asked why the Board was approving this item now and not at a later time since it is only giving authority to the superintendent. Mr. Savidge replied that the Board is being asked for a delegation of authority that is similar to the bond refunding item that the Board adopted which provided a delegation of authority in that case. Boards are allowed to bid work without approval by the DSA, but they cannot enter into a contract until the District has DSA approval. Staff needs time to be able to award the contract rather than wait until the December Board meeting. Vice President Richardson asked what would happen if West Coast Netting was not available and whether they would need to go back to the bid process. Mr. Savidge said West Coast Netting submitted a bid to the District and under the public contract code is a bid security so that they cannot withdraw their bid for a certain number of days, which will be within the realm.

MOTION #92 (Richardson/Baker) to approve the delegation of authority to the Superintendent or Designee to award a contract for construction for the SSFHS Fencing Phase II Project, upon approval of the project by the DSA, to the lowest responsive, responsible bidder, West Coast Netting, Inc. in the amended amount of \$313,500. 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.

Senior Executive Assistant Allen-Cantley noted that a Board meeting was added on December 15 and will focus on Universal TK.

December 9, 2021

- Board of Trustees reorganization
- Remarks from newly appointed Board President
- Resolution honoring outgoing Board President
- Remarks from outgoing Board President
- Resolution Honoring Personnel Commissioner Garcia
- Selection of Trustees to District sub-committee/committees
- Teaching and learning presentation - Ponderosa ES

- Teaching and learning presentation - Children's Center
- Presentation on Performance Management - CTE
- Presentation and approval of 1st interim budget report "positive certification"
- Approval of 2022 Summer School programs
- CSBA Delegate Assembly nomination(s)

December 15, 2021 – Board study session

- Universal Transitional Kindergarten (TK)

January 5, 2022 – Board study session *(Board room)*

- Equity Network 2.0 discussion session #2

January 13, 2022

- Recognition for outgoing Student Trustee Avila Gomez
- Teaching and learning presentation - Monte Verde ES
- Presentation on Performance Management - Special Education
- Audited actuals report for the fiscal year ended June 30, 2021
- Approval of SARCS
- Resolution honoring African American History Month (February)
- Williams report for 4th quarter ending 12/31/21
- Update on Governor's 2022-23 budget proposal

February 10, 2022

- Introduction of new Student Trustee Verino
- Teaching and learning presentation - Westborough MS
- Presentation on Genentech and Science

February 24, 2022

- Teaching and learning presentation - ECHS
- Presentation on Performance Management - English Learners
- 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

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
- 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
- Resolutions for retirees

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)
- Resolutions for retirees

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 (California Interscholastic Federation)
- Approval of DWK contract for legal services in 2022-23
- Resolution for Fund 11 & Fund 14 account balances

SUMMARY OF BOARD DIRECTIVES - None

GOOD AND WELFARE

Trustee Hsieh said the Board had a wonderful training session last week. There was also an equity meeting today with great conversations, which were difficult, but meant to challenge the group's thinking. She participated in the Ruby Bridges Walk and the movement reminds her of why they are here, which is for the students. During the walk, the police helped direct traffic and made sure that students and their families were safe.

Trustee Baker commented on the Board's equity training session and the Equity Committee which met today. He said it is important to make sure that meet the needs

of the students when they need it. He hoped for a fruitful bargaining session tomorrow and wished everyone a good Thanksgiving.

Student Trustee Avila Gomez said she participated in the Ruby Bridges Walk and it was very awe inspiring. She was glad that SSFHS students joined in as well.

Trustee Murray reported that she visited a lot of schools this week, including Monte Verde ES, Spruce ES, Martin ES, and Parkway Heights MS. It was amazing seeing the kids, what they were doing, and how happy they were to be back. The Ruby Bridges Walk was a joyful event and reminded her when the day was approved for the District. It has grown and now Senator Becker brought a resolution to the Senate floor. She watched Ms. Bridges speak with Mrs. Carlino's students and they wanted the Board to know they would like to see every single student participate.

Vice President Richardson thanked Principal Castillo for escorting the Board members and Dr. Moore around his school and seeing how well he manages the students. By picking up a mask on the floor, he sends a message to the students. She was pleased that the sanitizing stations and air cleaners were in order. Principal Lopez was equally nice during their visit to his site. She said it was a nice experience naming a Westborough Park playground after a neighbor, Ann Waters, who had lobbied to have the building built. It was good for the community and acknowledges the hard work of the City. She also attended the Ruby Bridges Walk with staff.

President Lujan said, in the spirit of Thanksgiving that she wanted to take a moment to express her thanks to every staff member, student, family, and administrator within the District. When her mother had a stroke a few weeks ago, City staff looked after her child following school and school staff rallied behind him and partnered with her husband and her to ensure her son got through an emotional experience for their family. "So, when I say I appreciate every single staff member, I mean it more than my words could ever express. So, with that, I do want to express my deep appreciation to this District for the care you put into raising each and every child and the partnership you bring to each and every family."

ADJOURNMENT - 10:58 p.m.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish – Assistant Superintendent of Educational Services and Categorical Programs
Daniel Lunt, Principal of El Camino High School

DATE: December 9, 2021

RE: Approval of permission for the El Camino High School Wrestling team to participate in the Lou Bronzan/Brittney David Invitational in Brentwood, CA on December 27-28, 2021

BACKGROUND:

The purpose of this trip on December 27-28, 2021 is to have the El Camino High School Wrestling Team participate in the Lou Bronzan/Brittney David Invitational in Brentwood, CA. Ray Reyes and Chickie Lejender will accompany the team of 6 boys and 3 girls. The team will be leaving on December 27 and returning on December 28, traveling by District van. They will be staying one night at the Best Western Brentwood Inn, at 8820 Brentwood Blvd. in Brentwood, CA.

FISCAL IMPLICATIONS:

Travel expenses are being financed by El Camino High School Wrestling Team. No student will be denied the opportunity to participate due to financial constraints. There will be no overnight stipend.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for the students from the El Camino High School Wrestling Team to participate in the Lou Bronzan/Brittney David Invitational in Brentwood, CA on December 27-28, 2021.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish – Assistant Superintendent of Educational Services and Categorical Programs
Daniel Lunt, Principal of El Camino High School

DATE: December 9, 2021

RE: Approval of permission for the El Camino High School Wrestling team to participate in the Napa Valley Girls Classic in Napa, CA on January 7-8, 2022

BACKGROUND:

The purpose of this trip on January 7-8, 2022 is to have the El Camino High School Wrestling Team participate in the Napa Valley Girls Classic at Vintage High School in Napa, CA. Ray Reyes and Chickie Lejender will accompany the team of three girls. The team will be leaving on January 7 and returning on January 8, traveling by District van. They will be staying one night at the Hawthorn Suites by Wyndham Napa Valley, at 314 Soscol Avenue in Napa, CA.

FISCAL IMPLICATIONS:

Travel expenses are being financed by El Camino High School Wrestling Team. No student will be denied the opportunity to participate due to financial constraints. There will be no overnight stipend.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for the students from the El Camino High School Wrestling Team to participate in the Napa Valley Girls Classic in Napa, CA on January 7-8, 2022.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish – Assistant Superintendent of Educational Services and Categorical Programs
Daniel Lunt, Principal of El Camino High School

DATE: December 9, 2021

RE: Approval of permission for the El Camino High School Wrestling team to participate in the Mid Cals Wrestling Championships in Gilroy, CA on January 20-21, 2022

BACKGROUND:

The purpose of this trip on January 20-21, 2022 is to have the El Camino High School Wrestling Team participate in the Mid Cals Wrestling Championships. Ray Reyes and Chickie Lejender will accompany the team of eight boys and 3 girls. The team will be leaving on January 20 and returning on January 21, traveling by District van. They will be staying one night at the Days Inn by Wyndham Gilroy, at 8292 Murray Avenue in Gilroy, CA.

FISCAL IMPLICATIONS:

Travel expenses are being financed by El Camino High School Wrestling Team. No student will be denied the opportunity to participate due to financial constraints. There will be no overnight stipend.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for the students from the El Camino High School Wrestling Team to participate in the Mid Cals Wrestling Championship in Gilroy, CA on January 20-21, 2022.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish – Assistant Superintendent of Educational Services and Categorical Programs
Cory Morgan, Assistant Principal Westborough Middle School

DATE: December 9, 2021

RE: Approval of permission for Westborough Middle School Students to Travel to Washington D.C. and New York, March 23 - March 30, 2022.

BACKGROUND:

For many years, Westborough Middle School students have traveled to our nation's capital, Washington, D.C., to experience firsthand our country's rich history. The Washington, D. C. trip evokes a sense of pride and appreciation for the three branches of government and for the men and women who have helped to shape our history. Students will also travel to New York City and visits its museums, Statue of Liberty, Ellis Island, and United Nations, to name just a few sites. United States History and the Constitution are taught in the middle school Social Studies curriculum. Each student will complete the District's "Voluntary Excursion/Field Trip Notice" in order to participate in this field trip and will keep a notebook of their experiences.

Recruiting began in Spring, 2019 for a trip that was to take place in Spring, 2020. The school postponed the trip when it was realized that they would not be able to go in 2020, and rescheduled it to take place this school year.

Students meeting grade and behavior standards will be traveling, with parents and teachers, to Washington D.C. and New York from Wednesday, March 23 (red-eye flight) through Wednesday, March 30, 2022 (Spring Break). Travel arrangements are made through World Strides, a company that the District has used for over two decades. Students will miss two days of school and complete any work in advance of the trip. They will have constant adult supervision.

There will be three teachers, Liza Melkonian, Brian Vina, and Daniel Yanow, chaperoning the trip. In addition, seven parents will be accompanying the 43 students going on the trip. Parents will all meet the requirements for chaperones on field trips.

Besides the normal fingerprinting and other requirements of the District, we will be following all of the protocols for travel required by the airlines, cities, and sites to be visited. World Strides is requiring that all travelers submit a negative Covid test before travel, and all three teachers are fully vaccinated.

FISCAL IMPLICATIONS:

There will be no cost to the District. Students are seeking scholarships and donations and are participating in fundraisers to offset the cost of the trip. All costs will be covered by the participating students and parents, which include room and board, transportation costs, and substitutes. The trip is open to all grade levels. No student will be denied the opportunity to participate due to financial constraints.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for the students from Westborough Middle School travel to Washington D. C and New York on March 23 - 30, 2022.

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

It is recommended that the following Certificated Personnel items be approved:

CERTIFICATED CONTRACT 2021-2022

Alima, Zaldy, will be placed at South San Francisco High School as a Biology Teacher on a Temporary contract effective November 29, 2021. Salary placement EM-12.

Niemann, Bonnie, will be placed at Junipero Serra Elementary School as a 5th Grade Teacher on a Temporary contract effective November 29, 2021. Salary placement FM-12.

ADJUST ASSIGNMENT

McCauley-Fountain, Susan, a teacher at El Camino High School, from 1.0 FTE to 1.2 FTE, effective August 11, 2021.

Wong, Natalie, a teacher at Westborough Middle School, from 1.0 FTE to 1.2 FTE, effective October 10, 2021.

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

It is recommended that the following Classified Personnel items be approved:

EMPLOYMENT

~~Meinguer Lara, Arantxa, Paraprofessional I – Bilingual, Parkway Heights Middle School, 6.0 hours per day, Range 25, Step 5, effective October 25, 2021~~

Meinguer Lara, Arantxa, Paraprofessional I – Bilingual, Parkway Heights Middle School, 3.0 hours per day, Range 25, Step 5, effective October 25, 2021.

RESIGNATION

Diaz, Kimberly, Library Media Technician, Alta Loma Middle School, 7.5 hours per day, Range 34, Step 5, effective November 12, 2021.

TEMPORARY OUT OF CLASS PAY

Catalan-Dijamco, Cristina, Acting School Administrative Assistant I, Monte Verde Elementary School, 3.5 hours per day, Range 38, Step 1, effective November 2, 2021 through December 17, 2021.

TEMPORARY INCREASE IN HOURS

Meinguer Lara, Arantxa, Paraprofessional I – Bilingual, Parkway Heights Middle School, 3.0 to 6.0 hours per day, Range 25, Step 5, effective October 25, 2021.

Riordan, Reyna, Paraprofessional II – Special Education, El Camino High School, 6.25 to 6.75 hours per day, Range 29, Step 5, effective October 4 2021 through May 26, 2022.

Gomez, Ruth, Paraprofessional I – Bilingual, Sunshine Gardens School, 4.0 to 6.0 hours per day, Range 25A, Step 5, effective October 27, 2021 through May 26, 2022.

Bactad, Nenita, Paraprofessional II – Special Education, South San Francisco High School, 6.0 to 6.5 hours per day, Range 29, Step 5, effective August 11, 2021 through May 26, 2022.

~~**Blank, Carol, Paraprofessional I – Special Education, South San Francisco High School, 6.0 to 6.5 hours per day, Range 26, Step 5, effective September 9, 2021 through May 26, 2022.**~~

Blank, Carol, Paraprofessional I – Special Education, South San Francisco High School, 6.0 to 6.5 hours per day, Range 26, Step 5, effective September 9, 2021 through December 17, 2021.

~~**Lam, Linda, Paraprofessional I – Special Education, South San Francisco High School, 6.0 to 6.5 hours per day, Range 26, Step 4, effective September 9, 2021 through May 26, 2022.**~~

Lam, Linda, Paraprofessional I – Special Education, South San Francisco High School, 6.0 to 6.5 hours per day, Range 26, Step 4, effective September 9, 2021 through December 17, 2021.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: December 9, 2021

RE: Declaration of Surplus Items

BACKGROUND:

The attached report is a list of items throughout the District that are unusable, not operable or obsolete. The District has determined each of the items is not under warranty and is not cost effective to repair due to its age.

The South San Francisco Unified School District would like to declare all the items obsolete and/or inoperable. The forty (40) items are detailed on the attached list, and the total net book value for all the items is zero dollars (\$0).

FISCAL IMPLICATIONS:

No money will be lost from the above recommended transaction because the items do not hold any value that has not already been amortized. Any funds generated from the disposal will be deposited into Fund 01. Upon Board approval, the District will dispose the items.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees declare the forty (40) items unusable and obsolete as surplus items with a net book value of zero dollars (\$0). It is further recommended that the District be authorized to dispose of these items.

Declaration of Surplus Items						
Fixed Asset Tag#	Date in Service	Qty	Description	Serial Number	Location	Net Book Value
33886	12/1/2014	1	WYSE BOX	9EMDN701018	Ponderosa	\$ -
33889	12/1/2014	1	WYSE BOX	9EMDN700525	Ponderosa	\$ -
33890	12/1/2014	1	WYSE BOX	9EMDN701030	Ponderosa	\$ -
33888	12/1/2014	1	WYSE BOX	9EMDN701041	Ponderosa	\$ -
33891	12/1/2014	1	WYSE BOX	9EMDN701069	Ponderosa	\$ -
33892	12/1/2014	1	WYSE BOX	9EMDN700625	Ponderosa	\$ -
33887	12/1/2014	1	WYSE BOX	9EMDN700972	Ponderosa	\$ -
33893	12/1/2014	1	WYSE BOX	9EMDN700359	Ponderosa	\$ -
33884	12/1/2014	1	WYSE BOX	9EMDN700680	Ponderosa	\$ -
33885	12/1/2014	1	WYSE BOX	9EMDN701102	Ponderosa	\$ -
n/a	12/1/2014	1	DELL MONITOR	FS-55C-0406202-11G-E4T-0719-A	Ponderosa	\$ -
n/a	12/1/2014	1	DELL MONITOR	FS-55C-0406202-11G-E4W-3799-A	Ponderosa	\$ -
n/a	12/1/2014	1	DELL MONITOR	FS-55C-0406202-11G-E4V-0238-A	Ponderosa	\$ -
n/a	12/1/2014	1	DELL MONITOR	FS-55C-0406202-11G-E4T-1624-A	Ponderosa	\$ -
n/a	12/1/2014	1	DELL MONITOR	FS-55C-0406202-11G-E4T-1610-A	Ponderosa	\$ -
n/a	12/1/2014	1	DELL MONITOR	FS-55C-0406202-11G-E4T-0842-A	Ponderosa	\$ -
n/a	12/1/2014	1	DELL MONITOR	FS-55C-0406202-11G-E4V-0B-A	Ponderosa	\$ -
n/a	12/1/2014	1	DELL MONITOR	FS-55C-0406202-11G-E4T-1426-A	Ponderosa	\$ -
n/a	12/1/2014	1	DELL MONITOR	FS-55C-0406202-11G-E4T-1804-A	Ponderosa	\$ -
n/a	12/1/2014	1	DELL MONITOR	JCQ-0071401E19LA01H07-14APO1209-A	Ponderosa	\$ -
n/a	12/1/2014	10	DELL KEYBOARD & MOUSE	N/A	Ponderosa	\$ -
41140	3/16/2017	1	DELL LATITUDE 3470 NOTEBOOK	3FM23F2	Ponderosa	\$ -
41160	4/11/2017	1	DELL LATITUDE 3470 NOTEBOOK	5HHK4F2	Ponderosa	\$ -
33084	3/21/2014	1	DELL LATITUDE 3330 NOTEBOOK	44WM3Z1	Ponderosa	\$ -
33079	3/21/2014	1	DELL LATITUDE 3330 NOTEBOOK	B2WM3Z1	Ponderosa	\$ -
33906	6/24/2014	1	DELL 3340 NOTEBOOK	FK88312	Ponderosa	\$ -
26008	12/6/2009	1	DELL DESKTOP OP760	40P8JL1	Ponderosa	\$ -
24063	6/11/2007	1	DELL OPTIPLEX 745 MINITOWER	53NM2D1	Ponderosa	\$ -
28716	12/1/2014	1	DELL COMPUTER	N/A	Ponderosa	\$ -
33204	3/21/2014	1	DELL LATITUDE 3330 NOTEBOOK	C5WM3Z1	Ponderosa	\$ -
33205	3/21/2014	1	DELL LATITUDE 3330 NOTEBOOK	CKWM3Z1	Ponderosa	\$ -
Total Items:		40				

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: December 9, 2021

RE: Acceptance of Gifts

BACKGROUND:

The District has received the attached list of cash and in-kind gifts during the month of November 2021.

FISCAL IMPLICATIONS:

The gifts will benefit the District Office or school site that has been requested by the donors.

RECOMMENDATION:

Staff recommends that the Board of Trustees accepts the gifts on behalf of the District.

**TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT –
ACCEPTANCE OF GIFTS FOR NOVEMBER 2021.**

It is recommended that the South San Francisco Unified School District Board of Trustees accept the following gifts for the District:

\$25.49 from 2080 Media Inc. to El Camino High School in support of the athletic program projects.

\$238.00 from Philanthropic Ventures Foundation Grants to Westborough Middle School in support of the science departments.

\$60.00 from Blackbaud Giving Fund to Westborough Middle School in support of academic excellence.

\$900.00 – Non-monetary donation of school supplies (notebooks, folders, crayons, and more) valued roughly at \$900.00 from Las Hijas Del Gallo Bakery to Parkway Heights Middle School in support of academic excellence.

\$6,800 from Erudite Learning Foundation to South San Francisco High School in support of the Positive Behavioral Interventions and Supports (PBIS) Program.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: December 9, 2021

RE: Approval of 2021-22 Fundraisers

BACKGROUND:

Each year, the Board of Trustees approves all fund-raisers to be held on behalf of the schools and students of the District.

The following fund-raisers are being submitted for approval:

Alta Loma Middle School

Japanime	Food Stall – Selling mochi (rice cake) from room 7. Commencing October 2021.
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Parkway Heights Middle School

ASB	Plate Sale – Selling plates after hours via truck or local businesses. Commencing throughout the remainder of the 2021-22 school year.
Volleyball Club	Pencils & Health Snack Sale – Selling pencils, juice boxes, fruit snacks, and other healthy snacks. Commencing throughout the remaining school year.

Westborough Middle School

Leadership	Santa Grams – Containing a card with a treat such as hot chocolate or candy cane for students to send to their friends. Students can also take holiday pictures with their friends during lunch time, following COVID protocol. Commencing December 2021.
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Yearbook Club	Yearbook Sale – Selling via online. Commencing October 31, 2021 through May 31, 2022.
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El Camino High School

Animal Club	T-pumps Fundraiser – Selling boba drinks after school by the red stage. Commencing December 2021.
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Class of 2021	Krispy Kreme Fundraiser – Selling donuts at the red stage. Commencing December 2021.
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South San Francisco High School

Activities	Winter Scavenger Hunt/Winter Bake Sale – Selling pastries before and after school. Commencing December 2021.
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ASB	Christmas Grams – Selling Christmas Grams containing a candy cane and a personalized card. Commencing December 2021.
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Class of 2022	Raffle – Selling raffle tickets during lunch time. Raffling for prom tickets, airpod pros, and giftcards. Commencing December 2021.
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	T-Pumps Fundraiser – Selling T-Pumps Boba at the school parking lot after school. Commencing December 2021.
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	Donut Fundraiser – Selling Krispie Kreme Donuts before school. Commencing November 2021.
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Class of 2023	Spotify Plaques and Keychains Fundraiser – Selling personalized Spotify formatted plaques and photos. Keychains will include a Spotify scan code. Commencing December 2021.
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Ballet Folklórico	Nacho Fundraiser – Commencing November 2021.
	T-Pumps Fundraiser – Selling T-Pumps Boba at the school parking lot after school. Commencing November 2021.

FISCAL IMPLICATIONS:

All funds from approved fund raisers are accounted for in the School Site Associated Student Body (ASB).

RECOMMENDATION:

Staff recommends that the Board of Trustees approve the fundraisers listed above.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: December 9, 2021

RE: Professional Services Agreements Under \$25,000

BACKGROUND:

The following Professional Service Agreements are being submitted for approval:

District Office – Ed Services

\$12,445	ExploreLearning Gizmos – Interactive math and science virtual labs, simulations training, and licensing for high school science teachers. Commencing November 2021.
\$1,200	Gonzalez, Pablo – Inspirational speaker providing seminars to parents on specialized techniques with raising healthy kids. Commencing January 2022 through April 2022.
\$8,715	Crescendo Ed Group – The district is working towards aligning grading practices and policies to ensure grading practices are accurate, consistent, bias-resistant, and motivational. Crescendo will provide an interactive Grading for Equity Online Course with coaching feedback for thirty-five (35) participants on grading practices and policies on December 1, 2021.

District Office – Business Services

Not to exceed \$5,000	Interstate Grading & Paving Inc. – Providing storm drainage repair at the east courtyard of the South San Francisco High School site. Services include but are not limited to equipment mobilization, excavation
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completion originally started by the district employees, additional excavation of a second hole to match the connection point of the roof drain, and more. Commencing November 2021 through January 2022.

Not to exceed \$15,000	HA Architects – Providing architectural services on the interim walk-in freezer unit for the El Camino High School Food Service Improvement Project to address immediate needs. Commencing December 2021.
\$7,500	Underwood & Rosenblum Inc. (U&R) – Perform civil engineering feasibility study and drainage design services at Alta Loma Middle School to help prevent flooding during rainstorms.
\$14,460	Protech Consulting and Engineering – Conduct limited lead (Pb) water testing at the Hillside site. This is a requirement of the Children Center’s license renewal.
Not to exceed \$9,999	Division of State Architect (DSA) – DSA inspection to ensure that South San Francisco baseball field protective netting project is DSA compliant.
Not to exceed \$25,000	Experience Janitorial Inc. – Providing disinfecting services of classroom desks, chairs, counters, doorknobs, and light switches. Commencing December 2021.
Not to exceed \$25,000	Imperial Maintenance Services, Inc. - Providing disinfecting services of all restrooms, classrooms, cafeteria, office tables, desks, and counter surfaces. Commencing December 2021.

FISCAL IMPLICATIONS:

Listed above.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the professional services agreements as presented.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish – Assistant Superintendent of Educational Services and Categorical Programs

DATE: December 9, 2021

RE: Review of 2022 SSFUSD Summer School programs

SSFUSD will offer the following summer school programs:

- Extended School Year
- Pre-School Summer Program
- Elementary School Programs
- Middle School Programs
- High School Programs
- STEAM 3 - 8
- Seamless Summer Meal Program and National Breakfast Lunch Program

PRE-SCHOOL SUMMER PROGRAM

Extended School Year - 20 days

The Extended School Year Program is for special education students that need additional schooling as outlined by their IEP.

ELEMENTARY SUMMER PROGRAMS

Extended School Year - 20 days

The Extended School Year Program is for special education students that need additional schooling as outlined by their IEP.

Migrant Education - 20 days

A summer bridge program will be offered to elementary migrant education students. This program will focus on reinforcing literacy and math skills.

Big Lift Inspiring Summers - 25 days

First 5 of San Mateo and Silicon Valley Community Foundation have provided grant funding to support Kindergarten, 1st grade, 2nd grade and 3rd grade readiness programs.

Elementary STEAM Project Based Learning Program - 20 days

This program is for 3rd through 5th grade students to support learning in the curricular areas of Science Technology Engineering Arts Mathematics (STEAM) through project based learning lessons. Students will focus on building their 21st Century competencies: Communication, Critical Thinking, Creativity and Collaboration.

MIDDLE SCHOOL PROGRAMS

Extended School Year-20 days

The Extended School Year Program is for special education students that need additional schooling as outlined by their IEP.

Middle School STEAM Project Based Learning Program - 20 days

This program is for 6th through 8th grade students to support learning in the curricular areas of Science Technology Engineering Arts Mathematics (STEAM) through Project based learning lessons. Students will focus on building their 21st Century competencies: Communication, Critical Thinking, Creativity and Collaboration.

Math Intervention - 20 days

This math intervention program (Elevate) will provide 3rd through 8th grade students with support on critical Common Core mathematics skills and lessons which will motivate them as they prepare for the math pathway of their choice.

Math Enrichment - 20 days

The math enrichment program will provide students with additional skills and strategies in math that will provide a boost as they prepare to enter the Math Accelerated pathway.

Migrant Education – 20 days

A summer bridge program will be offered to elementary migrant education students. This program will focus on reinforcing literacy and math skills. Migrant education is funded with federal migrant education funds.

HIGH SCHOOL PROGRAMS

Non Graduation Seniors 15 days per session

This program is scheduled for two 3 sessions for seniors who lack five or ten credits toward graduation. Students will attend for three weeks for five units and six weeks for ten units.

Core Academic Summer School 15 days per session

This program will operate for two three week sessions and will provide students with the opportunity to make up subjects in the following core academic areas:

- English/Language Arts
- History/Social Science
- Science

- Mathematics
- Physical Education
- Health
- ELD classes

Migrant Education Program – 20 days

A summer bridge program will be offered to high school migrant education students. This program will focus on reinforcing literacy, math skills, STEAM, and/or College and Career.

Enrichment/Acceleration – 28 days

Students will need to meet eligibility and placement criteria for Geometry or Algebra II in order to be able to take these courses. The District will offer a limited number of sections (1-2) for each course.

FISCAL IMPLICATIONS:

SSFUSD will fund most of the 2022 Summer School Programs via the Expanded Learning Opportunity Grant.

The Big Lift Inspiring Summers will be funded by a First 5 and Silicon Valley Community Foundation grant.

The Migrant Education program will be funded with federal Migrant Education funds.

The District would like to continue its partnership with Young Audiences and we have allocated up to \$175,000 from the Expanded Learning Opportunity Grant to support Visual and Performing Arts education during our STEAM programs and other Summer School programs.

We are also exploring potential partnerships to provide before and after school care for students in the Big Lift and STEAM programs (3-5). We are allocating approximately \$50,000 for this service to be funded via the Expanded Learning Opportunity Grant.

At this time, we are allocating \$1,550,000 to support the 2022 Summer Programs. Please note the exact breakdown of each program is not available at this time.

RECOMMENDATION:

For Information/Discussion only.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

DATE: December 9, 2021

RE: Call for Nominations for CSBA Delegate Assembly

BACKGROUND

CSBA is soliciting nominations for their Delegate Assembly. The primary responsibility of an Assemblymember is to "...ensure that the association reflects the interests of school districts and county offices of education throughout the state". To be eligible to serve on the Delegate Assembly, a board member must be a trustee of a district or county office of education that is a current member of CSBA and within the geographic region or sub-region which the Delegate will represent. Delegates serve two-year terms beginning April 1, 2022 through March 31, 2024. There are three CSBA Delegate Assembly seats up for election this year in subregion 5B (San Mateo County).

A board member must be formally nominated by a board in a public board meeting and requires a majority vote. A board may nominate as many individuals as it wishes. A board member must give their approval to be nominated to the Delegate Assembly.

A nomination consists of a completed, signed, and dated nomination form and a candidate biographical sketch form. The deadline for nominations and candidate biographical sketches to the CSBA office is Tuesday, January 7, 2022.

FISCAL IMPLICATIONS

N/A

RECOMMENDATION

The South San Francisco Unified School District Board of Trustees may or may not choose to nominate CSBA Delegate Assembly member(s).

October 29, 2021

TIME SENSITIVE - REQUIRES BOARD ACTION
DEADLINE: Friday, January 7, 2022

MEMORANDUM

To: CSBA Member District Boards
From: Dr. Susan Heredia, President
Re: Call for Nominations to CSBA's Delegate Assembly

Each year, member boards elect representatives to the California School Boards Association's Delegate Assembly. The Delegate Assembly is a vital link in the Association's governance and sets the general policy direction. Working with member boards, the Board of Directors, Executive Committee, Delegates ensure the Association promotes the interests of California's school districts and county offices of education. Delegates with terms that end in 2022 are up for election. Ballots for the Delegate Assembly election will be sent to each member board within the region or subregion by February 1, 2022. Delegates elected in 2022 will serve a two-year term beginning April 1, 2022. There are two required Delegate Assembly meetings each year; in 2022, the dates are May 21-22 and November 29-30.

Nominations and biographical sketch forms for CSBA's Delegate Assembly are being accepted until Friday, **January 7, 2022**. The nomination process is as follows:

- CSBA member boards are eligible to nominate board members within their own geographical region or subregion. For region #, see "CSBA REGION INDEX FOR DISTRICTS & COES" document located in this packet or on CSBA's website: www.csba.org/ElectiontoDA.
- Member Boards eligible to appoint a member of their board to the Delegate Assembly may also nominate board members to run for election to the Delegate Assembly.
- Boards eligible to appoint must do so by January 7, 2022. A separate communication from CSBA regarding these appointments will be sent to boards by November 1.
- Nominating boards must submit a separate Nomination Form for each person nominated.
- Nominees must serve on a CSBA member board from the region or subregion.
- Nominees must submit a one-page, single-sided, biographical sketch form.
- Nominees may submit an optional one-page, one-sided résumé.

Documents related to the nomination process are being provided online only. The forms, as well as information about the Delegate Assembly, may be downloaded from CSBA's website: www.csba.org/ElectiontoDA.

The deadline for nomination materials is **11:59 p.m. on Friday, January 7, 2022**. Materials can be sent via email to nominations@csba.org. Nomination materials may also be sent via mail, to the CSBA Executive Office, 3251 Beacon Blvd., West Sacramento, CA 95961, with a postmark of no later than January 7, 2022.

Delegate Assembly District Nomination Form for 2022 Election



TO BE COMPLETED BY THE NOMINATING BOARD

Deadline: Friday, January 7, 2022 | No late submissions accepted

This form is required. Please submit this Nomination Form via e-mail to nominations@csba.org by no later than 11:59 p.m. on January 7, 2022. Forms may also be submitted via mail, to CSBA's Executive Office, at 3251 Beacon Blvd., West Sacramento, CA 95691, with a postmark of no later than January 7, 2022. It is the candidate's responsibility to confirm that CSBA has received nomination materials prior to the deadline.

CSBA Region/subregion # _____

See "CSBA REGION INDEX FOR DISTRICTS & COE"

The Board of Education of the _____

(Nominating District)

voted to nominate _____ **The nominee is a member of the**
(Nominee)

_____ **which is a member of the**
(Nominee's Board)

California School Boards Association.

Board Clerk or Board Secretary (signature)

Date

Board Clerk or Board Secretary (print name)

ONLY ONE NOMINEE PER NOMINATION FORM

Delegate Assembly

Biographical Sketch Form for 2022 Election



Deadline: Friday, January 7, 2022 | No late submissions accepted

This form is required. An optional, one-page, single-sided, résumé may also be submitted. Do not state "see résumé." Do not re-type this form. It is the candidate's responsibility to confirm that CSBA has received nomination materials prior to the deadline. Please submit completed form via e-mail to nominations@csba.org by no later than 11:59 p.m. on January 7, 2022. Forms may also be submitted via mail, to CSBA's Executive Office, at 3251 Beacon Blvd., West Sacramento, CA 95691, with a postmark of no later than January 7, 2022.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: _____ Date: _____

Name: _____ CSBA Region & subregion #: _____

District or COE: _____ Years on board: _____

Profession: _____ Contact Number (☐ Cell ☐ Home ☐ Bus.): _____

Primary E-mail: _____

Are you an incumbent Delegate? ☐ Yes ☐ No If yes, year you became Delegate: _____

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

Please describe your activities and involvement on your local board, community, and/or CSBA.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

Delegate Assembly Important Dates



2022 Delegate Assembly Election

Friday, January 7:	Deadline for Nomination Forms and Biographical Sketch Forms
Tuesday, February 1:	Ballots sent to member boards
Tuesday, March 15:	Deadline for ballots to be sent back to CSBA
By Thursday, March 31:	Ballots will be counted
Friday, April 1:	First day of new 2-year term for Delegates elected in 2022

2022 Delegate Assembly Meeting Dates

Saturday – Sunday, May 21 - 22
(scheduled to occur in Sacramento)

Tuesday – Wednesday, November 30 - December 1
(scheduled to occur in San Diego)



DELEGATE ASSEMBLY ROSTER with terms (Updated 10/7/2021)

** = District or COE appointment*

REGION 1 – 4 Delegates (4 elected)

Director: Frank Magarino (Del Norte County USD)

Subregion 1-A (Del Norte, Humboldt)

Donald McArthur (Del Norte County USD), 2023

Lisa Ollivier (Eureka City Schools), 2022

Subregion 1-B (Lake, Mendocino)

Tyler Nelson (Ukiah USD), 2022

Region 1 County

Melissa Kinsel (Lake COE), 2023

REGION 2 – 4 Delegates (4 elected)

Director: Sherry Crawford (Siskiyou COE)

Subregion 2-A (Modoc, Siskiyou, Trinity)

Gregg Gunkel (Siskiyou Union HSD), 2023

Subregion 2-B (Shasta)

Bruce Ross (Redding SD), 2023

Subregion 2-C (Lassen, Plumas)

Leslie Edlund (Plumas County & USD), 2022

Region 2 County

Brenda Duchi (Siskiyou COE), 2022

REGION 3 – 8 Delegates (8 elected)

Director: A.C. (Tony) Ubalde (Vallejo City USD)

Subregion 3-A (Sonoma)

Jeremy Brott (Bennett Valley Union SD), 2022

Omar Medina (Santa Rosa City SD), 2023

Subregion 3-B (Napa)

David Gracia (Napa Valley USD), 2023

Subregion 3-C (Solano)

Diane Ferrucci (Benicia USD), 2023

Ralph Gross (Vallejo City USD), 2022

David Isom (Fairfield-Suisun USD), 2023

Subregion 3-D (Marin)

Gina Daly (San Rafael City Schools), 2022

Region 3 County

Dana Dean (Solano COE), 2023

REGION 4 – 8 Delegates (8 elected)

Director: Renee Nash (Eureka Union SD)

Subregion 4-A (Glenn, Tehama)

Vacant, 2022

Subregion 4-B (Butte)

Sharon Nilsson (Oroville City ESD), 2023

Subregion 4-C (Colusa, Sutter, Yuba)

Talwinder Chetra (Live Oaks USD), 2022

Doug Criddle (Marysville Joint USD), 2023

Subregion 4-D (Nevada, Placer, Sierra)

Julann Brown (Auburn Union ESD), 2023

Alisa Fong (Roseville City SD), 2023

Rachelle Price (Rocklin USD), 2022

Region 4 County

David Patterson (Placer COE), 2022

***Delegate-at-Large**

Mike Walsh (Butte COE)

December 9, 2021

REGION 5 – 10 Delegates (7 elected/3 appointed*)

Director: Alisa MacAvoy (Redwood City ESD)

Subregion 5-A (San Francisco)

Jenny Lam (San Francisco County USD)*, 2023

Faauga Moliga (San Francisco County USD)*, 2023

Vacant (San Francisco County USD)*, 2022

Subregion 5-B (San Mateo)

Noelia Corzo (San Mateo-Foster City SD), 2022

Carrie Du Bois (Sequoia Union HSD), 2023

Clayton Koo (Jefferson ESD), 2022

Gregory Land (San Mateo Union HSD), 2023

Sophia Layne (Cabrillo USD), 2022

Daina Lujan (South San Francisco USD), 2023

Region 5 County

Beverly Gerard (San Mateo COE), 2023

REGION 6 – 18 Delegates (11 elected/7 appointed*)

Director: Darrel Woo (Sacramento City USD)

Subregion 6-A (Yolo)

Jackie Wong (Washington USD), 2022

Subregion 6-B (Sacramento)

Beth Albani (Elk Grove USD)*, 2023

Nancy Chaires Espinoza (Elk Grove USD)*, 2022

Christopher Clark (Folsom-Cordova USD), 2022

Pam Costa (San Juan USD)*, 2023

Craig DeLuz (Robla ESD), 2022

Leticia Garcia (Sacramento City USD), 2023

Lisa Kaplan (Natomas USD), 2023

Kelly Kelley (Center Joint USD), 2023

Mike McKibbin (San Juan USD)*, 2022

Chinua Rhodes (Sacramento City USD), 2023

Edward Short (Folsom-Cordova USD), 2023

Vacant (Sacramento City USD)*, 2022

Vacant (Sacramento City USD)*, 2023

Vacant (Twin Rivers USD)*, 2023

Subregion 6-C (Alpine, El Dorado, Mono)

Misty diVittorio (Placerville Union ESD), 2022

Suzanna George (Rescue Union ESD), 2023

Region 6 County

Vacant, 2022

REGION 7 – 18 Delegates (14 elected/4 appointed*)

Director: Yolanda Peña Mendrek (Liberty Union HSD)

Subregion 7-A (Contra Costa)

Thuy DaoJensen (Brentwood Union SD), 2023

Rachel Hurd (San Ramon Valley USD)*, 2022

Meredith Meade (Lafayette SD), 2023

Marina Ramos (John Swett USD), 2022

Mary Rocha (Antioch USD), 2022

Pauline Rivera Allred (Liberty Union HSD), 2022

Richard Severy (Moraga ESD), 2023

Subregion 7-B (Alameda)

James Aguilar (San Leandro USD), 2022
 Desrie Campbell (Fremont USD)*, 2023
 Dianne Jones (Fremont USD), 2023
 Lance Nishihira (New Haven USD), 2022
 Diana Prola (San Leandro USD), 2023
 Monique Tate (San Leandro USD), 2022
 Anne White (Livermore Valley Joint USD), 2022
 Gary Yee (Oakland USD)*, 2022
 Sara Prada (Hayward USD), 2023
 Clifford Thompson (Oakland USD)*, 2023

Region 7 County

Annette Lewis (Contra Costa COE), 2023

REGION 8 – 14 Delegates (12 elected/2 appointed*)

Director: Stephen Schluer (Manteca USD)

Subregion 8-A (San Joaquin)

Eric Duncan (Manteca USD), 2022
 Kathy Howe (Manteca USD), 2022
 Cecilia Mendez (Stockton USD)*, 2022
 George Neely (Lodi USD), 2023
 Christopher (Kit) Oase (Ripon USD), 2023
 Jenny Van De Pol (Lincoln USD), 2022
 Raymond C. Zulueta Jr. (Stockton USD)*, 2023

Subregion 8-B (Amador, Calaveras, Tuolumne)

Sherri Reusche (Calaveras USD), 2023

Subregion 8-C (Stanislaus)

Faye Lane (Ceres USD), 2022
 Cynthia (Cindi) Lindsey (Sylvan Union ESD), 2023
 Paul Wallace (Neman-Crows Landing USD), 2023

Subregion 8-D (Merced)

Jessee Espinosa (Merced City SD), 2023
 Vacant, 2022

Region 8 County

Juliana Feriani (Tuolumne COE), 2022

***Delegate-at-Large**

Cindy Marks (Modesto City Schools)

REGION 9 – 8 Delegates (8 elected)

Director: Tami Gunther (Atascadero USD)

Subregion 9-A (San Benito, Santa Cruz)

Phil Rodriguez (Soquel Union ESD), 2023
 Roger Snyder (Scotts Valley USD), 2022
 Deborah Tracy-Proulx (Santa Cruz City Schools), 2022

Subregion 9-B (Monterey)

Adrian Ayala (North Monterey County USD), 2022
 David Kong (Greenfield Union SD), 2023

Subregion 9-C (San Luis Obispo)

Mark Buchman (San Luis Coastal USD), 2022
 Vicki Meagher (Lucia Mar USD), 2023

Region 9 County

John McPherson (Monterey COE), 2023

***Delegate-at-Large**

Chris Ungar (San Luis Coastal USD)

REGION 10 – 14 Delegates (10 elected/4 appointed*)

Director: Kathy Spate (Caruthers USD)

Subregion 10-A (Madera, Mariposa)

Barbara Bigelow (Chawanakee USD), 2023

Subregion 10-B (Fresno)

Daniel Babshoff (Kerman USD), 2023
 Darrell Carter (Washington USD), 2022
 Phillip Cervantes (Central USD), 2022
 Naindeep Singh Chann (Central USD), 2023
 Gilbert Coelho (Firebaugh-Las Deltas USD), 2022
 Valerie Davis (Fresno USD)*, 2023
 David DeFrank (Clovis USD)*, 2023
 William (Bill) Johnson (Clay Jt. ESD), 2023
 Elizabeth Sandoval (Clovis USD)*, 2022
 Keshia Thomas (Fresno USD)*, 2022
 G. Brandon Vang (Sanger USD), 2023

Subregion 10-C (Kings)

Mark Pescatore (Lemoore Union ESD), 2022

Region 10 County

Marcy Masumoto (Fresno COE), 2022

REGION 11 – 9 Delegates (9 elected)

Director: Sabrena Rodriguez (Ventura USD)

Subregion 11-A (Santa Barbara)

Wendy Sims-Moten (Santa Barbara USD), 2022
 Luz Reyes-Martin (Goleta Union SD), 2023

Subregion 11-B (Ventura)

Matthew Almaraz (Ventura USD), 2023
 Darlene Bruno (Hueneme SD), 2022
 Efrain Cazares (Oceanview SD), 2022
 Debra Cordes (Oxnard SD), 2022
 Lauren Gill (Conejo Valley USD), 2022
 Jeri Mead (Santa Paula USD), 2023

Region 11 County

Rachel Ulrich (Ventura COE), 2023

REGION 12 – 13 Delegates (11 elected/2 appointed*)

Director: Bill Farris (Sierra Sands USD)

Subregion 12-A (Tulare)

Peter Lara (Porterville USD), 2022
 Felipe Martinez (Porterville USD), 2023
 Cathy Mederos (Tulare Joint Union HSD), 2023
 Vacant, 2022

Subregion 12-B (Kern)

Pamela (Pam) Baugher (Bakersfield City SD), 2023
 Cynthia Brakeman (Kern HSD)*, 2022
 Pamela Jacobsen (Standard SD), 2022
 Tim Johnson (Sierra Sands USD), 2023
 David Manriquez (Kern HSD)*, 2023
 Geri Rivera (Arvin Union SD), 2023
 Lillian Tafoya (Bakersfield City SD), 2022
 Keith Wolaridge (Panama-Buena Vista Union SD), 2023

Region 12 County

Vacant, 2022

REGION 15 – 24 Delegates (17 elected/7 appointed*)

Director: Meg Cutuli (Los Alamitos USD)

County: Orange

Alfonso Alvarez (Santa Ana USD)*, 2022
 Lauren Brooks (Irvine USD), 2022
 Carrie Buck (Placentia-Yorba Linda USD), 2022
 Judy Bullockus (Capistrano USD)*, 2023
 Bonnie Castrey (Huntington Beach Union HSD), 2023
 Lynn Davis (Tustin USD), 2022
 Jackie Filbeck (Anaheim ESD), 2023
 Carrie Flanders (Brea Olinda USD), 2023
 Karin Freeman (Placentia-Yorba Linda USD), 2023
 Ira Glasky (Irvine USD)*, 2022
 Diana Hill (Los Alamitos USD), 2023
 Al Jabbar (Anaheim Un. HSD), 2023
 Candice Kern (Cypress ESD), 2022
 Martha McNicholas (Capistrano USD)*, 2022
 Charlene Metoyer (Newport-Mesa USD), 2023
 Arturo Montez (Centralia ESD), 2023
 Theresa (Terri) Rocco (Garden Grove USD)*, 2023
 Lan Nguyen (Garden Grove USD)*, 2022
 Annemarie Randle-Trejo (Anaheim Union HSD), 2022
 Rigo Rodriguez (Santa Ana USD)*, 2023
 Michael Simons (Huntington Beach Union HSD), 2022
 Suzie Swartz (Saddleback Valley USD), 2023
 Sharon Wallin (Irvine USD), 2022

Region 15 County

Rebecca Gomez (Orange COE), 2023

***Delegates-at-Large**

Marilyn Buchi (Fullerton Joint Union HSD)
 Susan Henry (Huntington Beach Union HSD)

REGION 16 – 18 Delegates (14 elected/4 appointed*)

Director: Karen Gray (Silver Valley USD)

Subregion 16-A (Inyo)

Susan Patton (Lone Pine USD), 2023

Subregion 16-B (San Bernardino)

Joe Armendarez (Fontana USD)*, 2022
 Christina Cameron-Otero (Needles USD), 2022
 Tom Courtney (Lucerne Valley USD), 2023
 Barbara Dew (Victor Valley Union HSD), 2022
 Gwen Dowdy-Rodgers (San Bernardino City USD)*, 2023
 Barbara Flores (San Bernardino City USD), 2022
 Cindy Gardner (Rim of the World USD), 2022
 Shari Megaw (Chaffey Joint Union HSD), 2023
 James O'Neill, (Redlands USD), 2022
 Adam Perez (Fontana USD)*, 2023
 Wilson So (Apple Valley USD), 2022
 Gabriel Stine (Victor ESD), 2023
 Eric Swanson (Hesperia USD), 2023
 Mondy Taylor (Etiwanda SD), 2023
 Kathy Thompson (Central ESD), 2023
 Scott Wyatt (San Bernardino City USD)*, 2022

Region 16 County

Laura Mancha (San Bernardino COE), 2022

REGION 17 – 23 Delegates (17 elected/6 appointed*)

Director: Debra Schade (Solana Beach ESD)

County: San Diego

Richard Barrera (San Diego USD)*, 2023
 Sabrina Bazzo (San Diego USD)*, 2023
 Maria Betancourt-Castaneda (National SD), 2022
 Kate Bishop (Chula Vista ESD), 2023
 Leslie Bunker (Chula Vista ESD), 2023
 Eleanor Evans (Oceanside USD), 2022
 Humberto Gurmilan (San Ysidro SD), 2022
 Andrew Hayes (Lakeside Union SD), 2023
 Claudine Jones (Carlsbad USD), 2022
 Melissa Krogh (Warner USD), 2023
 Michael McQuary (San Diego USD)*, 2022
 Gee Wah Mok (Del Mar Union SD), 2022
 Tamara Otero (Cajon Valley Union SD), 2022
 Darshana Patel (Poway USD)*, 2023
 Dawn Perfect (Ramona USD), 2023
 Barbara Ryan (Santee SD), 2023
 Elva Salinas (Grossmont Union HSD), 2022
 Nicholas Segura (Sweetwater Union HSD)*, 2022
 Arturo Solis (Sweetwater Union HSD)*, 2023
 Marla Strich (Encinitas Union ESD), 2022
 Cipriano Vargas, (Vista USD), 2022
 Katrina Young (San Dieguito Union HSD), 2023

Region 17 County

Guadalupe Gonzalez (San Diego COE), 2023

REGION 18 – 21 Delegates (16 elected/5 appointed*)

Director: Wendy Jonathan (Desert Sands USD)

Subregion 18-A (Riverside)

Kathy Allavie (Riverside USD)*, 2023
 Heidi Matthies-Dodd (Lake Elsinore USD), 2022
 Angelov Farooq (Riverside USD)*, 2022
 Robert Garcia (Jurupa USD), 2023
 Madonna Gerrell (Palm Springs USD), 2023
 Virniecia Green-Jordan (Perris ESD), 2022
 Sandy Hinkson (Temecula Valley USD), 2023
 Cleveland Johnson (Moreno Valley USD)*, 2023
 Marla Kirkland (Val Verde USD), 2022
 Elizabeth Marroquin (Corona-Norco USD)*, 2022
 David Nelissen (Perris Union HSD), 2022
 Gerard Reller (Romoland ESD), 2023
 David Sanchez (Beaumont USD), 2022
 Victor Scavarda (Hemet USD), 2022
 Kris Thomasian (Murrieta Valley USD), 2023
 Lizeth Vega (Alvord USD), 2022
 Mary Ybarra (Corona-Norco USD)*, 2023

Subregion 18-B (Imperial)

Diahna Garcia-Ruiz (Central Union HSD), 2022
 Gil Rebollar (Brawley ESD), 2023
 Tony Sandoval (Heber ESD), 2023

Region 18 County

Victor Jaime (Imperial COE), 2022

***Delegate-at-Large**

Jesus Holguin (Moreno Valley USD)

REGION 20 – 12 Delegates (11 elected/1 appointed*)

Director: Albert Gonzalez (Santa Clara USD)

County: Santa Clara

Teresa Castellanos (San Jose USD)*, 2023
 Lorena Chavez (East Side Union HSD), 2022
 Danielle Cohen (Campbell Union SD), 2023
 Devon Conley (Mountain View Whisman SD), 2023
 Van Le (Eastside Union HSD), 2023
 Jodi Muirhead (Santa Clara USD), 2022
 Mary Patterson (Morgan Hill USD), 2022
 Andres Quintero (Alum Rock Union ESD), 2022
 George Sanchez (Franklin-McKinley ESD), 2023
 Bridget Watson (Sunnyvale SD), 2023
 Fiona Walter (Mountain View Los Altos HSD), 2023

Region 20 County

Rosemary Kamei (Santa Clara COE), 2022

REGION 21 – 7 Delegates (7 appointed*)

Director: Scott Schmerelson (Los Angeles USD)

County: Los Angeles

Mónica Garcia (Los Angeles USD)*, 2022
 Jackie Goldberg (Los Angeles USD)*, 2022
 Kelly Gonez (Los Angeles USD)*, 2022
 George McKenna (Los Angeles USD)*, 2022
 Nick Melvoin (Los Angeles USD)*, 2022
 Tanya Ortiz Franklin (Los Angeles USD)*, 2022

Region 21 County

Monte Perez (Los Angeles COE), *2022

REGION 22 – 6 Delegates (6 elected)

Director: Nancy Smith (Palmdale SD)

Los Angeles County: North Los Angeles

Julie Bookman (Eastside Union SD), 2022
 Steven DeMarzio (Westside Union ESD), 2022
 Keith Giles (Lancaster ESD), 2022
 Cherise Moore (William S. Hart Union HSD), 2023
 Christopher Trunkey (Saugus Union SD), 2023
 Sharon Vega (Palmdale ESD), 2023

REGION 23 – 11 Delegates (11 elected)

Director: Helen Hall (Walnut Valley USD)

Los Angeles County: San Gabriel Valley & East Los Angeles**Subregion 23-A**

Vacant, 2023
 Jennifer Freemon (Glendale USD), 2023
 Gregory Krikorian (Glendale USD), 2022
 Gary Scott (San Gabriel USD), 2022

Subregion 23-B

Florencio Briones (El Monte Union HSD), 2023
 Adam Carranza (Mountain View ESD), 2023
 Elizabeth Rivas (El Monte City SD), 2022

Subregion 23-C

Cory Ellenson (Glendora USD), 2022
 Steven Llanusa (Claremont USD), 2022
 Christina Lucero (Baldwin Park USD), 2023
 Eileen Miranda Jimenez (West Covina USD), 2023

December 9, 2021

REGION 24 – 14 Delegates (12 elected/2 Appointed*)

Director: Leighton Anderson (Whittier Union HSD)

Los Angeles County: Southwest Crescent

Jan Baird (South Whittier ESD), 2023
 Maggie Bove-LaMonica (Hermosa Beach City ESD), 2022
 Carolyn Castillo (El Rancho USD), 2023
 Diana Craighead (Long Beach USD)*, 2022
 Yesenia Cuarenta (Paramount USD), 2023
 Jennifer De Baca Sandoval (Whittier City ESD), 2023
 Jeremy Gerson (Torrance USD), 2022
 Sylvia Macias (South Whittier ESD), 2022
 Karen Morrison (Norwalk-La Mirada USD), 2022
 Harunobu (H. Ernie) Nishii (ABC USD), 2023
 Nicholas Otto (Long Beach USD)*, 2023
 Ann Phillips (Lawndale ESD), 2022
 Jorge Tirado (Norwalk-La Mirada USD), 2023
 Vacant, 2022

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish – Assistant Superintendent of Educational Services and Categorical Programs

DATE: December 9, 2021

RE: Approval of 2022 SSFUSD Summer School programs

SSFUSD will offer the following summer school programs:

- Extended School Year
- Pre-School Summer Program
- Elementary School Programs
- Middle School Programs
- High School Programs
- STEAM 3 - 8
- Seamless Summer Meal Program and National Breakfast Lunch Program

PRE-SCHOOL SUMMER PROGRAM

Extended School Year - 20 days

The Extended School Year Program is for special education students that need additional schooling as outlined by their IEP.

ELEMENTARY SUMMER PROGRAMS

Extended School Year - 20 days

The Extended School Year Program is for special education students that need additional schooling as outlined by their IEP.

Migrant Education - 20 days

A summer bridge program will be offered to elementary migrant education students. This program will focus on reinforcing literacy and math skills.

Big Lift Inspiring Summers - 25 days

First 5 of San Mateo and Silicon Valley Community Foundation have provided grant funding to support Kindergarten, 1st grade, 2nd grade and 3rd grade readiness programs.

Elementary STEAM Project Based Learning Program - 20 days

This program is for 3rd through 5th grade students to support learning in the curricular areas of Science Technology Engineering Arts Mathematics (STEAM) through project based learning lessons. Students will focus on building their 21st Century competencies: Communication, Critical Thinking, Creativity and Collaboration.

MIDDLE SCHOOL PROGRAMS

Extended School Year-20 days

The Extended School Year Program is for special education students that need additional schooling as outlined by their IEP.

Middle School STEAM Project Based Learning Program - 20 days

This program is for 6th through 8th grade students to support learning in the curricular areas of Science Technology Engineering Arts Mathematics (STEAM) through Project based learning lessons. Students will focus on building their 21st Century competencies: Communication, Critical Thinking, Creativity and Collaboration.

Math Intervention - 20 days

This math intervention program (Elevate) will provide 3rd through 8th grade students with support on critical Common Core mathematics skills and lessons which will motivate them as they prepare for the math pathway of their choice.

Math Enrichment - 20 days

The math enrichment program will provide students with additional skills and strategies in math that will provide a boost as they prepare to enter the Math Accelerated pathway.

Migrant Education – 20 days

A summer bridge program will be offered to elementary migrant education students. This program will focus on reinforcing literacy and math skills. Migrant education is funded with federal migrant education funds.

HIGH SCHOOL PROGRAMS

Non Graduation Seniors 15 days per session

This program is scheduled for two 3 sessions for seniors who lack five or ten credits toward graduation. Students will attend for three weeks for five units and six weeks for ten units.

Core Academic Summer School 15 days per session

This program will operate for two three week sessions and will provide students with the opportunity to make up subjects in the following core academic areas:

- English/Language Arts
- History/Social Science
- Science

- Mathematics
- Physical Education
- Health
- ELD classes

Migrant Education Program – 20 days

A summer bridge program will be offered to high school migrant education students. This program will focus on reinforcing literacy, math skills, STEAM, and/or College and Career.

Enrichment/Acceleration – 28 days

Students will need to meet eligibility and placement criteria for Geometry or Algebra II in order to be able to take these courses. The District will offer a limited number of sections (1-2) for each course.

FISCAL IMPLICATIONS:

SSFUSD will fund most of the 2022 Summer School Programs via the Expanded Learning Opportunity Grant.

The Big Lift Inspiring Summers will be funded by a First 5 and Silicon Valley Community Foundation grant.

The Migrant Education program will be funded with federal Migrant Education funds.

The District would like to continue its partnership with Young Audiences and we have allocated up to \$175,000 from the Expanded Learning Opportunity Grant to support Visual and Performing Arts education during our STEAM programs and other Summer School programs.

We are also exploring potential partnerships to provide before and after school care for students in the Big Lift and STEAM programs (3-5). We are allocating approximately \$50,000 for this service to be funded via the Expanded Learning Opportunity Grant.

At this time, we are allocating \$1,550,000 to support the 2022 Summer Programs. Please note the exact breakdown of each program is not available at this time.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the 2022 summer school programs as outlined above.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish, Assistant Superintendent of Educational Services and Categorical Programs

DATE: December 9, 2021

RE: Approval of Educator Effectiveness Block Grant for 2021-26

BACKGROUND:

SSFUSD was notified in late October 2021 that the District will receive approximately \$1,990,473 from the state of California for the Educator Effectiveness Block Grant.

All funds can be spent after the plan has been approved at a Board meeting. The District can use the money in the 2021-22, 2022-23, 2023-24, and 2025-26 fiscal years. All money must be spent by June 30, 2026.

Below is a list of 10 potential categories (or allowable uses) under the Educator Effectiveness Block Grant:

Below is a list of 10 potential categories (or allowable uses) under the Educator Effectiveness Block Grant:

1. Coaching and mentoring of staff serving in an instructional setting and beginning teacher or administrator induction, including, but not limited to, coaching and mentoring solutions that address a local need for teachers that can serve all pupil populations with a focus on retaining teachers, and offering structured feedback and coaching systems organized around social-emotional learning, including, but not limited to, promoting teacher self-awareness, self-management, social awareness, relationships, and responsible decision making skills, improving teacher attitudes and beliefs about one's self and others, and supporting learning communities for educators to engage in a meaningful classroom teaching experience.
2. Programs that lead to effective, standards-aligned instruction and improve instruction in literacy across all subject areas, including: English language

arts, history-social science, science, technology, engineering, mathematics, and computer science.

3. Practices and strategies that reengage pupils and lead to accelerated learning.
4. Strategies to implement social-emotional learning, trauma-informed practices, suicide prevention, access to mental health services, and other approaches that improve pupil well-being.
5. Practices to create a positive school climate, including, but not limited to: restorative justice; training around implicit bias; providing positive behavioral supports; multitiered systems of support; transforming a school site's culture to one that values diverse cultural and ethnic backgrounds; and preventing discrimination; harassment; bullying; and intimidation based on actual or perceived characteristics, including disability, gender, gender identity, gender expression, language, nationality, race or ethnicity, religion, or sexual orientation.
6. Strategies to improve inclusive practices, including, but not limited to: universal design for learning; best practices for early identification; and development of individualized education programs for individuals with exceptional needs.
7. Instruction and education to support implementing effective language acquisition programs for English Learners, which may include integrated language development within and across content areas, and building and strengthening capacity to increase bilingual and biliterate proficiency.
8. New professional learning networks for educators not already engaged in an education-related professional learning network to support the requirements of subdivision (c).
9. Instruction, education, and strategies to incorporate ethnic studies curricula adopted pursuant to *EC* Section 51226.7 into pupil instruction for grades 7 to 12, inclusive.
10. Instruction, education, and strategies for certificated and classified educators in early childhood education, or childhood development.

A public hearing was conducted at the November 18, 2021 Board meeting to allow the public to provide input on the draft of the plan. We received no input from any stakeholder during the public hearing.

FISCAL IMPLICATIONS:

SSFUSD will receive approximately \$1,990,473 from the State of California. The first allocation will occur in December 2021, which is approximately 80% of the District's total allocation.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the Educator Effectiveness Block Grant as submitted.

(1) Coaching and mentoring of staff serving in an instructional setting and beginning teacher or administrator induction, including, but not limited to, coaching and mentoring solutions that address a local need for teachers that can serve all pupil populations with a focus on retaining teachers, and offering structured feedback and coaching systems organized around social-emotional learning, including, but not limited to, promoting teacher self-awareness, self-management, social awareness, relationships, and responsible decision-making skills, improving teacher attitudes and beliefs about one's self and others, and supporting learning communities for educators to engage in a meaningful classroom teaching experience.	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026	Total
	0	15,000	15,000	15,000	15,000	60,000
	0	20,000	20,000	20,000	20,000	80,000
	0	25,000	25,000	25,000	25,000	100,000
	0	47,500	47,500	47,500	47,500	190,000
(2) Programs that lead to effective, standards-aligned instruction and improve instruction in literacy across all subject areas, including English language arts, history-social science, science, technology, engineering, mathematics, and computer science.	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026	
	0	120,000	120,000	0	0	240,000
	0	25,000	25,000	25,000	25,000	100,000
	0	25,000	25,000	25,000	25,000	100,000
	0	25,000	25,000	25,000	25,000	100,000
(3) Practices and strategies that reengage pupils and lead to accelerated learning.	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026	
	0	25,000	25,000	25,000	25,000	100,000
	0	25,000	25,000	25,000	25,000	100,000
	0	25,000	25,000	25,000	25,000	100,000
	0	25,000	25,000	25,000	25,000	100,000

(4) Strategies to implement social-emotional learning, trauma-informed practices, suicide prevention, access to mental health services, and other approaches that improve pupil well-being.	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026
	0	25,000	25,000	25,000	100,000
(5) Practices to create a positive school climate, including, but not limited to, restorative justice, training around implicit bias, providing positive behavioral supports, multitiered systems of support, transforming a school site's culture to one that values diverse cultural and ethnic backgrounds, and preventing discrimination, harassment, bullying, and intimidation based on actual or perceived characteristics, including disability, gender, gender identity, gender expression, language, nationality, race or ethnicity, religion, or sexual orientation.	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026
Fund a Multi Tiered Systems of Support Coordinator to develop the districts MTSS system of supports	0	0	160,000	160,000	480,000
Provide an allocation for professional learning opportunities to create a safe and positive school climate (Equity, restorative justice training, implicit bias, inclusion)	0	45,000	45,000	45,000	180,000
(6) Strategies to improve inclusive practices, including, but not limited to, universal design for learning, best practices for early identification, and development of individualized education programs for individuals with exceptional needs.	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026
Provide an allocation to provide professional learning for educators on universal design for learning	0	0	0	50,000	100,000
(7) Instruction and education to support implementing effective language acquisition programs for English learners, which may include integrated language development within and across content areas, and building and strengthening capacity to increase bilingual and biliterate proficiency.	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026

Provide an allocation for professional learning on implementing essential practices/instructional strategies (such as GLAD) for English learners	0	25,000	25,000	25,000	25,000	100,000
(8) New professional learning networks for educators not already engaged in an education-related professional learning network to support the requirements of subdivision (c).	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026	
Provide Professional learning network for educators on district priorities such as Grading for Equity, Diversity, Equity and Inclusion & Assessment Literacy)	0	25,000	25,000	25,000	25,000	100,000
(9) Instruction, education, and strategies to incorporate ethnic studies curricula adopted pursuant to Section 51226.7 into pupil instruction for grades 7 to 12, inclusive.	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026	
TOSA - HS - Social Science will lead the Ethnic Studies work for SSFUSD	0	0	0	0	0	0
(10) Instruction, education, and strategies for certificated and classified educators in early childhood education, or childhood development.	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026	
Provide an allocation for classified staff to participate in professional learning in order to support students academic, and socio - emotional well being	0	40,000	40,000	40,000	40,000	160,000
						1,990,000

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish, Assistant Superintendent of Educational Services and Categorical Programs

DATE: December 9, 2021

RE: Approval of Math Intervention at Skyline Elementary School

BACKGROUND:

Skyline Elementary School needs to provide Tier II intervention in math to address the disruption of learning during the pandemic and distant learning. We are focusing on supporting students to learn math skills not yet mastered. We would hire a qualified substitute teacher to support small group instruction and focus on teaching skills to master during the school day.

FISCAL IMPLICATIONS:

Skyline ES will spend \$35,133.00 for the remainder of the 2021-22 school year for this service. These services will be paid out of the At Risk Student Support fund (40%, 14,053.40) and ESSER III funds (60%, 21,079.80).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the hiring of a substitute teacher to provide Tier II math support for the amount of \$35,133.00.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish, Assistant Superintendent of Educational Services and Categorical Programs

DATE: December 9, 2021

RE: Approval of After School Academic Programs for 2021-22

BACKGROUND:

The purpose of this agreement is that the After School Academic Program (ASAP) through Daly City Partnership (DCP) Tutoring will provide live, interactive virtual academic intervention support through the remainder 2021-22 school year. The program will be held twice weekly, for one hour, in small groups. Family commitment to attendance will be required.

FISCAL IMPLICATIONS:

The total contract for the ASAP support program shall not exceed the cost of \$16,000 and will be paid using the site discretionary budget - 50% \$7,659 and the additional 50% from the EL Support budget, \$7659.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the agreement with ASAP through DCP at Skyline ES for the remainder of the 2021-22 school year for the total amount not to exceed \$16,000.

Consultant Services Agreement

The undersigned agrees to provide the following services to Skyline Elementary School in accordance with the terms and conditions listed below.

Nature of Services: Daly City Partnership Tutoring Program (see projected budget attached)

Date(s) of Service: From: October 2021 To: May 2022

Consultant Fee:

Total Fee: (_____ days at \$ _____ per day) \$

Estimated Expenses:

Travel Expenses: \$ _____

Per Diem (If Applicable): \$ _____

Secretarial/ Clerical: \$ _____

All Other: \$ _____

Total Expenses: \$ _____

Total Cost of Services (Not to Exceed): \$ **\$16,000.00**

Relationship to Parties – It is understood that this is an Agreement by and between Independent Contractors and is not intended to, and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association, or any other relationship whatsoever other than that of Independent Consultant.

Indemnification and Insurance – Consultant agrees to hold the Principal and School District harmless from any damage or injuries which occur to persons or property as a result of the Consultant's activities pursuant to this Agreement.

Non-Assignability – Consultant shall not assign this Agreement or any portion thereof to a third party without the prior written consent of the Principal; and any attempted assignment without such prior written consent in violation of this section automatically shall terminate this Agreement.

Acceptance – Payment to Consultant is contingent on approval by Principal, or her designee, of the service(s) provided by the Consultant.

Name: Daly City Partnership
/ Academic After School Programs
Address: 725 Price Street
City/State/Zip: Daly City, CA 94015

Social Security #: _____
DCP Representative: Catherine Mehrling
Signature: _____
Date: 10/26/2021

The Skyline Elementary School Principal, Ms. Daniel Libman, hereby agrees to employ the above-named Consultant under the terms stated.

Provide live, interactive virtual academic intervention support throughout the 2021-2022 school year, twice weekly for one hour, in small groups. Family commitment to attendance is required.

	Hourly Rate	Per Day	# Days	# Weeks	Subtotal	Payroll Fees	Subtotal	Admin*	Zoom / Cell / LiveScan & Supplies	Total Cost
Tutoring - College Student Tutor, 3+ yrs exp.- 4th & 5th grade Math	\$30.00	1.25	2.00	24.00	\$1,800.00	216.00	2016.00	321.15	125.00	\$2,462.15
Tutoring - College Student Tutor, 3+ yrs exp.- 4th & 5th grade Reading	\$40.00	1.25	2.00	24.00	\$2,400.00	288.00	2688.00	421.95	125.00	\$3,234.95
Tutoring - Experienced Tutor, 4+ yrs exp.- 3rd grade Writing	\$40.00	1.25	2.00	24.00	\$2,400.00	288.00	2688.00	403.20	125.00	\$3,216.20
Tutoring - Experienced Tutor, 4+ yrs exp.- 3rd grade Reading & Math	\$40.00	1.25	2.00	24.00	\$2,400.00	288.00	2688.00	403.20	125.00	\$3,216.20
Tutoring - Credentialed Teacher, 4+ yrs exp.- 2nd grade Reading	\$50.00	1.25	2.00	23.00	\$2,875.00	345.00	3220.00	483.00	125.00	\$3,828.00

Total \$15,957.50

The admin fee includes the following services:

- **Registration, enrollment coordination of students
- **Roster and attendance lists with follow up attendance communication with families
- **Maintaining tutor notes on each tutoring session
- **Outreach vet/hire, and onboard tutors as DCP employees
- **Instructor training, curriculum materials available, and on-site (or virtual) support
- **Provide tutors with DCP email address, cell phone reimbursement, & Zoom license
- **Transport materials and school supplies, including backpack to student's home
- **Pre and post data evaluations, teacher, instructor, and family surveys
- **Daily snack (on-site) and supply bin of materials
- **Instructor payroll hours, budgets monitored monthly
- **Coordination & Communication between JS, teacher, counselor (if appropriate) and family
- **Providing information about Daly City Partnership resources, services and events
- **Connection to and support of student's family with DCP services, if needed

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish, Assistant Superintendent of Educational Services and Categorical Programs

DATE: December 9, 2021

RE: Approval of Sports for Learning at Skyline Elementary School

BACKGROUND:

Skyline Elementary School has experienced a high level of emotional needs and playground injuries from students following a year of distant learning. Sports for Learning would provide lunch/recess and staff support using a near-peer mentorship model. College student coaches would deliver a blended Social Emotional Learning & Sports program to students during the recess periods three days a week. Some of the expected outcomes would include an increase in overall attendance, an increase in academic performance, a decrease in chronic absenteeism, fewer recess injuries, and more structured participation at recess.

Sport for Learning will provide a blended Social Emotional Learning (SEL) and Physical Education curriculum 3 days a week on Mondays, Wednesdays, and Fridays.

FISCAL IMPLICATIONS:

Skyline ES will spend \$32,490.00 for the remainder of the 2021-22 school year for this service. These services will be paid out of the Site Discretionary fund 070 (\$2,565) and the At Risk Student Support fund 180 (\$29,925).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the agreement with Sports for Learning at Skyline ES for the remainder of 2021-22, not to exceed the amount of \$32,490.00.



Sports For Learning Consultant Agreement

THIS AGREEMENT made and entered into by and between Sports For Learning, hereinafter referred to as the "Vendor/Consultant" and Los Cerritos Elementary School.

1. It is agreed that the Vendor/Consultant is acting in an independent status and not as an agent or employee of Los Cerritos Elementary School.
2. The Vendor/Consultant agrees to provide a Certificate of Liability Insurance coverage with the following minimum limits:

General Liability:	\$1,000,000 (per occurrence)
General Aggregate:	\$3,000,000 (annual)
Bodily Injury:	\$1,000,000 (per occurrence)
Personal Injury:	\$1,000,000 (per occurrence)
Property Damage:	\$100,000 (per occurrence)

3. Sports For Learning will provide our blended Social Emotional Learning (SEL) and Physical Education curriculum. Our program will support students with our SEL/PE Program on Mondays, Tuesdays, Thursdays and Fridays from 11:30am-2:50pm.
4. The parties enter into this agreement with the understanding that if, for any reason, Los Cerritos Elementary School wishes to terminate this agreement, it may do so and pay the Vendor/Consultant a prorated portion of the sum due based on work already satisfactorily completed.
5. The Vendor/Consultant will complete the criminal background check requirements of California Education Code Section 45125.1 for the school sites that it will work with in Los Cerritos Elementary School. None of the Sports For Learning employees that may come in contact with Los Cerritos Elementary School students have been convicted of a violent felony listed in California Penal Code Section 1192.7(c).
6. Vendor/Consultant agrees to defend, indemnify and hold harmless the Los Cerritos Elementary School, it's Board of Trustees, officers, agents, volunteers, and employees, individually and collectively, from and against all costs, losses, claims, demands, suits, actions, expenses, liability, damage, injury, payments and judgments, including legal and attorney fees, arising from personal or bodily injuries, property damage or otherwise, regardless of and however caused, brought or recovered against any of the above arising out of or incident to any alleged acts, negligence, omissions or willful misconduct of the Vendor/Consultant, its officials, officers, employees, agents, consultants and contractors arising out of or in connection with the performance of the Services and/or the Products or this Agreement, including without limitation the payment of all consequential damages and attorney fees and other related costs and expenses. Vendor/Consultant shall defend, at



Sports For Learning Consultant Agreement

Vendor/Consultant's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against the Academy, its directors, officials, officers, employees, agents or volunteers. Vendor/Consultant shall pay and satisfy any judgment, award or decree that may be rendered against the Academy or its directors, officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding resulting from services rendered by Vendor/Consultant. Vendor/Consultant shall reimburse Academy and its directors, officials, officers, employees, agents and volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Vendor/Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the Academy, its directors, officials, officers, employees, agents or volunteers.

7. Based on the number of students returning to school, Sports For Learning will increase or decrease their services at the request of Los Cerritos Elementary School. Sports For Learning will be given adequate notice from Los Cerritos Elementary School in order to scale their services and coaching staff up or down depending on what is needed. Implementation and overhead fees associated with this contract relating to recruitment, training and vetting are included. These fees are one-time only. Should there be any extension to this agreement, any overhead fees will be commensurate with the scope and staffing needs of the program.
8. Sports For Learning will only invoice Los Cerritos Elementary School for the services rendered each month.

The Los Cerritos Elementary School agrees to compensate the Vendor/Consultant for services rendered above in the total amount not to exceed \$73,055.

Los Cerritos Elementary School, 210 W Orange Ave, South San Francisco, CA 94080

Site/Facility Name & Address

December 12th, 2021 to May 26th of 2022

Event Date(s) and Times

IN WHITNESS WHEREOF, the parties hereto have executed this agreement on the date and year first above written, including (if applicable) the attached Addendum regarding scope of work to be performed.

Sports For Learning	4666 Cass Street, Unit 200
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Sports For Learning Consultant Agreement

Sports for Learning will provide a 33-week program at Los Cerritos Elementary School. Sports For Learning will place 2 staff member to deliver our program for 4 days per week per schedule provided. Below is a breakdown of the program:

Full Program Breakdown					
Sites	No. of Weeks	Days Per Week	Hours Per Day	Total Staff	Total Cost
1	20	4	3.33	2	\$73,055

This includes:

- Ability to switch/add remote or blended modalities as required
- Ability to pause or cancel the Sports for Learning Program

Operational Overview

- Dedicated Operations Manager and Regional Manager who have extensive experience with program management, recruitment, and administration.
- In-house recruitment specialists to ensure the hiring of high-caliber staff to act as our near-peer coaches/mentors.
- All staff are employees of Sports for Learning. Sports For Learning will operate as an independent contractor with the Academy.
- Necessary PPE to maintain the safety of coaches, students, faculty, and administration.
- All staff are trained on best practices for maintaining a safe work environment.
- Socially-distant, SEL-based physical programs with all required equipment.

Contact: Greg Eibell, greg@sportsforlearning.com (510) 387-4394



Sports For Learning Consultant Agreement

Company Name

Company Street Address

San Diego	CA	92109	323-484-2402
City	State	Zip Code	Phone Number

Greg Eibell Greg Eibell 11/09/2021
Legal Representative's Name (Print) Signature Date

I Certify allowing Sports For Learning to perform their services at Los Cerritos Elementary School

School: _____

Address: _____

Print Name: _____

Title: _____

Date: _____

Signature: _____

Program schedule

Schedule	Times	Hours Per Day	Days Per Weeks
Lunch/Recess & Staff Support Program	Monday, Tuesday, Thursday and Fridays, 11:30am - 2:50pm	3.33	4 Days/week

Expected Program Expenditure

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish, Assistant Superintendent of Educational Services and Categorical Programs

DATE: December 9, 2021

RE: Approval of Sports for Learning at Los Cerritos Elementary School

BACKGROUND:

Los Cerritos Elementary School has experienced a high level of emotional needs following a year of distant learning. Sports for Learning would provide a blended Social Emotional Learning (SEL) and PE curriculum to students during the recess periods. Some of the expected outcomes would include an increase in overall attendance, an increase in academic performance, a decrease in chronic absenteeism, fewer recess injuries, and more structured participation at recess.

Services will be provided 4 days a week on Monday, Tuesday, Thursday and Fridays, from 11:30 a.m. to 2:50 p.m.

FISCAL IMPLICATIONS:

Los Cerritos ES will spend \$73,055.00 for the remainder of the 2021-22 school year for this service. These services will be paid using Title I \$25,000, ESSER III \$45,055, and LCAP \$3,000.00 funds.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the agreement with Sports for Learning at Los Cerritos ES for the remainder of 2021-22, not to exceed the amount of \$73,055.00.



Sports For Learning Consultant Agreement

THIS AGREEMENT made and entered into by and between Sports For Learning, hereinafter referred to as the "Vendor/Consultant" and Los Cerritos Elementary School.

1. It is agreed that the Vendor/Consultant is acting in an independent status and not as an agent or employee of Los Cerritos Elementary School.
2. The Vendor/Consultant agrees to provide a Certificate of Liability Insurance coverage with the following minimum limits:

General Liability:	\$1,000,000 (per occurrence)
General Aggregate:	\$3,000,000 (annual)
Bodily Injury:	\$1,000,000 (per occurrence)
Personal Injury:	\$1,000,000 (per occurrence)
Property Damage:	\$100,000 (per occurrence)

3. Sports For Learning will provide our blended Social Emotional Learning (SEL) and Physical Education curriculum. Our program will support students with our SEL/PE Program on Mondays, Tuesdays, Thursdays and Fridays from 11:30am-2:50pm.
4. The parties enter into this agreement with the understanding that if, for any reason, Los Cerritos Elementary School wishes to terminate this agreement, it may do so and pay the Vendor/Consultant a prorated portion of the sum due based on work already satisfactorily completed.
5. The Vendor/Consultant will complete the criminal background check requirements of California Education Code Section 45125.1 for the school sites that it will work with in Los Cerritos Elementary School. None of the Sports For Learning employees that may come in contact with Los Cerritos Elementary School students have been convicted of a violent felony listed in California Penal Code Section 1192.7(c).
6. Vendor/Consultant agrees to defend, indemnify and hold harmless the Los Cerritos Elementary School, it's Board of Trustees, officers, agents, volunteers, and employees, individually and collectively, from and against all costs, losses, claims, demands, suits, actions, expenses, liability, damage, injury, payments and judgments, including legal and attorney fees, arising from personal or bodily injuries, property damage or otherwise, regardless of and however caused, brought or recovered against any of the above arising out of or incident to any alleged acts, negligence, omissions or willful misconduct of the Vendor/Consultant, its officials, officers, employees, agents, consultants and contractors arising out of or in connection with the performance of the Services and/or the Products or this Agreement, including without limitation the payment of all consequential damages and attorney fees and other related costs and expenses. Vendor/Consultant shall defend, at



Sports For Learning Consultant Agreement

Vendor/Consultant's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against the Academy, its directors, officials, officers, employees, agents or volunteers. Vendor/Consultant shall pay and satisfy any judgment, award or decree that may be rendered against the Academy or its directors, officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding resulting from services rendered by Vendor/Consultant. Vendor/Consultant shall reimburse Academy and its directors, officials, officers, employees, agents and volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Vendor/Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the Academy, its directors, officials, officers, employees, agents or volunteers.

7. Based on the number of students returning to school, Sports For Learning will increase or decrease their services at the request of Los Cerritos Elementary School. Sports For Learning will be given adequate notice from Los Cerritos Elementary School in order to scale their services and coaching staff up or down depending on what is needed. Implementation and overhead fees associated with this contract relating to recruitment, training and vetting are included. These fees are one-time only. Should there be any extension to this agreement, any overhead fees will be commensurate with the scope and staffing needs of the program.
8. Sports For Learning will only invoice Los Cerritos Elementary School for the services rendered each month.

The Los Cerritos Elementary School agrees to compensate the Vendor/Consultant for services rendered above in the total amount not to exceed \$73,055.

Los Cerritos Elementary School, 210 W Orange Ave, South San Francisco, CA 94080

Site/Facility Name & Address

December 12th, 2021 to May 26th of 2022

Event Date(s) and Times

IN WHITNESS WHEREOF, the parties hereto have executed this agreement on the date and year first above written, including (if applicable) the attached Addendum regarding scope of work to be performed.

Sports For Learning	4666 Cass Street, Unit 200
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Sports For Learning Consultant Agreement

Sports for Learning will provide a 33-week program at Los Cerritos Elementary School. Sports For Learning will place 2 staff member to deliver our program for 4 days per week per schedule provided. Below is a breakdown of the program:

Full Program Breakdown					
Sites	No. of Weeks	Days Per Week	Hours Per Day	Total Staff	Total Cost
1	20	4	3.33	2	\$73,055

This includes:

- Ability to switch/add remote or blended modalities as required
- Ability to pause or cancel the Sports for Learning Program

Operational Overview

- Dedicated Operations Manager and Regional Manager who have extensive experience with program management, recruitment, and administration.
- In-house recruitment specialists to ensure the hiring of high-caliber staff to act as our near-peer coaches/mentors.
- All staff are employees of Sports for Learning. Sports For Learning will operate as an independent contractor with the Academy.
- Necessary PPE to maintain the safety of coaches, students, faculty, and administration.
- All staff are trained on best practices for maintaining a safe work environment.
- Socially-distant, SEL-based physical programs with all required equipment.

Contact: Greg Eibell, greg@sportsforlearning.com (510) 387-4394



Sports For Learning Consultant Agreement

Company Name

Company Street Address

San Diego	CA	92109	323-484-2402
City	State	Zip Code	Phone Number

Greg Eibell Greg Eibell 11/09/2021
Legal Representative's Name (Print) Signature Date

I Certify allowing Sports For Learning to perform their services at Los Cerritos Elementary School

School: _____

Address: _____

Print Name: _____

Title: _____

Date: _____

Signature: _____

Program schedule

Schedule	Times	Hours Per Day	Days Per Weeks
Lunch/Recess & Staff Support Program	Monday, Tuesday, Thursday and Fridays, 11:30am - 2:50pm	3.33	4 Days/week

Expected Program Expenditure

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish, Assistant Superintendent of Educational Services and Categorical Programs

DATE: December 9, 2021

RE: Approval of Sports for Learning at Martin Elementary School

BACKGROUND:

Martin Elementary School expects this service will help increase attendance and reduce conflicts in the play yard during lunch recess. The goal is that students will want to attend school on a more consistent basis. We have seen an increase in student referrals as well as injuries. Sports for Learning will provide 2 staff members to support, through a blended Social Emotional Learning, for 3 hours a day, 3 times a week.

FISCAL IMPLICATIONS:

Martin ES will spend \$35,910.00 for the remainder of the 2021-22 school year for this service. These services will be paid using the ESSER III funds.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the agreement with Sports for Learning at Martin ES for the remainder of 2021-22, not to exceed the amount of \$35,910.00.



Sports For Learning Consultant Agreement

THIS AGREEMENT made and entered into by and between Sports For Learning, hereinafter referred to as the "Vendor/Consultant" and Martin Elementary School.

1. It is agreed that the Vendor/Consultant is acting in an independent status and not as an agent or employee of Martin Elementary School.
2. The Vendor/Consultant agrees to provide a Certificate of Liability Insurance coverage with the following minimum limits:

General Liability:	\$1,000,000 (per occurrence)
General Aggregate:	\$3,000,000 (annual)
Bodily Injury:	\$1,000,000 (per occurrence)
Personal Injury:	\$1,000,000 (per occurrence)
Property Damage:	\$100,000 (per occurrence)

3. Sports For Learning will provide our blended Social Emotional Learning (SEL) and Physical Education curriculum. Our program will support students with our SEL/PE Program on Mondays, Wednesdays, and Fridays from 9:45am-1:15pm.
4. The parties enter into this agreement with the understanding that if, for any reason, Martin Elementary School wishes to terminate this agreement, it may do so and pay the Vendor/Consultant a prorated portion of the sum due based on work already satisfactorily completed.
5. The Vendor/Consultant will complete the criminal background check requirements of California Education Code Section 45125.1 for the school sites that it will work with in Martin Elementary School. None of the Sports For Learning employees that may come in contact with Martin Elementary School students have been convicted of a violent felony listed in California Penal Code Section 1192.7(c).
6. Vendor/Consultant agrees to defend, indemnify and hold harmless the Martin Elementary School, it's Board of Trustees, officers, agents, volunteers, and employees, individually and collectively, from and against all costs, losses, claims, demands, suits, actions, expenses, liability, damage, injury, payments and judgments, including legal and attorney fees, arising from personal or bodily injuries, property damage or otherwise, regardless of and however caused, brought or recovered against any of the above arising out of or incident to any alleged acts, negligence, omissions or willful misconduct of the Vendor/Consultant, its officials, officers, employees, agents, consultants and contractors arising out of or in connection with the performance of the Services and/or the Products or this Agreement, including without limitation the payment of all consequential damages and attorney fees and



Sports For Learning Consultant Agreement

other related costs and expenses. Vendor/Consultant shall defend, at Vendor/Consultant's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against the Academy, its directors, officials, officers, employees, agents or volunteers. Vendor/Consultant shall pay and satisfy any judgment, award or decree that may be rendered against the Academy or its directors, officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding resulting from services rendered by Vendor/Consultant. Vendor/Consultant shall reimburse Academy and its directors, officials, officers, employees, agents and volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Vendor/Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the Academy, its directors, officials, officers, employees, agents or volunteers.

7. Based on the number of students returning to school, Sports For Learning will increase or decrease their services at the request of Martin Elementary School. Sports For Learning will be given adequate notice from Martin Elementary School in order to scale their services and coaching staff up or down depending on what is needed. Implementation and overhead fees associated with this contract relating to recruitment, training and vetting are included. These fees are one-time only. Should there be any extension to this agreement, any overhead fees will be commensurate with the scope and staffing needs of the program.
8. Sports For Learning will only invoice Martin Elementary School for the services rendered each month.

The Martin Elementary School agrees to compensate the Vendor/Consultant for services rendered above in the total amount not to exceed \$35,910.

Martin Elementary School, 210 W Orange Ave, South San Francisco, CA 94080

Site/Facility Name & Address

December 12th, 2021 to May 26th of 2022

Event Date(s) and Times

IN WHITNESS WHEREOF, the parties hereto have executed this agreement on the date and year first above written, including (if applicable) the attached Addendum regarding scope of work to be performed.



Sports For Learning Consultant Agreement

Expected Program Expenditure

Sports for Learning will provide a 18-week program at Martin Elementary School. Sports For Learning will place 2 staff member to deliver our program for 3 days per week per schedule provided.

Below is a breakdown of the program:

Full Program Breakdown					
Sites	No. of Weeks	Days Per Week	Hours Per Day	Total Staff	Total Cost
1	18	3	3.50	2	\$35,910

This includes:

- Ability to switch/add remote or blended modalities as required
- Ability to pause or cancel the Sports for Learning Program

Operational Overview

- Dedicated Operations Manager and Regional Manager who have extensive experience with program management, recruitment, and administration.
- In-house recruitment specialists to ensure the hiring of high-caliber staff to act as our near-peer coaches/mentors.
- All staff are employees of Sports for Learning. Sports For Learning will operate as an independent contractor with the Academy.
- Necessary PPE to maintain the safety of coaches, students, faculty, and administration.
- All staff are trained on best practices for maintaining a safe work environment.
- Socially-distant, SEL-based physical programs with all required equipment.

Contact: Greg Eibell, greg@sportsforlearning.com (510) 387-4394



Sports For Learning Consultant Agreement

Sports For Learning		4666 Cass Street, Unit 200	
Company Name		Company Street Address	
San Diego	CA	92109	323-484-2402
City	State	Zip Code	Phone Number

Greg Eibell Greg Eibell 11/10/2021
Legal Representative's Name (Print) Signature Date

I Certify allowing Sports For Learning to perform their services at Martin Elementary School

School: _____

Address: _____

Print Name: _____

Title: _____

Date: _____

Signature: _____

Program schedule

Schedule	Times	Hours Per Day	Days Per Weeks
Lunch/Recess & Staff Support Program	Monday, Wednesday, and Fridays, 9:45am - 1:15pm	3.50	3 Days/week

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish, Assistant Superintendent of Educational Services and Categorical Programs
Sabrina Yacoub, Director Pupil Personnel, Special Education

DATE: December 9, 2021

RE: Approval of ISA (Individual Service Agreement) with Non-Public Schools (NPS)

BACKGROUND:

Since the start of this school year, we have found two additional students that require outside of District placements in addition to the listings approved by the Board on June 24, 2021 and November 18, 2021. The two additional NPS are as follows:

- Spectrum, Pacifica - SSFUSD currently has no internal program
- Spectrum, San Jose - SSFUSD had no room in internal programs at time of IEP meeting

FISCAL IMPLICATIONS:

Total estimated maximum cost for these two NPS contracts is \$220,000.

<u>NPS</u>	<u>Cost per year</u>
Spectrum, San Jose	\$110,000
Spectrum, Pacifica	\$110,000
Estimated Total	\$220,000

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve these ISAs (Individual Service Agreements) in order to fulfil Individualized Education Plan (IEP) service agreements for the remainder of the 2021-22 school year, in the additional amount of approximately \$220,000.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish, Assistant Superintendent of Educational Services and
Categorical Programs

Sabrina Yacoub, Director Pupil Personnel, Special Education

DATE: December 9, 2021

RE: Approval of PSA (Professional Service Agreement) with Non-Public
Agency (NPA)

BACKGROUND:

The District currently works with Welldom NPA which has an MOU (Memorandum of Understanding) with our SELPA for related service providers. We typically work through that contract in coordination with Individual Service Agreements (ISA) to contract for needed providers.

In this case, Welldom provides us with our physical therapy needs, and has historically found staff to help with our speech and language needs. In this case, we want to work with them to help provide specialized paraprofessional staff for students with mobility needs who they serve and who require adult support throughout their day.

Because the MOU with our SELPA only includes related service providers, we are setting up a professional service agreement (PSA) in order to move forward with them providing us with this specialized staff to meet student and IEP needs. They have one para who is able to start immediately, and we would like to contract for up to two (2) more paraprofessionals with this contract.

FISCAL IMPLICATIONS:

\$45/hour, 5 days a week during school hours. Approximately \$45,000.00 per paraprofessional per year.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve this Professional Service Agreement (PSA) in order to fulfil Individualized Education Plan (IEP) service agreements per the MOU.

PROFESSIONAL SERVICES AGREEMENT

2021-2022

This Agreement is entered into between Welldom NPA (CONTRACTOR) and South San Francisco Unified School District (District). DISTRICT is authorized by Government Code Section 53060 to contract for the furnishing of special services and advice in financial, economic, accounting, engineering, legal, and administrative matters with persons specially trained, experienced, and competent to perform such services. CONTRACTOR warrants it is specially trained, experienced, and competent to provide such services. The parties agree as follows:

1. **Services:** CONTRACTOR shall provide the services ("Services" or "Work") as described in **Exhibit "A,"** attached hereto and incorporated herein by reference.
2. **Terms:** The term of this agreement shall be July 1, 2021 or the day immediately following approval by the Board of Education to June 30, 2022.
3. **Compensation:** DISTRICT agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement. The compensation under this Contract shall not exceed **\$150,000** Dollars per fiscal year, at an hourly billing rate not to exceed as agreed in Exhibit A per hour. This sum shall be for full performance of this Agreement and includes all fees, costs, and expenses incurred by Contractor including, but not limited to, labor, materials, taxes, profit, overhead, travel, insurance, subcontractor costs, and other costs.

If CONTRACTOR will be compensated hourly for services provided under this Contract, CONTRACTOR shall describe in Exhibit "A," attached hereto, the specific scope of services to be delivered on an hourly basis to DISTRICT.

DISTRICT shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for DISTRICT, except as follows:

Payment for Work shall be made for all undisputed amounts in monthly installment payments within forty-five (45) days after CONTRACTOR submits an invoice to DISTRICT for Work actually completed and after DISTRICT's written approval of the Work, or the portion of the Work for which payment is to be made.

The granting of any payment by DISTRICT, or the receipt thereof by CONTRACTOR, shall in no way lessen the liability of CONTRACTOR to correct unsatisfactory work, although the unsatisfactory character of that work may not have been apparent or detected at the time a payment was made. Work, which does not conform to the requirements of this Agreement, may be rejected by DISTRICT and in that case must be replaced by CONTRACTOR without delay.

4. **Equipment and Materials:** CONTRACTOR shall provide all equipment, materials, and supplies necessary for the performance of this Agreement *except:* **[NONE]**, which shall not exceed a total cost of **[REDACTED]**.
5. **CONTRACTOR Qualifications / Performance of Services:**

CONTRACTOR Qualifications: CONTRACTOR warrants it is specially trained, experienced, competent and fully licensed to provide the Services required by this Agreement in conformity with the laws and regulations of the State of California, the United States of America, and all local laws, ordinances and/or regulations, as they may apply.

Standard of Care: CONTRACTOR warrants that CONTRACTOR has the qualifications and ability to perform the Services in a professional manner, without the advice, control, or supervision of DISTRICT. CONTRACTOR's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its profession for services to California school districts.

6. **Invoicing:** Invoices furnished by CONTRACTOR under this Agreement must be in a form acceptable to DISTRICT. All amounts paid by DISTRICT shall be subject to audit by DISTRICT. Invoices shall include, but not be limited to: Contractor name, Contractor address, invoice date, invoice number, purchase order number, name of school or department service was provided to, period of service, name of the person performing the service, date service was rendered, brief description of services provided, number of hours of service, hourly rate, total payment requested.
7. **Notices:** All notices and invoices provided for under this Agreement shall be in writing and either personally delivered during normal business hours or sent by U.S. Mail (certified, return receipt requested) with postage prepaid to the other party at the address set forth below:

DISTRICT Representative:

Name: Sabrina Yacoub

Site /Dept.: Special Education

Address: 398 B Street, SSF, CA 94080

Phone: (650) – 877-8700

Email: syacoub@ssfusd.org

CONTRACTOR:

Name: _____

Title: .: _____

Address: _____

Phone: _____

Email: _____

Notice shall be effective when received if personally served or, if mailed, three (3) calendar days after mailing. Either party must give written notice of a change of address.

8. **Status of Contractor:** This is not an employment contract. CONTRACTOR, in the performance of this Agreement, shall be and act as an independent contractor. CONTRACTOR understands and agrees that it and all of its employees, agents, volunteers, consultants and subcontractors shall not be considered officers, employees, agents, partners, or joint ventures of DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONTRACTOR shall assume full responsibility for payment of all Federal, State, and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, DISTRICT being interested only in the results obtained.

9. **Insurance:**

a. CONTRACTOR shall procure the following insurance:

- i. If CONTRACTOR employs any person to perform work in connection with this Agreement, CONTRACTOR shall procure and maintain at all times during the performance of such work, Workers' Compensation Insurance in conformance with the laws of the State of California and Federal laws when applicable. Employers' Liability Insurance shall not be less than One Million Dollars (\$1,000,000) per accident or disease.

Check one of the boxes below:

☐ CONTRACTOR is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and will comply with such provisions before commencing the performance of the Work of this Contract.

☐ CONTRACTOR does not employ anyone in the manner subject to the workers' compensation laws of California.

- ii. CONTRACTOR shall maintain Commercial General Liability insurance, including automobile coverage, with limits of at least One Million Dollars (\$2,000,000) per occurrence for corporal punishment, sexual misconduct, harassment, bodily injury and property damage. The coverage shall be primary as to DISTRICT and shall name DISTRICT as an additional insured. Evidence of insurance must be attached. Endorsement of DISTRICT as an additional insured shall not affect DISTRICT's rights to any claim, demand, suit or judgment made, brought or recovered against CONTRACTOR. The policy shall protect CONTRACTOR and DISTRICT in the same manner as though each were separately issued. Nothing in said policy shall operate to increase the Insurer's liability as set forth in the policy beyond the amount or amounts shown or to which the Insurer would have been liable if only one interest were named as an insured.

- iii. If CONTRACTOR is offering DISTRICT professional advice under this Contract, CONTRACTOR shall maintain Errors and Omissions insurance or Professional Liability insurance with coverage limits of One Million Dollars (\$1,000,000) per claim and Two Million Dollars (\$2,000,000) in aggregate..

10. **Licenses and Permits:** CONTRACTOR, its employees, consultants and agents shall obtain and keep in force all licenses, permits, and certificates necessary for the performance of this Agreement. DISTRICT has no obligation to pay for any hours of service during which any required credentials, licenses or permits are expired, lapsed, or otherwise not in effect.

11. **Assignment:** The obligations of CONTRACTOR under this Agreement shall not be assigned by CONTRACTOR without the express prior written consent of DISTRICT.

December 9, 2021

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12. **Non-Discrimination:** It is the policy of DISTRICT that in connection with all work performed under Contracts there be no discrimination because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age; therefore, CONTRACTOR agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and DISTRICT policy. In addition, CONTRACTOR agrees to require like compliance by all its subcontractor(s). CONTRACTOR shall not engage in unlawful discrimination in employment on the basis of actual or perceived; race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex, sexual orientation, or other legally protected class.
13. **Drug-Free / Smoke Free Policy:** No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on DISTRICT property. No students, staff, visitors, CONTRACTORS, or subcontractors are to use controlled substances, alcohol or tobacco on these sites.
14. **Indemnification:** CONTRACTOR shall indemnify and hold DISTRICT and its respective Board Members, administrators, employees, agents, attorneys, volunteers, and subcontractors ("DISTRICT Indemnitees") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of this Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by the negligent or willful act or omission of CONTRACTOR, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding DISTRICT Indemnitees). The duty and obligation to defend shall arise immediately upon tender of a claim or lawsuit to the CONTRACTOR.

DISTRICT also shall indemnify and hold CONTRACTOR and its Board Members, administrators, employees, agents, consultants, attorneys, and subcontractors ("CONTRACTOR Indemnitees") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of this Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by the negligent or willful act or omission of DISTRICT, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding CONTRACTOR and/or any CONTRACTOR Indemnitees). This provision survives termination of this Agreement.

15. **Compliance with Laws, Statutes, Regulations:** CONTRACTOR shall comply with all applicable federal, state, and local statutes, laws, ordinances, rules, policies and regulations. CONTRACTOR shall also comply with all applicable District policies and procedures unless, taking into consideration all of the surrounding facts and circumstances, a policy or policies or a portion of a policy does not reasonably apply to CONTRACTOR. CONTRACTOR hereby acknowledges and agrees that it accepts all risks and responsibilities for its failure to comply with District policies and shall indemnify District under the provisions of Section 14 of this Agreement for all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of the failure of CONTRACTOR, its employees, consultants or agents to comply with applicable DISTRICT policies (e.g., those policies relating to the provision of special education and/or related services, facilities for individuals with exceptional needs, student enrollment and transfer, student inactive status, corporal punishment, student discipline, and positive behavior interventions).

CONTRACTOR acknowledges and understands that DISTRICT may report to the California Department of Education ("CDE") any violations of the provisions of this Professional Services Agreement and that this may result in the suspension and/or revocation of CDE nonpublic school/agency certification, pursuant to California Education Code section 56366.4(a).

16. **Copyright/Trademark/Patent/Ownership:** CONTRACTOR understands and agrees that all matters produced under this Agreement shall become the property of DISTRICT and cannot be used without DISTRICT's express written permission. DISTRICT shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark, and/or patent of said matter in the name of DISTRICT. CONTRACTOR consents to use of CONTRACTOR's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium. These matters include, without limitation, drawings, plans, specifications, studies, reports, memoranda, computation sheets, the contents of computer diskettes, artwork, copy, posters, billboards, photographs, videotapes, audiotapes, systems designs, software, reports, diagrams, surveys, source codes or any other original works of authorship, or other documents prepared by CONTRACTOR or its Sub-CONTRACTORS in connection with the Services performed under this Agreement. All works shall be works for hire as defined under Title 17 of the United States Code, and all copyrights in those works are the property of DISTRICT.
17. **Waiver:** No delay or omission by either party in exercising any right under this Agreement shall operate as a waiver of that or any other right or prevent a similar subsequent act from constituting a violation of the Agreement.
18. **Termination:** DISTRICT may at any time terminate this Agreement upon 30 days prior written notice to CONTRACTOR. DISTRICT shall compensate CONTRACTOR for services satisfactorily provided through the date of termination. In addition, DISTRICT may terminate this Agreement for cause should CONTRACTOR fail to perform any part of this Agreement. In the event of termination for cause, DISTRICT may secure the required services from another contractor. If the cost to DISTRICT exceeds the cost of providing the services pursuant to this Agreement, CONTRACTOR shall pay the additional cost.

19. **Conduct of CONTRACTOR:** By signing this Agreement, CONTRACTOR certifies compliance with the following requirements and will provide DISTRICT with evidence of staff qualifications, which include:
- a. **Tuberculosis Screening:** CONTRACTOR is required to screen employees who will be working at DISTRICT sites for more than six hours. CONTRACTOR affirms that each employee has current proof of negative TB risk assessment testing on file consistent with Education Code section 49406.
 - b. **Fingerprinting of Employees and Agents.** The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to CONTRACTOR's services under this Agreement and CONTRACTOR certifies its compliance with these provisions as follows: "CONTRACTOR certifies that CONTRACTOR has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all CONTRACTOR's employees, subcontractors, agents, and subcontractors' employees or agents ("Employees") regardless of whether those Employees are paid or unpaid, concurrently employed by DISTRICT, or acting as independent contractors of CONTRACTOR, who may have contact with DISTRICT pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. CONTRACTOR further certifies that it has received and reviewed fingerprint results for each of its Employees and CONTRACTOR has requested and reviews subsequent arrest records for all Employees who may come into contact with DISTRICT pupils in providing services to the DISTRICT under this Agreement."

In the event that DISTRICT, in its sole discretion, at any time during the term of this Agreement, desires the removal of any CONTRACTOR-related persons, employee, representative or agent from an DISTRICT school site and/or property, CONTRACTOR shall immediately, upon receiving notice from DISTRICT of such desire, cause the removal of such person or persons.

20. **No Rights in Third Parties:** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
21. **DISTRICT's Evaluation of CONTRACTOR and CONTRACTOR's Employees and/or Subcontractors.** DISTRICT may evaluate CONTRACTOR's work in any way that DISTRICT is entitled to do so pursuant to applicable law. The DISTRICT's evaluation may include, without limitation:
- a. Requesting that DISTRICT employee(s) evaluate the CONTRACTOR and the CONTRACTOR's employees and subcontractors and each of their performance.
 - b. Announced and unannounced observance of CONTRACTOR, CONTRACTOR's employee(s), and/or subcontractor(s).
22. **Limitation of DISTRICT Liability:** Other than as provided in this Agreement, DISTRICT's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall DISTRICT be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of, or in connection with, this Agreement for the services performed in connection with this Agreement.
23. **Non-Solicitation of CONTRACTOR Employees:** DISTRICT agrees not to solicit for hire any employee of CONTRACTOR placed in DISTRICT schools and/or programs pursuant to this Agreement ("Consultant") for a period of twelve (12) calendar months following the last date of that Consultant's paid services to the DISTRICT. Notwithstanding the foregoing, after a Consultant completes one (1) full billable school year with the DISTRICT pursuant to this Agreement, the DISTRICT may hire the Consultant as an employee of the DISTRICT subject to payment of a referral fee to CONTRACTOR. This fee shall be agreed upon in writing between the DISTRICT and the CONTRACTOR.
24. **Confidentiality:** CONTRACTOR and all CONTRACTOR's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. CONTRACTOR understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement. Contractors will be permitted access to student data only where permissible under state and federal law and only after executing DISTRICT's Confidentiality Agreement Regarding Student Data.
25. **Conflict of Interest:** CONTRACTOR shall abide by and be subject to all applicable, regulations, statutes or other laws regarding conflict of interest. CONTRACTOR shall not hire any officer or employee of DISTRICT to perform any service by this Agreement without the prior approval of DISTRICT Human Resources.

CONTRACTOR affirms to the best of his/her/its knowledge, there exists no actual or potential conflict of interest between CONTRACTOR's family, business or financial interest and the services provided under this Agreement, and in the event of

change in either private interest or services under this Agreement, any question regarding possible conflict of interest which may arise as a result of such change will be brought to DISTRICT's attention in writing.

Through its execution of this Agreement, CONTRACTOR acknowledges that it is familiar with the provisions of section 1090 *et seq.* and section 87100 *et seq.* of the Government Code of the State of California, and certifies that it does not know of any facts which constitute a violation of said provisions. In the event CONTRACTOR receives any information subsequent to execution of this Agreement which might constitute a violation of said provisions, CONTRACTOR agrees it shall notify DISTRICT in writing.

26. **Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion:** CONTRACTOR certifies to the best of his/her/its knowledge and belief, that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency according to Federal Acquisition Regulation Subpart 9.4, and by signing this contract, certifies that this vendor does not appear on the Excluded Parties List (<https://www.sam.gov/>).
27. **Litigation:** This Agreement shall be performed in South San Francisco, California and is governed by the laws of the State of California, but without resort to California's principles and laws regarding conflict of laws. The San Mateo County Superior Court shall have jurisdiction over any litigation initiated to enforce or interpret this Agreement.
28. **Incorporation of Recitals and Exhibits:** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference. CONTRACTOR agrees that to the extent any recital or document incorporated herein conflicts with any term or provision of this Professional Services Contract, the terms and provisions of this Professional Services Contract shall govern.
29. **Integration/Entire Agreement of Parties:** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.
30. **Counterparts:** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.
31. **Signature Authority:** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been given the proper authority and empowered to enter into this Agreement.
32. **Contract Contingent on Governing Board Approval:** DISTRICT shall not be bound by the terms of this Agreement until it has been formally approved by DISTRICT's Governing Board, and no payment shall be owed or made to CONTRACTOR absent that formal approval. This Agreement shall be deemed approved when it has been signed by the Board of Education, and/or the Superintendent as its designee.
33. **W-9 Form:** If CONTRACTOR is doing business with DISTRICT for the first time, complete and return with the signed Contract the W-9 form.
34. **Contract Publicly Posted:** This Agreement, its contents, and all incorporated documents are public documents and will be made available by DISTRICT to the public online via the Internet.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

CONTRACTOR

Signature_____
Ted O
Printed Name_____
Assistant Superintendent of Business Services
Title_____
Date_____
Signature_____
Printed Name_____
Title_____
Date

December 9, 2021

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EXHIBIT "A" SCOPE OF WORK

[IF A CONTRACTOR PROVIDES AN ACCEPTABLE DESCRIPTION OF SERVICES AS PART OF A PROPOSAL, THAT DESCRIPTION OF SERVICES MAY BE ATTACHED WITHOUT ANY TERMS, CONDITIONS, LIMITATIONS, ETC., FROM THAT PROPOSAL.]

Welldom will work to help fill paraeducator vacancies by providing paraprofessional help for students with physical therapy needs at the rate of \$45 dollars per hour, 5 days a week during school hours.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Jay Spaulding, Ed. D., Assistant Superintendent, Human Resources and Student Services

DATE: December 9, 2021

RE: Approval of Juneteenth National Independence Day as a District-observed Holiday

BACKGROUND:

On Thursday, June 17, 2021, President Joseph Biden signed S. 475, the "Juneteenth National Independence Day Act," which designates Juneteenth National Independence Day as a legal public holiday. This holiday recognizes the end of slavery in the United States.

FISCAL IMPLICATIONS:

It is estimated that the ongoing cost will be approximately \$8,000 per year.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the addition of Juneteenth National Independence Day as a District-observed holiday.

Public Law 117-17
117th Congress

An Act

To amend title 5, United States Code, to designate Juneteenth National Independence Day as a legal public holiday.

June 17, 2021
[S. 475]

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled,

SECTION 1. SHORT TITLE.

This Act may be cited as the “Juneteenth National Independence Day Act”.

Juneteenth
National
Independence
Day Act.
5 USC 101 note.

SEC. 2. JUNETEENTH NATIONAL INDEPENDENCE DAY AS A LEGAL PUBLIC HOLIDAY.

Section 6103(a) of title 5, United States Code, is amended by inserting after the item relating to Memorial Day the following: “Juneteenth National Independence Day, June 19.”

Approved June 17, 2021.

LEGISLATIVE HISTORY—S. 475:

CONGRESSIONAL RECORD, Vol. 167 (2021):

June 15, considered and passed Senate.

June 16, considered and passed House.

DAILY COMPILATION OF PRESIDENTIAL DOCUMENTS (2021):

June 17, Presidential remarks.

○

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Jay Spaulding, Ed. D., Assistant Superintendent, Human Resources and Student Services

DATE: December 9, 2021

RE: Approval of Minimum Wage Increase to \$15.80 per hour

BACKGROUND:

On April 4, 2016, Governor Brown signed into law Senate Bill 3 mandating minimum wage increase for the State of California. The law increased the minimum wage for businesses with 26 or more employees to \$10.50 per hour on January 1, 2017. The minimum wage increased to \$11.00 per hour on January 1, 2018, \$12.00 per hour on January 1, 2019, \$13.00 per hour on January 1, 2020, and \$15 per hour on January 1, 2022.

On March 12, 2020, the Board of Trustees took action to raising the minimum wage in the South San Francisco Unified School District from \$13.00 per hour to \$15.00 per hour. The City of South San Francisco recently took action to increase the minimum wage to \$15.80 beginning January 1, 2022.

FISCAL IMPLICATIONS:

It is estimated that the ongoing cost will be approximately \$8,000 per year.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve raising the minimum wage in the South San Francisco Unified School District to \$15.80 per hour beginning January 1, 2022.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: December 9, 2021

RE: Approval of the 2021 - 22 1st Interim Financial Report

BACKGROUND:

The Education Code requires school districts to submit interim financial reports twice a year. The 1st Interim Financial Report reflects transactions as of October 31, 2021 and must be adopted by the Governing Board by December 15, 2021.

As part of the 1st Interim Financial Report, each school district must certify that its financial status is positive, qualified, or negative. Each of these terms is defined below:

- A positive certification means that the district will meet its financial obligations for the current fiscal year and subsequent two years.
- A qualified certification means that the district may not meet its financial obligations for the current fiscal year or two subsequent years.
- A negative certification means that the district will be unable to meet its financial obligations for the remainder of the fiscal year or for the subsequent fiscal year.

The South San Francisco Unified School District is submitting a **positive certification** for the 2021-22 1st Interim Financial Report.

The complete 2021-22 1st Interim Financial Report is available on the South San Francisco Unified School District website under Business Services, Financial Reporting.

FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

It is recommended the South San Francisco Unified School District Board of Trustees approve the positive certification for the 2021-22 1st Interim Financial Report as presented.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent - Business Services
William Savidge - Facilities Management Consultant

DATE: December 9, 2021

RE: Approval of Ratification of Superintendent Designee's Action to Award a Contract for Construction of the South San Francisco High School Fencing Ph. II Project

BACKGROUND:

At their regular meeting of November 18, 2021, the Board approved the delegation of authority to the Superintendent or Designee to award a contract for construction for the South San Francisco High School Baseball Field Fencing Ph. II, upon approval of the project by the Division of State Architect (DSA).

The District received notice of the DSA's final approval of the plans on November 22, 2021. The Assistant Superintendent for Business Services, Mr. Ted O, signed the Notice of Award on November 23, 2021. It is appropriate at this time for the Board to ratify this award.

FISCAL IMPLICATIONS:

By this action: **\$313,500**. This will be paid from Fund 40.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the ratification of the Superintendent designee's action to award a contract for construction for the South San Francisco High School Fencing Phase II Project, to the lowest responsive, responsible bidder, West Coast Netting, Inc. in the amount of \$313,500.