

**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 1<sup>st</sup> and 2<sup>nd</sup> 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 21<sup>st</sup> 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 30<sup>th</sup> 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 3<sup>rd</sup> through 5<sup>th</sup> 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 1<sup>st</sup> 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, 3<sup>rd</sup> through 5<sup>th</sup> graders, to meet or exceed on SBAC.

- 2<sup>nd</sup> - 5<sup>th</sup> grade students increase Literably scores from 45% to 55%
- 1<sup>st</sup> 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, 3<sup>rd</sup> through 5<sup>th</sup> 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 - 3<sup>rd</sup> grade increase from 245 to 345
- IxL scores - 4<sup>th</sup> grade increase from 288 to 388
- IxL scores - 5<sup>th</sup> grade increase from 346 to 400
- Work with teachers - good First Teaching used again
- 3<sup>rd</sup> - 5<sup>th</sup> 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 1<sup>st</sup> grade, two kinder, one TK, two 2<sup>nd</sup> grade, two 3<sup>rd</sup> grade, 1<sup>1/2</sup> 4<sup>th</sup> grade and 1<sup>1/2</sup> 5<sup>th</sup> 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<sup>1/2</sup> 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 his 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.

<b>Dated Date</b>	January 2022
<b>Par Amount of Refunding Bonds</b>	\$26,015,000
<b>Call Date of Prior Bonds</b>	March 1 and September 1, 2025
<b>Gross Savings</b>	<b>\$2,582,531</b>
<b>Present Value (PV) Savings</b>	<b>\$1,890,081</b>
<b>PV Savings as % of Refunded Par</b>	<b>8.50%</b>
<b>Negative Arbitrage</b>	\$1,606,948
<b>Savings Efficiency</b>	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
<b>Presentation to the Board and Bond Resolution Approval</b>	<b>November 18</b>
Meeting with Rating Agencies	Week of December 13
Receive Ratings	January 5
<b>Post Preliminary Official Statement</b>	<b>January 5</b>
<b>Pricing</b>	<b>January 12</b>
<b>Closing</b>	<b>January 26</b>

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 literary, 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 1<sup>st</sup> 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 4<sup>th</sup> 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 2<sup>nd</sup> 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.**