

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Meeting of March 12, 2020

OPEN SESSION – 7:00 p.m.

A. CALL TO ORDER

B. ROLL CALL

Board Members: Mr. John Baker - Present
 Mr. Eddie Flores - Present
 Ms. Daina Lujan - Present
 Mrs. Patricia Murray - Present
 Mrs. Mina Richardson - Present
 Ms. Amanda Yoa, Student Board Member - Present

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

C. PLEDGE OF ALLEGIANCE was led by Trustee John Baker.

D. REVIEW OF AGENDA – President Patricia Murray said that following this meeting, a short special meeting will be held for an item that was submitted late. She then read the following statement:

“Since a global pandemic has been declared and San Mateo County has declared a public health emergency due to COVID-19, I think there’s a need to take immediate action.

I’d like to call for a motion to determine whether there is a need to discuss student dismissals with a continuity of education and operations in response to COVID-19.”

MOTION #413 (Lujan/Flores) to discuss student dismissals with a continuity of education and operations in response to COVID-19. Motion Carried. (Unanimous)

President Murray then stated:

“I would, then, call for a motion to determine whether there is a need to act on student dismissals with a continuity of education and operations in response to COVID-19.”

MOTION #414 (Baker/Flores) to discuss whether there is a need to act on student dismissals with a continuity of education and operations in response to COVID-19. Motion Carried. (Unanimous)

Trustee Baker noted there is much concern in the community and 54 public comments on COVID-19 were submitted to the Board. He said it is not an easy decision and they need to address the student meal situation. He stated that the District is at a point where families are concerned and if schools do not close, student absences will begin to affect learning.

Trustee Mina Richardson asked about the number of students who have missed classes due to the virus. Dr. Shawnterra Moore replied that the greatest impacted has been at Westborough MS. A third of those students were absent the first day, then 20% the next day, and 12% the following day. She has received emails from parents indicating they are keeping their children at home.

Trustee Daina Lujan said the situation is rapidly evolving. The initial thought was that SSFUSD would wait and monitor the situation just like the other 23 San Mateo County school districts. If there is a case at school, then the District would close for fourteen days with employees self-quarantining. She acknowledged that there is much community concern and now is the time to consider what distance learning looks like. Trustee Lujan asked how they would continue learning when not all students have access to technology devices or food. She is not opposed to closing and many other districts are having the same conversation.

Vice President Eddie Flores said this is all new and rapidly developing in the community. Students are important to them. The District has been at the forefront of communications and it is important to understand the information is ever-changing. The Board has been on top of it, working with the Superintendent as a united front. They have been constantly briefed throughout the weekend. He recognized the Superintendent, Cabinet, staff, and principals for their efforts. He, President Murray, and Dr. Moore visited Westborough MS out of concern and he acknowledged the work of the support staff in cleaning the site on the weekend. Vice President Flores recognized the valuable community input and stressed that comments and thoughts are not wasted. The Board is doing what is prudent and the best course of action. He echoed Trustee Baker's concern with Nutrition

Services needs and the support of SpEd students during school closures. Vice President Flores emphasized that the Board is not taking action out of panic, but looking at the situation through every lens. They are also not acting on social media, but focusing on the needs of the SSF community.

Trustee Richardson said there is not one case identified in the District and that is due to staff having deep cleaned the campus in question. SSFHS was also deep cleaned. She noted that some Board members have students in District schools and this is a trust issue that they know everything is being done to keep children safe.

Student Trustee Yoa acknowledged the diligent work and hourly updates and said the District is in good hands.

President Murray recognized the work of Dr. Moore and her staff. As soon as they heard a student had been exposed, the site was cleaned. They have also worked with the County and State regarding guidelines. Nutrition Services needs time to figure out how to provide meals to students when they are not in school. This is not something that has happened before and the District was not prepared for it.

Dr. Moore said she and SMCOE personnel have met many times to converse, strategize, and make informed decisions. Cabinet, administrators, and staff care about the welfare of the students and their families. The District has been proactive in a plan to dismiss students and transition to distance learning, but they need a few days to engage staff and faculty to understand what it will look like. Today, Nutrition Services received a waiver to provide food to students. They also want to ensure they provide services for students in need. She said at least two days are needed to develop a seamless plan. They will also met with union membership to make sure they are all speaking the same language.

Trustee Lujan said time is needed to implement the plan. She noted the incubation period is 14 days. She asked what the re-opening plan would look like and said they would need to re-evaluate the plan if the virus spikes. Dr. Moore said this is also on the minds of the superintendents and the SMCOE is taking a leadership role in the plan to get students back in school. The District is considering continuity of education and operations and what happens after two weeks. Then the District would need to take its lead based on expert opinions, such as information from the County Public Health Department.

Vice President Flores asked if a parent wants to keep their student at home because of the virus, would it be an excused or unexcused absence. Dr. Moore said it is on their radar and they asked for teacher's opinions since the impact would be on them with student

grades. However, it will take a few days to consider the data they received. He asked about the timeline and the need to act swiftly. She said if the students are being dismissed, two days would be needed to articulate this to the community in the best way possible. The Superintendent also advised that a technology survey, by school, was sent to families to determine the ways to communicate. There may need to be a differentiated approach to ensure access to the information provided.

Trustee Lujan questioned the communication to parents, if the decision is to release students tomorrow. The Superintendent confirmed that the District is already prepared to message the community in the next one to two hours. However, they are open to having students attend school tomorrow and using Monday and Tuesday as planning days.

Trustee Baker asked if students are dismissed tomorrow, would teachers have lesson plans. He also expressed concern with students reporting to school and having someone reunite them with their parents. The Board agreed that time spent reuniting students with their parents on Friday, would cut into the time Certificated staff and school secretaries need to develop plans.

President Murray said:

“Before public comment, I’d like to say a couple of things: Everyone up here wants the best for your child, our schools, our staff, and our community. Three of us have children in district schools. Some of us live in multi-generational households and some of us live with family members with compromised immune systems. We’re all nervous. I get it. But, now is not the time to panic, it’s the time to work together and plan.

Please be kind with your words. Assume the best and let’s get through this together!”

K. COMMUNICATIONS

Lucy Harmuth, a student, said the virus is spreading fast and it disproportionately affects young people. Students in classrooms with many other students are more at risk than at events, which are being cancelled. She said lives are on the line.

Trustee Baker summarized the 78 comment cards sent to the Board via email this evening. The comments suggested the District schools close as most surrounding schools were already closed, promoted self-quarantining, recommended being proactive and not reactive, inquired about the deep cleaning plan, questioned having absences be excused when there is concern about catching the virus, providing meals to students, schools having the recommended six feet between seats, social distancing for three weeks, creative measures for childcare, and postponing events while classes are not being cancelled.

Vice President Flores thanked everyone for their feedback and noted there was a lot of misinformation on why or why not schools should close. He said it was not a financial matter. Assistant Superintendent Ted O confirmed that, as a basic aid district, SSFUSD receives most of its funding through property taxes and is not dependent on the number of students attending classes.

Vice President Flores asked about the District's communication since they were made aware of the situation at Westborough MS. Superintendent Moore said communication was sent to the Westborough community and included updates on our website, which has an FAQ section. Information was also posted onto PeachJar, through emails and the phone dialer, and hard copies were put in elementary site hip pockets. It is also being communicated with Principals and staff and being shared with students. She confirmed the communication was done in both English and Spanish. Trustee Richardson reported that by calling 211, the public will receive COVID-19 information in English and Spanish. She asked what would happen if a child returns to school with the virus, once the sites re-open and feels students are in a protected environment when at school.

Trustee Lujan noted that some public comments suggest they don't care about students, but they are the number one priority. This is an unprecedented and unusual situation. She asked the Superintendent to speak to the comments from Dr. Morrow, the San Mateo County Health Officer – how they have evolved and what it means that schools are an essential function. Dr. Moore said this is uncharted territory and the District is moving as expeditiously as possible and following guidelines. Each day, the team meets at the District office to consider what is best for students based on medical guidance and expertise they have received. She said the schools are essential as they provide students with stability, a routine, and access to food and to people they know care about them. In one of Dr. Morrow's latest messages, apart from schools closing, he said a complete shutdown would be needed City-wide and County-wide to stop the spread of the virus. They have been listening to his expert testimonials to keep students, families, and staff safe.

County Superintendent of Schools, Nancy Magee, thanked the Board, Dr. Moore, and Cabinet for their leadership. Dr. Morrow's March 5 message said it was time to move to determining what are essential and non-essential activities at the beginning of social distancing. On Sunday she spoke with Dr. Moore regarding the Westborough MS individual being quarantined for 14 days, during which time the site was cleaned. Dr. Morrow's March 10 message spoke about eventually transitioning to an at home learning environment. The districts have been prepared for this. Ms. Magee thanked the community for

their concern. It is a scary time and there is a lot they don't know, but there are many people working to keep ahead of it. Things change quickly and it has been difficult to stay ahead of it. She appreciates the support of the Board and community and working together as they get through this. They will be working on a clear plan to re-launch schools and under what conditions.

The Trustees discussed the plan on when to close schools, when staff would need time for their lesson plans, and the length of closure in consideration of the week of Spring Break. Dr. Moore said Nutrition Services is on top of the food situation.

MOTION #415 (Lujan/Flores) to continue school tomorrow, Friday, March 13, and use Monday, March 16, and Tuesday, March 17, for staff to plan for distance learning. Students will not attend school from Monday, March 16 through Friday, April 3 (Spring Break is March 23 through March 27). Motion Carried. (Unanimous)

Trustee Baker asked if distant learning would need to be added at the end of the school year. Dr. Moore said that since it is a County emergency, the District can apply for a waiver. County Superintendent Magee confirmed that the waiver is covered.

E. RECOGNITION AWARDS – Superintendent Moore reported that the decision was made to suspend site Teaching and Learning presentations at Board meetings to the end of the school year. Also, the Board will be suspending in-person volunteer awards. Each school's volunteers will be publically recognized and certificates of appreciation will be sent to the sites for Principals to present to them in person. El Camino High School volunteers are John Goodwin, Sam Halteh, and Colleen McCarthy.

F. PTA COUNCIL REMARKS – None

G. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

South San Francisco Federation of Adult Educators - None

South San Francisco Classroom Teachers Association – President Danny Yanow asked if absences tomorrow would be excused. Dr. Moore said they are following Ed Code and she will communicate those guidelines to sites. Mr. Yanow praised the custodial staff and facilities for cleaning Westborough MS. Regarding the virus, he noted that some ethnic groups are being seen as scapegoats in social media. He thanked the Board for acting responsibly with their decision to close the schools.

Custodial Supervisor, Wences Parades, reviewed how his team thoroughly cleaned Westborough MS on Sunday. This provided them an opportunity to see that they have everything they need for further cleaning. He confirmed the chemicals are safe and the newest disinfectant kills the virus in one minute.

California School Employees Association Chapter 197 – None

- H. PERSONNEL COMMISSION** - The next Commission meeting will take place on March 16, 2020.

I. ITEMS FROM BOARD

Trustee Baker confirmed that the March 19 Board meeting has been cancelled.

President Murray said all non-essential meetings and events are also being cancelled.

J. SUPERINTENDENT’S REPORT

- a. Overnight/field trip process** - Superintendent Moore reported that the Educational Services Department has created a new form for overnight and field trips and includes a 1:10 supervisor to student ratio. All staff will receive a presentation on this.
- b. Next steps with SSFHS mascot** – Dr. Moore confirmed that the resolution to change the logo was already approved on a 4-1 vote. However, the public can still comment to the Board on the topic. She said students are meeting with Principal Kevin Asbra to determine next steps. Mr. Asbra and his staff will communicate the entire process and engage staff and community members. A committee of current students, alumni, staff, and community members will look into what items to remove and the associated costs. This committee will facilitate the process of selecting a new logo and include all stakeholders.
- c. Proactive measures taken for student and staff health** – the Superintendent said COVID-19 has already been discussed and urged everyone to practice good hygiene.
- d. Personnel items** – Dr. Moore stated that confidential, personnel related items cannot be publically discussed.
 - ASB Reports
 - Amanda Yoa, ASB President, El Camino High School, highlighted the following recent and upcoming events on campus: On March 10, the Senior Capstone Night took place with many people attending; the Drama Club’s spring musical, “She Kills Monsters” will only have two performances; tomorrow is ASB elections; and the April 4 prom is being postponed to May 15.

Trustee Baker said he attended the Senior Capstone Night and saw Ms. Yoa’s presentation on after school programs and how they are of value, especially for low income communities.

- Michael Locsin, ASB Vice President, South San Francisco High School, shared the following events at his school. On Monday and Tuesday, the site held community meetings where 15-20 attendees spoke about their concerns on the logo change process and got clear responses from Mr. Asbra on the process moving forward; the musical “Chicago” will have performances today and tomorrow; the March 20 Day on the Green was cancelled; Diversity Week and Night Market, planned for the week following Spring Break, is being postponed; the start of share tables is also being postponed; and the prom is being moved to May 8 and the bids are \$150

Assistant Superintendent Keith Irish said that once the school decides on continuity of learning, all activities will be suspended.

COMMUNICATIONS *(continued)*

President Murray stated the following:

“With regards to a couple of issues: The Native logo and the staff members whose contract was not renewed... As Dr Moore said, they have already been voted on. We’re happy to hear your comments, but know that the issues have been decided on”

Alfredo Avila, speaking on behalf of Olga Perez, wants Mr. Juan Cortez’s employment to continue. She said she was misquoted in the May 23, 2019 Board minutes regarding PTA sponsored events not using ASB funds. She said the money should be used by current, not former students and wants ethical business practices be set for the use of the ASB funds. An investigation on the use of the \$5K grad night transportation funds should be made and if necessary, the ASB funds should be repaid. Dr. Moore will follow up on this.

Giselle Avila, on behalf of Guadalupe Carmona, spoke about Mr. Cortez helping her apply to college and wants her siblings to have him as their counselor also.

Edith Arias, spoke for SSFHS student Sara Castro, in support of Mr. Cortez. He helped her complete her financial aid paperwork and she will attend UC Merced. She said he is an essential asset to the Latino community. Ms. Arias herself asked for an appeal of Mr. Cortez’s non-reelection.

Vice President Flores stated that several Spanish language comments were emailed tonight asking for the Board to reconsider Mr. Cortez’s non-reelection. Many of the comments were from members of Padres en Acción.

Daphne McCann, a SSFHS teacher, offered support for her colleagues Messrs. Cortez and Harris and asked that their non-reelections be reconsidered.

Sydney Greenberg asked if Outdoor Education was being cancelled. Assistant Superintendent Keith Irish reported that it was and all activities which are being cancelled will be communicated to staff and the community.

Nick Cerecedes, a parent of former and current SSFHS students and a descendent of the New Mexico Mescalero Apache, said urban Indians are disconnected from their heritage. He advocated for guest speakers to talk about native ways and culture. He recommended renaming SSFHS after a local tribe. President Murray encouraged him to contact the school and join the logo committee.

Laura Gonzalez, a parent, asked that the SSFHS logo decision be appealed. She feels the method and means which were used to present information to the Board were unethical. The Board heard from a student who said she was coerced and they proceeded to vote on the item. Most students did not know this was going on and the message is that student votes don't count. She wants the Board to get all evidence, then make a decision. President Murray said she never saw a petition and the Board made their decision based on research. The issue was brought up in September and the February Board meeting was advertised. Although the Superintendent, based on law, could have chosen to remove the logo, the Board wanted to show their support. The decision has been made and next steps are in process.

L. PRESENTATIONS

Student Trustee Yoa left the meeting at 9:08 p.m.

1. HUMAN RESOURCES

a. Vaping and E-cigarettes

Mayra Amador, the Tobacco Prevention Program Specialist at San Mateo County Health, presented information on vaping and e-cigarettes.

Although smoking rates for adults and youth continue to decline, e-cigarette use has been on the rise since 2014, particularly among youth. Currently the nation is experiencing an e-cigarette epidemic.

From 2015 to 2017, the cigarette smoking rate among California adults was 9.3% for San Mateo County and 11.7% Statewide.

The Board recessed at 9:10 p.m. for a technical issue and reconvened at 9:16 p.m.

E-cigarette use

- Defined as using one or more times in the past 30 days.
- Currently over 3.6 million kids are using e-cigarette in the US. The largest increase in youth use rates occurred between 2017 and 2018. There was a 78% increase in e-cigarette use among high schoolers, and almost a 50% increase among middle schoolers.
- In SSFUSD, according to the Healthy Kids Survey, 4% of 7th graders, 2% of 9th graders, 9% of 11th graders, and 22% of non-traditional (continuation, community day schools, etc.) are e-cigarette users.

Data from the 2018 California Student Tobacco Survey

For Region 20 (San Francisco and San Mateo counties), the current e-cigarette use prevalence among high school students in 2017-18 was 20.8%. The California statewide prevalence was 10.9%.

Health concerns

- Last year tobacco and cannabis products started to cause life threatening lung injuries.
- According to the CDC, as of February 18, 2020, there have been 2,807 cases of lung injuries including 68 deaths, four of them in California, due to youth and young adults using e-cigarettes to vape nicotine, THC, or both. The youngest victim was 13 years old.
- There has been an increase in nicotine poisoning reports with individuals coming into contact with the high levels of liquid nicotine inside e-cigarettes.
- Researchers are still learning about all of the chemicals that are in e-cigarette aerosol, some of which are carcinogenic.
- Research shows that the brain isn't fully developed until age 25, so youth's brains are being shaped to potentially be addicted to nicotine.
- Research has found youth who vape are four times more likely to start smoking traditional cigarettes.
- Nicotine can make your heart beat faster because it activates your "fight or flight response."
- Outside of all the chemicals and toxins already in pod-based e-cigarettes, nicotine can independently cause trouble breathing and damage to the lungs.
- Nicotine can even negatively impact reproductive organs.

Reason for increase in e-cigarette use

- One answer may be the flavors that are used in e-cigarettes which help mask the harshness of tobacco products, and increase the likelihood of future use.
- Currently there are over 15,000 e-cigarette flavors. This marketing strategy has made them more addictive and attractive to youth and at the same time decreased the stigma connected to tobacco products.

Addressing e-cigarette use

- In 2018, California launched a social marketing campaign called "Flavors Hook Kids" to help educate parents and adults who work with youth about these dangerous products. To learn more visit: FlavorsHookKids.org
- The City of South San Francisco adopted an ordinance that restricts the sale of flavored tobacco products and e-cigarettes

in retail stores, and an ordinance which restricts tobacco products in pharmacies. Unlike other cities which have adopted similar ordinances, South San Francisco continues to allow 21-only stores to sell these products.

- In early February, the FDA's ban on some flavored vaping products went into effect.
 - Applies to cartridge-based e-cigarettes such as Juul.
 - It exempts menthol and tobacco flavors.
 - Exempts tank-style vapes which operate with refillable e-liquid/e-juice.
 - Exempts disposable e-cigarettes, such as Puff Bars, which are very popular among youth.

Trustee Richardson said the timing is great as she and Vice President Flores are working on the policy for this topic.

Trustee Baker said he was shocked by the 20% smoking number and is proud the District added its name to the Juul lawsuit.

Trustee Lujan noted the high number of users and how much nicotine is in the devices. She asked about vaping detection devices. Ms. Amador said she would check with her team on this information.

Vice President Flores suggested doing this presentation for the PTA and also in Spanish. Ms. Amador said this could be done. He noted that the UC Berkeley conference he and Trustee Lujan attended is relevant to what is happening here. When the Board and Superintendent visited SSFHS, Principal Asbra said the most pressing issue is vaping and e-cigarettes. Vice President Flores said educators need to be trained. He is proud SSFUSD joined the Juul lawsuit. The District needs to be pressing forward with the correct information for parents and take a leadership role as this impacts students.

President Murray noted that the chemicals are changing kids' brains and who they become as adults. Parents need to look into this.

2. BUSINESS SERVICES

a. Presentation of Second Interim Financial Report

Assistant Superintendent O presented the 2019-20 2nd Interim Financial Report, for the period ended January 31, 2020. The main purpose of the report is to review the financial condition of the District's general fund budget to ensure that the fiscal obligations in the first quarter and the end of the fiscal year projections can be met.

Ed Code certification definitions

A Positive Certification: WILL MEET their financial obligations for the current and two subsequent fiscal years.

A Qualified Certification: MAY NOT MEET their financial obligations for the current OR two subsequent fiscal years.

A Negative Certification: WILL BE UNABLE TO MEET their financial obligations for the current OR two subsequent fiscal years.

2019-20 SSFUSD Assumptions

- Property taxes budgeted with latest estimates
- Estimated RDA revenue from COE is budgeted
- District will remain community funded/Basic Aid
- Estimated step & column cost included
- Enrollment/ADA declining
- Estimated STRS/PERS increase included
- Mandated Block Grant and Lottery Funds are budgeted
- Program carryovers from prior year are included
- Contributions to Special Ed are budgeted
- Contributions for routine restricted maintenance and deferred maintenance are budgeted

2019-20 General Fund Projected Revenues

<u>Revenues</u>	<u>Dollar amount</u>	<u>Percentage</u>
LCFF Revenue	\$100,470,132	85%
Federal Revenue	\$ 4,234,896	4%
Other State	\$ 7,766,974	6%
Other Local	\$ 5,692,517	5%
Transfer in	\$ 13,301	0%
Total	\$118,187,120	

2019-20 General Fund Projected Expenditures

<u>Expenditures</u>	<u>Dollar amount</u>	<u>Percentage</u>
Certificated Salaries	\$ 47,065,007	39%
Classified Salaries	\$ 16,654,972	14%
Benefits	\$ 27,012,616	22%
Books and Supplies	\$ 11,824,205	10%
Services	\$ 14,028,918	11%
Capital Outlay	\$ 303,445	0%
Other Outgo	\$ 3,683,286	3%
Transfers out	\$ 1,427,297	1%
Total	\$121,999,746	

Changes from 1st interim to 2nd interim

Revenue - The net change is approximately \$9.9M.

- Net increase in estimated property tax/RDA revenue, \$6.0M
- Net increase in Federal Program Grants, \$0.4M
- Net increase in State Program Grants, \$1.0M
- Net increase in Local Program Allocations, \$0.5M

- Grant from Genentech for Next Generation Science Standards (NGSS), \$2.0M

Expenditures - The net change is approximately \$4.2M.

- Increase due to corresponding expenditures for the Federal and State program grants, \$1.4M
- Increase in Local program allocation, \$0.5M
- Grant from Genentech for Next Generation Science Standards (NGSS), \$2.0M
- Net increase in various budget adjustments, \$0.3M

2020-21 & 2021-22 MYP Assumptions

- Property tax increase – estimated at 4.0%
- Estimated RDA revenue from COE is budgeted
- Estimated STRS/PERS increase included
- Estimated Step & Column costs included
- Enrollment/ADA projected to decrease by 2.0% per year
- Maintains Deferred Maintenance transfer
- Maintains Adult Education transfer
- Contributions to Special Ed and Transportation
- Contributions to Routine Restricted Maintenance program

Multi-Year Projections – Actual/projected ending fund balances

Unrestricted and Restricted Funds	Adopted Budget 2019/20	Second Interim 2019/20	Proposed Budget 2020/21	Proposed Budget 2021/22
Revenues	\$ 106,460,663	\$ 118,187,120	\$ 115,255,612	\$ 118,239,129
One-time State Funding	0	0	0	0
Total Sources of Funds	\$ 106,460,663	\$ 118,187,120	\$ 115,255,612	\$ 118,239,129
Expenditures	\$ 109,368,589	\$ 121,999,746	\$ 119,524,849	\$ 121,568,796
Total Usage of Funds	\$ 109,368,589	\$ 121,999,746	\$ 119,524,849	\$ 121,568,796
Net Incr/Decr in Fund Balance	\$ (2,907,926)	\$ (3,812,626)	\$ (4,269,237)	\$ (3,329,667)
Beginning Fund Balance	30,775,191	30,775,191	26,962,565	22,693,328
Actual/Projected Ending Fund Balance	\$ 27,867,265	\$ 26,962,565	\$ 22,693,328	\$ 19,363,661

Ending fund balances designations

Mr. O said all California school districts are required to show their funds in five categories to maintain consistency. He also stated that basic aid district such as SSFUSD are required to put aside 5% in reserves for economic uncertainties, such as covering the months when the District does not receive property tax revenue.

Unrestricted and Restricted Funds	Second Interim 2019/20	Proposed Budget 2020/21	Proposed Budget 2021/22
Actual/Projected Ending Fund Balance	26,962,565	22,693,328	19,363,661
Nonspendable			
Revolving Cash	25,100	25,100	25,100
Stores	59,310	59,310	59,310
Prepaid Expenditures	70,752	70,752	70,752
Restricted	3,925,247	3,925,247	3,925,247
Committed	0	0	0
Assigned/Designated			
STRS/PERS Increase: 2022-23	360,000	360,000	360,000
STRS/PERS Increase: 2023-24	665,000	665,000	665,000
Prop Tax Re-Pymt - Litigation (Est.)	8,500,000	8,500,000	6,190,312
Dual-Immersion Program (Est.)	550,000	550,000	550,000
2 Grounds Keeper - New Ball Fields	45,500	227,500	409,500
Increase Water Use - 4 New Ball Fields	40,000	140,000	240,000
2 Athletic Trainers - HS Football (For 20/21)	0	220,000	440,000
PCRC-CIS Program (For 20/21)	0	150,000	350,000
Reserve:			
Reserved for Economic Uncertainties	6,099,987	5,976,242	6,078,440
Undesignated Reserve	6,621,669	1,824,177	0

The District's areas of concern are:

- STRS/PERS Increases
- Loss of one-time funds from the State
- Increases in Special Education costs
- Re-payment of property taxes due to litigation
- Aging facilities with not enough funding to repair/replace
- Declining Student Enrollment
- Additional cost to address PG&E power outages
- Impact of the coronavirus on the economy and future State revenues

Next steps

May 2020: Governor's Revision to the proposed budget

June 11, 2020: Public hearing on the 2020-21 LCAP and Budget

June 25, 2020: Public meeting to adopt the 2020-21 LCAP and Budget

September 2020: 2019-20 Unaudited Actuals

Trustee Baker noted that only three new ball fields will need water, not all four listed. Since the Genentech property tax repayment litigation was decided two years ago and they have not appealed the case, he asked when the assigned funds can be removed. Mr. O said it is still a liability until the final decision is made. Trustee Lujan questioned the statute of limitations on the appeal. Mr. O will check on it. Trustee

Richardson asked about further litigation and which fund is used. Mr. O said there is \$5-6M in reserve Measure J funds and the District needs to pay legal bills from these funds.

M. CONSENT AGENDA

Trustee Baker requested item 1a and Item 1b be pulled for discussion. He said Item 2a was being pulled from the consent agenda since the trip was cancelled.

MOTION #416 (Baker/Lujan) to approve ~~Item 1a, Minutes to the Regular Board meeting, February 13, 2020; Item 1b, Minutes to the Regular Board meeting, February 27, 2020; Item 2a, SSFHS Key Club students to participate in the Key Club District Convention in Reno, NV ; Item 2b, SSFHS Earth Club students to travel to Big Basin Campground on the San Mateo Peninsula, CA; 3a, Certificated Personnel Assignment Order; Item 3b, Classified Personnel Assignment Order; Item 3c, increase in the minimum wage to \$15.00 per hour beginning January 1, 2020; Item 4a, Gifts to the District for February 2020; Item 4b, 2019-20 fundraising events; Item 4c, Professional service agreements under \$25,000.~~ Motion Carried (Unanimous)

Trustee Baker clarified, in the February 13 minutes, that the internet provider is "CENIC". Also, in the February 27 minutes, Resolution #20-06, in support of removing the Native American themed logos and mascots from SSFHS passed on a vote of 4-1.

Trustee Richardson, referring to the Good and Welfare portion of the February 13 minutes, said she attended the Home For All San Mateo County, not the Community Convening, event. Also in those minutes, at the recent City subcommittee meeting, the discussion for fields applied to both Westborough MS and Sunshine Gardens ES.

MOTION #417 (Baker/Lujan) to approve Item 1a, Minutes to the Regular Board meeting, February 13, 2020; Item 1b, Minutes to the Regular Board meeting, February 27, 2020. Motion Carried (Unanimous)

INFORMATION/DISCUSSION

1. EDUCATIONAL SERVICES

a. Local Control Accountability Plan (LCAP) Update

Assistant Superintendent Irish provided a process update for the upcoming LCAP meeting dates and the four areas of focus for 2020-21. The Educational Services team began stakeholder engagement in February. The 2020-21 Focus Four areas are 1. Serving students with disabilities, 2. Improving English Learners programs, 3. Addressing

chronic absenteeism at school sites, and 4. Providing great learning environment/culture at schools.

He stated that due to the COVID-19 virus, March and April meetings, deemed non-essential, will need to be changed or they may change the platform for input on the District website. He confirmed the information is on the website in both English and Spanish.

ACTION

1. ADMINISTRATION

a. Resolution No. 20-07 for Women's History Month

Trustee Lujan read the resolution.

MOTION #418 (Baker/Lujan) to adopt Resolution #20-07: Honoring Women's History Month. (AYES: Baker, Flores, Lujan, Murray, Richardson; NOES: None). Motion Carried (Unanimous)

b. Resolution No. 20-08 for American Red Cross Month

Board Clerk Baker read the resolution.

MOTION #419 (Lujan/Flores) to adopt Resolution #20-08: In recognition of American Red Cross Month. (AYES: Baker, Flores, Lujan, Murray, Richardson; NOES: None). Motion Carried (Unanimous)

2. BUSINESS SERVICES

a. Approval of the Second Interim Financial Report and Positive Certification of Financial Condition

MOTION #420 (Baker/Lujan) to approve the Second Interim Financial Report and positive certification of financial condition for fiscal Year 2019-20, declaring that the School District will be able to meet its financial obligations for the current year and subsequent two fiscal years. Motion Carried. (Unanimous)

b. Approval of Dates for 2020-21 LCAP and Budget Hearings and Adoptions

MOTION #421 (Lujan/Richardson) to approve the recommended dates for the 2020-21 LCAP and Budget hearings and adoptions listed below. Motion Carried. (Unanimous)

- 2020-21 LCAP and Budget Hearings will be agendized for the June 11, 2020 Board meeting.
- 2020-21 LCAP and Budget Adoptions will be agendized for the June 25, 2020 Board meeting.

c. Approval of Change Order #3 to the Suarez Munoz, Inc. agreement for the SSFHS Baseball and Softball Fields Project

Trustee Richardson asked about live streaming games and if someone is required to run the equipment. Bill Savidge, Facilities Management Consultant, said a teacher at the site handles it. Trustee Baker noted that Aaron Boyd's video arts class runs the program. Mr. Savidge said the live streaming is already being done on the football field and it could be extended to the baseball and softball fields.

MOTION #422 (Lujan/Flores) to approve change order #3 to the Suarez Munoz, Inc. agreement, in the amount of \$81,879, for the SSFHS fields projects. Motion Carried. (Unanimous)

d. Approval of Change Order #4 to the CWS Construction Group Agreement for the Martin ES Modernization Project

Trustee Richardson asked about replacing the restroom windows and said \$8K is a lot of money. Mr. Savidge said this item is for the C-wing restrooms and they are replacing every rotted window in the school with dual pane, insulated glass with solar glazing. When asked why three windows are being replaced, he responded that the windows didn't open correctly and had to be reordered. She asked if the District would get a credit for this. He said no. Trustee Richardson questioned why room #15 windows will not be replaced. Mr. Savidge will check on this and get back to her. She asked if the portables were included in the work. He replied they are not included in the scope of work. Trustee Richardson inquired whether the District has taken advantage of a City program for SFO noise abatement window installation. Mr. Savidge replied that Martin ES does not qualify as it is not in the SFO flight path. She asked about plumbing at the site. He said they redid the fixtures for ADA standards compliance and much of the lead has been removed in the modernization project.

Trustee Baker asked about replacing the beam with dry rot in room #6. Mr. Savidge will check on this with the contractor.

MOTION #423 (Richardson/Lujan) to approve change order #4 to the CWS Construction Group, Inc. agreement, in the amount of \$27,513, for additional work in the Martin ES modernization project. Motion Carried. (Unanimous)

e. Approval of Amendment #3 to the Verde Design Agreement for Additional Services for Field Designs

MOTION #424 (Baker/Lujan) to approve amendment #3 to the Verde Design agreement, in the amount of \$18,300, for additional services for the SSFHS baseball and softball field projects. Motion Carried. (Unanimous)

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

Trustee Baker recommended, in a future 2021-22 budget presentation, looking into the economical impact of adding one more school nurse in the District.

Trustee Richardson asked about the capacity to bring technology-based remote learning to schools. Dr. Moore said it could be brought back to the Board.

Vice President Flores asked about a special meeting concerning immediate action related to COVID-19. The Superintendent said Cabinet has the direction and is building a plan which they will re-evaluate at some point. He suggested it be added to the April 2 Board meeting.

Trustee Lujan recommended, due to everything staff is dealing with right now, that they can wait on a technology-based remote learning presentation.

April 2, 2020 – Board study session - (Board room)

- Approval of LCFF supplemental funded positions
- District programs

April 9, 2020

- Bell schedule update
- Preschool ideas from the City subcommittee meeting
- Presentation on Career Technical Education (CTE) and Genentech
- Presentation on Middle College at Skyline College
- Presentation on the Facilities Department
- Approval of SPSAs
- Williams report for 1st quarter ending 3/31/20
- Approval of declaration of need for fully qualified educators, 2020-21
- Resolution for Child Abuse Prevention Awareness Month
- Resolution for Earth Day
- Resolution for Autism Awareness Month
- Resolutions for retirees

April 23, 2020

- Presentation on Performance Management - Information Technology
- Presentation on the Boys and Girls Club
- Resolution for Day of the Teacher (5/5)
- Resolution for Classified School Employee Week (5/17-5/23)

May 14, 2020

- Presentation on District Curriculum
- Recognition for outgoing Student Trustee Yao
- Approval of the Board meeting calendar for the 2020-21 school year
- Approval of Graduates - Baden, ECHS and SSFHS
- Approval of Certificates of Completion - Baden, ECHS and SSFHS
- Approval of designated representatives to CIF (California Interscholastic Federation)
- Resolution honoring Asian Pacific American Heritage Month
- Resolution Fund 11 & Fund 14 account balances

May 28, 2020

- Presentation on Nutrition Services Summer Feeding program
- Presentation on YSB School Counseling and Safe School Advocates Services
- LCAP update
- Approval of Children's Center Program Self-evaluation annual reports
- Approval for destruction of Disposable Class 3 records
- Presentation on May revision of the Governor's 2020-21 budget

May 30, 2020 Special Board meeting - (Board room)

- Board and Superintendent team building

SUMMARY OF BOARD DIRECTIVES

1. Mr. O to check on the statute of limitations on the Genentech lawsuit appeal.

MOTION #425 (Baker/Flores) to approve extending the meeting to 10:33 p.m.. Motion Carried. (Unanimous)

GOOD AND WELFARE

Trustee Lujan gave kudos to staff and acknowledged Yaelan Wong, Big Lift Program Supervisor, for filling in for her at a meeting.

Vice President Flores echoed the acknowledgement of everyone's patience and said their hearts are in the right place. The Board has taken unanimous action tonight to show their concern. Wednesday, he, along with Trustees Richardson and Baker, and Dr. Moore visited Hillside and Martin ES and saw the great work they are doing. On Tuesday, he viewed the Senior Capstones at ECHS and commended the strong effort in student development. Vice President Flores noted that many seniors are getting college notifications already and congratulated them as well as those students with alternate fall plans. He thanked the City, especially the police department, for providing accommodations for tonight's meeting.

Trustee Baker reported that he participated in the Hillside and Martin ES tour and attended the ECHS and SSFHS booster dinners. The Senior Capstones were

awesome. He thanked staff for taking a lot of criticism in a short time, but getting through it.

Trustee Richardson said the Senior Capstones were impressive. She attended a “Save Seton” meeting with Supervisor David Canepa and read that money has been found to save the hospital from closing. She spoke at a Daly City town hall to remind them that the District has two schools in that city.

President Murray reported that on Tuesday, the Board of Supervisors proclaimed San Mateo County Ruby Bridges Day and Supervisor Dave Pine presented a proclamation to the District. She agreed that the Senior Capstones were amazing. She thanked Dr. Moore for her all of her work.

ADJOURNMENT – 10:32 p.m.