

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT**  
**Minutes of the Board of Trustees' Meeting of January 16, 2020**

**OPEN SESSION - 6:30 p.m.**

**A. CALL TO ORDER**

**CLOSED SESSION - 6:30 p.m.**

1. Conference with Legal Counsel - Existing Litigation pursuant to paragraph (4) of subsection (d) of California Government Code Section 54956.9 (one case).
2. Conference with Legal Counsel - Anticipated Litigation, initiation of litigation pursuant to subdivision (c) of Section 54956.9 (one case).

**RECONVENE INTO OPEN SESSION - 7:04 p.m.**

**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. Kristie Poon, Student Board Member - Present

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

**C. PLEDGE OF ALLEGIANCE** was led by Alta Loma MS 7<sup>th</sup> grader Lola Castro. Principal Michael Reichle said Lola is a talented actress, musician, and mathematician and has overcome many obstacles.

**D. REPORTING OUT FROM CLOSED SESSION** - For Item #2, the Board took action to initiate litigation on a 4 to 1 vote with one Board member dissenting.

**ACTION**

**1. HUMAN RESOURCES**

**a. Resolution No. 20-02 Honoring Commissioner Jeannette Holt**

Board Clerk John Baker read the resolution. Mrs. Holt was not able to attend the meeting.

MOTION #386 (Baker/Lujan) to adopt Resolution#20-02: To honor Commissioner Jeannette Holt for her years of service on the Personnel Commission. (AYES: Student Trustee Poon, Baker, Flores, Lujan, Murray, Richardson; NOES: None). Motion Carried (Unanimous)

**E. REVIEW OF AGENDA** – No changes. Trustee Mina Richardson asked why the two March Board meetings were scheduled a week apart. Trustee Baker advised this was due to Spring Break the last week of the month.

**F. RECOGNITION AWARDS** – Vice President Eddie Flores representing the Board, along with Principal Reichle, and Superintendent Shawnterra Moore recognized Alta Loma MS volunteers Carla Cisneros, Tamra Dedmon, Lauren Kitchen, Adolfo Leiva, Maria Vasquez, and Debbie Woo with certificates of appreciation.

**G. PTA COUNCIL REMARKS** – None.

**H. STAFF ASSOCIATION REPRESENTATIVES' REMARKS**

**South San Francisco Federation of Adult Educators** – None

**South San Francisco Classroom Teachers Association** – President Danny Yanow thanked the District's PIO for making the website better, especially with promoting events. He noted that last week's SF Chronicle featured an article on Martin ES's Ruby Bridges Day celebration. Regarding the Early Retirement Incentive MOU, he was glad to see this being addressed early so the District can recruit teachers sooner. He encouraged the Board to approve the resolution in support of Schools and Local Communities Funding Act and thanked Superintendent Moore and Senior Executive Assistant Nalani Allen-Cantley for placing it on this agenda.

**California School Employees Association Chapter 197** – President Jolene Malfatti thanked the attendees of CSEA's toy drive last month. She said CSEA is hosting the 2020 Paraprofessionals Educator Conference is taking place in Ontario, CA, March 17 - 19, 2020. She recently met with Dr. Jay Spaulding to discuss increasing Classified staffing in several areas, including Health Services Technicians. Ms. Malfatti advised that Administrative Professionals Weeks takes place in April and she would like to see them get more help in their offices. She was glad that Governor Newsom signed AB 1505 and AB 1507, which hold charter schools more accountable.

- I. **PERSONNEL COMMISSION** – Assistant Superintendent Spaulding reported that the last meeting was held on January 13. During that meeting, they ratified twelve position announcements and five eligibility lists. The next Commission meeting will take place on February 10, 2020.

J. **ITEMS FROM BOARD**

President Patricia Murray said she would like Trustees to use this section of the agenda for announcements, reports, etc.

Trustee Daina Lujan reported that last Saturday, she attended an SMCSBA event where information on Vote4Kids.com was provided. To remain informed on several ballot measures that have the potential to positively impact education funding, parents can visit the website, sign up, and SMCSBA can text information to them. She will be presenting Vote4Kids.com information at the February 27 Board meeting.

K. **SUPERINTENDENT'S REPORT**

- a. **Recognition for outgoing Student Trustee Kristie Poon** – Superintendent Moore said Kristie has been a pleasure to work with. She has provided valuable insights, timely updates, and offered the student perspective on issues. Kristie will continue to report on events at SSFHS for the remainder of this year's Board meetings. The Board and Cabinet presented Kristie with a certificate of appreciation for being the Fall Student Trustee and doing a magnificent job.

Beginning with the February 13 Board meeting, ECHS ASB President Amanda Yoa will begin serving as the Spring Student Trustee.

- b. **Congresswoman Jackie Speier's meeting** – the Superintendent shared that the Congresswoman is holding a town hall meeting on January 23 at the SSFHS auditorium. She encouraged all high school students to attend.

▪ ASB Reports

- Daniella Dayow, ASB Vice President, El Camino High School, said the following site committees met to address areas of growth; the Bell Schedule Committee will be resending a video to parents to inform them of the purpose and components of the bell schedule; in February, the Culture and Climate Committee will present a video to students concerning sexual harassment and prevention, followed by students providing feedback via a survey; the Professional Development Committee addresses the needs and assessment surveys from staff to develop a professional development calendar to adjust those needs; the Discipline and Safety Committee has been reviewing and updating the Student Handbook in regards to school rules and discipline policies dealing with attendance, dress codes, tardies and absences; the

Communication Committee is looking into ways to improve the school's website; and the Capstone/CTE Committee is focusing on two pathways in the Culinary Arts and Science.

- Kristie Poon, ASB President, South San Francisco High School, shared the following events at her school. The ASB executive officers helped to create a fundraising manual detailing with everything club advisors and officers need to know about managing funds and included copies of all paperwork with detailed instructions to explain exactly how things need to be done to improve the efficiency between clubs, ASB, and the office; from the Administrative Team, the 9<sup>th</sup> grade Building Assets, Reducing Risks (BARR) program has begun holding honor roll assemblies for the first time in many years; Club Rush 2.0 takes place tomorrow; on January 22, the Winter Blood Drive will be held; Spirit Week is also being held next week; and on January 24, the Candyland themed Winter Rally is scheduled. The ASB website, SouthCityASB.com, has been launched with photos, resources, apps, and information on club promotions.

As this is her last meeting as the Student Trustee, Ms. Poon thanked the Board for being welcoming. She will cherish her experience and carry it with her the rest of her life.

## **L. COMMUNICATIONS**

Amanda Fehoko, a Los Cerritos ES teacher, spoke about the need for a more permanent school psychologist. She said this is the site with the greatest need, but the Academic Support Teacher is being pulled to other sites and students are not being served. Dr. Moore will follow up on this with Principal Kennelyn Celeste.

## **M. PRESENTATIONS**

### **1. EDUCATIONAL SERVICES**

#### **a. Teaching and learning presentation: Alta Loma MiddleSchool**

Principal Reichle shared educational priorities and programs at ALMS.

Trustee Lujan complimented Mr. Reichle and said his belief in his team and passion comes through. She appreciated his calling out literacy as being more than the English teacher's responsibility.

Trustee Baker said the follow up is great on "What to do if they don't know it?" The Board trusts the RamFam and how they advocate for students.

Principal Reichle acknowledged Assistant Principal Dr. Teri Pallitto for

her collaboration, amazing support, and for being a team member. She is a consummate professional and they complement each other.

Trustee Richardson noted there are many new teachers at the site. Mr. Reichle said there has been a 50% turnover in the last two and one half years and there is a good blend of teachers in place.

Vice President Flores commended Mr. Reichle for his strong understanding of the framework and being an ambassador. He said it is great to implement change by getting behind it and having people believe in his message and trust in what he's doing. Student involvement is also important. He inquired about the most pressing issue at the site. Mr. Reichle replied that if teachers are not in classrooms, instruction days don't happen. Vice President Flores stated that he appreciates the team work and collective thoughts. He asked if they plan to revisit their mission statement. Principal Reichle noted it was revised two years ago and they revisit it yearly, but it is succinct, simple, and covers everything.

Student Trustee Poon left the meeting at 8:09 p.m.

**a. Performance Management - SSFUSD CA Dashboard Results 2019**

Assistant Superintendent Keith Irish presented information on the CA School Dashboard results released in December 2019 by comparing the performance of each site and the District with data from the past two years, 2017-18 and 2018-19. He referenced the District's Communication, Achievement, and Relationships (CAR), which is the path of academic success for all students in terms of equity. All parts of the car represent elements of the District's success plan. He is focusing on strengthening systems through the gas tank for benchmarks and the vehicle's dashboard for assessments to correct or change course.

**Performance Management (PM)**

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




**NOTE: Performance Management (PM) Reminders:**

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




CA Dashboard current performance indicators






**Color coding legend for the following indicators/progress towards goals**

-  Green dot means – increased/increased significantly
-  Yellow dot means - maintained
-  Red dot means- declined/decline significantly




Academic ELA Indicator (District is green)

-  Los Cerritos ES, Martin ES, Monte Verde ES, Skyline ES, Spruce ES, Sunshine Gardens, ES, Parkway Heights MS, Westborough MS, ECHS and SSFUSD
-  Buri Buri ES, Junipero Serra ES, Ponderosa ES, and SSFHS
-  Alta Loma MS




Academic Math Indicator (District is yellow)

-  Los Cerritos ES, Junipero Serra ES, Martin ES, Monte Verde ES, Spruce, ES, Sunshine Gardens ES, Parkway Heights MS, ECHS and SSFHS
-  Ponderosa ES, Baden HS, and SSFUSD
-  Buri Buri ES, Skyline ES, Alta Loma MS, and Westborough MS




College/Career Indicator (District is yellow)

-  ECHS and SSFUSD
-  Baden HS and SSFHS
-  NONE




Graduation Indicator (District is green)

-  ECHS and SSFUSD
-  SSFHS
-  Baden HS




**Color coding legend for the following indicators/progress towards goals**

-  Green dot means – declined/decline significantly
-  Yellow dot means - maintained
-  Red dot means- increased/increased significantly


Suspension Indicator (District is orange)


-  Martin ES, Ponderosa ES, Skyline ES, Spruce ES, Alta Loma MS, Parkway Heights MS, and SSFHS
-  Buri Buri ES, Junipero Serra ES, Monte Verde ES, Baden HS, and SSFUSD
-  Los Cerritos ES, Sunshine Gardens ES, Westborough MS, and ECHS

Chronic Absenteeism Indicator (District is orange)

-  Skyline ES, Spruce ES, and Westborough MS
-  Ponderosa ES, Sunshine Gardens ES, and Alta Loma MS
-  Buri Buri ES, Junipero Serra ES, Los Cerritos ES, Martin ES, Monte Verde ES, Parkway Heights MS, and SSFUSD

Summary

-  Academic ELA - 11 of 16 sites (69%) Increase/Increased Significantly
- Academic Math - 9 of 16 sites (56%) Increase/Increased Significantly
- College/Career - 2 of 4 sites (50%) Increase/Increased Significantly
- Graduation - 2 of 4 sites (50%) Increase/Increased Significantly
- Suspension - 11 of 16 sites (69%) Declined/Declined Significantly

 Chronic Absenteeism - 3 of 13 sites (23%) Declined/Declined Significantly

Trustee Lujan asked how chronic absenteeism is being addressed. Mr. Irish replied he is working with Dr. Spaulding and Director Ryan Sebers to address systems, pulling reports every two weeks to determine the reasons for absences, and developing a positive messaging campaign to educate parents to readjust vacation time.

Trustee Baker said the data is a great starting point and next year's presentation may show movement.

Trustee Richardson said she appreciates the focus on data and asked if the District's consultants are helping. Mr. Irish said they are helping with a coaching cohort and added support for site leaders. Trustee Richardson inquired when the next set of data would be available. Mr. Irish replied the Dashboard provides annual metrics each December and Smarter Balanced Assessments take place in April.

Vice President Flores said it was an understandable presentation. He commented on the fact that one or two suspensions can affect absence levels. Mr. Irish said two elementary schools last year had no suspensions, and then one incident occurred with two students being suspended. However, there is no suspension problem in the District's elementary schools. Vice President Flores noted the disconnect with some good academically performing schools having some of the highest chronic absence levels. Some principals are using newsletters to get parents to understand the significance of absences. Vice President Flores suggested a PIO campaign, in English and Spanish, advising parents when not to take kids out of class during the school year.

President Murray stated that it was a positive report and the District is moving in the right direction. Mr. Irish thanked the Board for their support and said progress is being made at the sites.

## 2. BUSINESS SERVICES

### a. Audited Actuals Report for the Year Ended June 30, 2019

Andrew Park, a representative from Eide Bailley, CPAs reviewed the District's Audited actuals report for the year ended June 30, 2019.

Mr. Park advised that auditors are agents of the Board and report directly to them. He said an audit is "a process designed to provide **reasonable assurance** that the financial statements are free of material miss-statements". Auditors provide assurance in the form of

opinions on a set of financial statements at a given point in time. The principle of audit is based on sampling. The highest level of assurance is “unmodified”, then “qualified”, with the lowest being an “adverse or disclaimer”. An unmodified opinion means a clean opinion where the auditors are in agreement with the District’s numbers based on audit procedures performed. A modified opinion is issued in a situation where auditors present a set of financial statements where they don’t agree in some areas.

### Opinions

The auditors provided the following opinions for the District’s 2018 - 19 audit.

- **Financial statements** - “unmodified” opinion for internal controls with no material weaknesses, but material deficiencies were reported.
- **Federal awards compliance** - the District is leveraged by Federal funds and auditors report their results to the federal government, which determines what programs they need to audit. For this audit, Special Education was the area of focus. An “unmodified” opinion was reported, with the controls to insure compliance with Federal assistance is working as intended.
- **State awards compliance** - annually the State Controller directs independent auditors on what programs to audit and the audit procedures. An “unmodified” opinion was reported except for compliance related to attendance and pupil counts.

### Findings

1. **Financial statements** - some errors occurred as the result of staff turnover, especially in the Director of Fiscal Services position.
2. **Overpayments of vacation** - sites manually submit vacation and sick days for employees. When an employee has used up their allotted days, they sometimes are overpaid and the District needs to dock their pay to get the money back. All departments need to maintain complete and accurate records.
3. **Attendance reporting** - the person responsible for accumulating and compiling the District’s attendance reports retired. It is a personnel issue and one that needs more attention.
4. **Unduplicated LCFF pupil counts** – the key Educational Services person left, creating a gap in the process.

Mr. Park noted this is the fourth year of negative findings for SSFUSD and it is a question of how to address the situation.

The Board thanked Mr. Park for the effectiveness of the audit and acknowledged a few items for follow up.

**b. Measure J/Bond Audit for the Year Ended June 30, 2019**

Mr. Park also completed the Bond audit. He stated that \$9.9M was the balance at the start of the 2018-19 year. \$3.6M was spent in payroll, services and supplies, and construction. The ultimate question auditors ask is whether the District spent the money where expected.

Results

This is a yes or no audit on whether the District complied with the ballot measures. \$3.4M was audited with invoices and supporting documents. There were no deviations which needed to be reported.

**c. Technology Network Infrastructure Audit Findings**

Director Joe Siam presented the Technology network infrastructure audit findings and recommendations for improvements.

There are currently 10,000 users – 1,000 staff members and 9,000 students. 10K devices are on the District network, which represents an increase of 7K since 2013. Inconsistent network performance is a frequent complaint. The IT team worked with a consultant to perform a network infrastructure audit which involved:

- Inspecting existing network infrastructure
- Reviewing locations of equipment/cabinets
- Reviewing specifications of hardware, cabling, and installation

Mr. Siam presented photos of these existing examples:

- Network equipment inside of classroom (unsightly and noisy)
- Poor network cabling standards (damaged network jack)
- Incorrect installation of wireless access point (mounted vertically instead of horizontally)
- Inconsistent installations and quality of network cabling
- Inconsistent network electronics
- Inconsistent installation and quality of wireless access points

Recommendations

To replace network cabling and equipment:

- Follow best practices and current industry standards
- Quality installation and high standards
- Consistent and equitable deployment of equipment
- Results will be reliable and capable of serving existing and future equipment

He then presented examples of Industry Standards:

- Network equipment and servers in storage closet secured inside of cabinet
- Network equipment and servers in storage closet secured inside of cabinet

- Correct installation of wireless access point (mounted horizontally instead of vertically)

#### Estimated Costs

- Conservative estimate - \$6.7M
- District could utilize Federal funding (Erate)
  - Potential supplementary funding of ~\$700K
- Competitive bidding process could also give more favorable pricing
- Working with Assistant Superintendent of Business Services on funding
  - \$1.5M - \$2M from General Fund
  - Remainder from Deferred Maintenance Program funds

#### Recommendations

- Authorize staff to enter into a contract with Infinity Communications to help develop master plan and assist with bid process.
  - Helping the District with Erate process to apply for funding
  - Working with the District to develop information for the Request for Proposal (RFP).
  - Assist with publication of the RFP.
  - Work with the District to evaluate the bids received for the project.
- Authorize staff to solicit bids for this project
- Staff will bring the results of the Request for Proposal back for approval at a future Board meeting.

Mr. Siam advised that there is a deadline of March 25, 2020 for Erate filing.

Vice President Flores said he appreciated the pictures which are vivid examples of the need to upgrade, especially in regards to safety. He asked if Infinity Communications or staff handle the RFP approval process or bids. Mr. Siam replied that Infinity Communications does not handle cabling, which is the focus of the RFP proposal, but they act as the District's Erate consultants. He added that Erates are more complicated now and a staff error could be impactful. It comes down to cost vs. benefit.

Christian Baker, from Infinity Communications, told the Board his company has 300 US clients. The Erate process lasts months. The RFP process follows strict guidelines. Districts are fighting for funds and Infinity Communications does the work, taking the burden off of the districts. Vice President Flores inquired about their success rate. Mr. Baker said it has been at 100% for the last three years. They are a clearing house for bidders. Vice President Flores asked how Infinity Communications can assure they will stay within the timeframe. Mr.

Baker said they must do so as there are no extensions.

Trustee Richardson asked when IT was last revamped. Mr. Siam said not including Serra Vista, it was upgraded four to five years ago. Trustee Richardson questioned radiation from more cell towers. Mr. Siam replied there will not be any cell technology, but safe wireless access points. In response to Trustee Richardson's question, Mr. Siam said he would get information on measuring radiation emissions.

Trustee Baker wanted to make sure the revamping includes planning for future capacity. Mr. Siam confirmed that it does.

Trustee Lujan said this is a clear and compelling picture of the District's current technology.

## **N. CONSENT AGENDA:**

MOTION #387 (Lujan/Baker) to approve Item 1a, Minutes to the Special Board meeting, December 12, 2019; Item 1b, Minutes to the Regular Board meeting, December 12, 2019; Item 2a, SSFHS cheerleading students to participate in the USA Cheerleading National Competition in Anaheim, CA; Item 2b, SSFHS wrestling students to participate in the Central Coast Section Championship in San Jose, CA; Item 2c, SSFHS staff member to participate in the CADA State Conference in Reno, NV; Item 2d, School Accountability Report Cards (SARCs) for all sites; Item 2e, CPT 1 vendor agreement between SSF Adult Education and Harper Rand; 3a, Certificated Personnel Assignment Order; Item 3b, Classified Personnel Assignment Order; Item 4a, Purchase Order Listing, December 1 - December 31, 2019; Item 4b, Warrant Register, December 1 - December 31, 2019; Item 4c, Cash Receipts, December 1 - December 31, 2019; Item 4d, Gifts to the District for December 2019; Item 4e, Declaration of surplus items; Item 4e, 2019-20 fundraising events; Item 4f, Professional service agreements under \$25,000. Motion Carried (Unanimous)

## **INFORMATION/DISCUSSION**

### **1. HUMAN RESOURCES**

#### **a. Williams Uniform Complaints for Fourth Quarter Ending 12/31/19**

Dr. Spaulding presented the Quarterly Report on Williams Uniform Complaints for the quarter ending 12/31/19, per Education Code Section 35186. This form deals with complaints regarding textbooks, facilities, and teacher misassignment.

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

## 2. BUSINESS SERVICES

### a. Update on Governor's 2020- 21 Budget Proposal

Assistant Superintendent Ted O reviewed information on Governor Newsom's proposed State budget for the upcoming fiscal year and impacts to the District as discussed at the School Services of California workshop held on January 16, 2020.

#### LCFF (Local Control Funding Formula)

The Governor's proposed budget includes a \$1.2B increase for LCFF, which reflects a 2.29% COLA. This was a bit lower than the 3% projected at the adoption of the current 2019-20 State budget. However, this additional funding will not affect our District, as we are Basic Aid and get the majority of our funding through property taxes.

#### One-time Discretionary Funds

Again, the Governor's budget does not propose any one-time discretionary funds for school districts. In his last four years in office, Governor Brown provided school districts with large one-time discretionary funds to help districts with economic recovery.

#### Rainy Day Fund

Governor Newsom continues to build additional reserves beyond the \$16B currently set-aside. He is proposing adding \$1.9B for 2020-21 and an additional \$1.4B over time. This would bring the fund to \$19.4B by 2023-24 and would help the State weather a future economic storm. should it occur.

#### CalSTRS and CalPERS (Employee Pensions)

In the current 2019-20 State budget, Governor Newsom provided \$3.15B to assist districts with the rising pension costs for employees. However, he does not propose to provide any additional CalSTRS and CalPERS relief for school districts in 2020-21.

#### Early Childhood Education and Pre-school

This continues to be the Governor's top priority. He is proposing various pots of funding in this area.

#### Special Education

In the current 2019-20 Budget, Governor Newsom provided \$152M for Special Ed AB 602 and another one-time flexible funding to school districts of \$493M. He is again proposing funding in these two areas. However, the one-time funding will come with requirements

In the next few months, the California legislature will consider the budget proposal, either pushing back on the Governor's priorities or proposing their own. Governor Newsom will release his mid-May

revision, an update to his proposed budget for next year. Mr. O will then share the updated information with the Board.

**ACTION** *(continued)*

**1. ADMINISTRATION**

**a. Resolution No. 20-01 In support of Schools and Local Communities Funding Act**

Board Clerk Baker read the resolution.

MOTION #388 (Lujan/Richardson) to adopt Resolution #20-01: In support of Schools and Local Communities Funding Act.. (AYES: Baker, Flores, Lujan, Murray, Richardson; NOES: None). Motion Carried (Unanimous)

**b. Approval of Waiver Application of a By-Area-Trustee Election**

MOTION #389 (Lujan/Richardson) to approve and direct the Superintendent to move forward with applying for the waiver of a By-Area-Trustee election requirement. Motion Carried. (Unanimous)

**2. HUMAN RESOURCES**

**a. Approval of Early Retirement Incentive MOU**

MOTION #390 (Flores/Baker) to approve the Early Retirement Incentive MOU between the District and the SSFCTA. Motion Carried. (Unanimous)

**3. BUSINESS SERVICES**

**a. Approval of Change Order #3 to the HY Architects Agreement for the Martin ES Modernization Project**

MOTION #391 (Lujan/Murray) to approve change order #3 to the HY Architects agreement, in the amount of \$42,026, for the Martin ES modernization project. Motion Carried. (Unanimous)

**b. Approval of Amendment #1 to the Construction Management Services with Cumming, Inc.**

Trustee Baker noted the amendment stated that the fields would be completed in April or May. He asked if this timeframe does not include the sod setting time. Construction Manager William Gong replied it did

not and the establishment period for the sod would be about two months.

MOTION #392 (Lujan/Richardson) to approve amendment #1 for Construction Management services with Cumming, Inc. in the amount of \$63,100, for the Martin ES modernization project and four field projects. Motion Carried. (Unanimous)

**c. Approval of Change Order #2 for the SSFHS Baseball and Softball Fields Project**

Trustee Richardson asked what the change order covered. Mr. Gong replied it is a combination of three line items and provided details of the work needed. Trustee Richardson questioned whether this was to repair prior construction work. Mr. Gong said it was not and the area was outside of that scope or work.

MOTION #393 (Baker/Lujan) to approve change order #2 to the Suarez Munoz, Inc. agreement, in the amount of \$96,399.55, for the South San Francisco HS fields projects. Motion Carried. (Unanimous)

**d. Approval of Change Order #3 to the CWS Construction Group Agreement for the Martin ES Modernization Project**

Trustee Richardson asked about this change order. Mr. Gong replied the work is mostly in building 'C'. They are replacing windows which connect to the roof to insure the area is watertight. Trustee Richardson suggested Facilities Management Consultant Bill Savidge look into the City's window project for buildings which are in the SFO flight path.

MOTION #394 (Lujan/Flores) to approve Change Order #3 to the CWS Construction Group, Inc. agreement, in the amount of \$22,650, for additional work in the Martin ES modernization project. Motion Carried. (Unanimous)

**REVIEW OF FUTURE AGENDA ITEMS AND MEETINGS**

President Murray requested a study session on District projects/programs including Dual Immersion. The Trustees agreed to hold this Special Board meeting on April 2, beginning at 6:15 p.m.

**January 23, 2020 – Board study session - (Board room)**

- Equity Network discussion

**February 13, 2020**

- Teaching and learning presentation - Sunshine Gardens ES
- Presentation on suspensions and expulsions
- Presentation on Nutrition Services
- Introduction of new Student Trustee Yao
- Resolution honoring African American History Month

**February 27, 2020**

- Teaching and learning presentation - Monte Verde ES
- Presentation on the Boys and Girls Club
- Presentation on Vote4Kids
- 2020 CSBA Delegate Assembly election

**March 12, 2020 - Televised**

- Teaching and learning presentation - ECHS
- Presentation on vaping and e-cigarettes
- Presentation and acceptance of Second interim budget report “positive certification”
- Approval of SPSAs
- LCAP update
- Resolution honoring Women’s History Month
- Resolution for Red Cross Month
- Approval of dates for 2020-21 LCAP and Budget Hearings and Adoptions

**March 19, 2020**

- Teaching and learning presentation - SSFHS
- Presentation on Middle College at Skyline College
- Presentation on Career Technical Education (CTE) and Genentech
- Bell schedule update
- Approval of the roll-over produce award for 2020-21
- Approval of the dairy product award for 2020-21
- Resolutions for retirees
- Approval of E-rate subsidy bid

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

- District programs

**April 9, 2020**

- Teaching and learning presentation – Parkway Heights MS
- Presentation on the Facilities Department
- 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

**April 23, 2020**

- Teaching and learning presentation - Los Cerritos ES
- Presentation on Performance Management - Information Technology
- Recognition for Spelling Bee winner
- Recognition of Helix Cup Science Competition winners
- Resolution for Day of the Teacher (5/5)
- Resolution for Classified School Employee Week (5/17-5/23)

**SUMMARY OF BOARD DIRECTIVES**

1. Dr. Moore to follow up with Los Cerritos ES Principal Celeste regarding a permanent school psychologist at the site.

**GOOD AND WELFARE**

Trustee Lujan reported she attended the recent SMCSBA Legislator Forum where items such as school lunch balances and safety were discussed. Today she participated in a County Health System discussion on opportunities for students and how to engage them.

Trustee Baker said he also attended the Legislator Forum and then went to the funeral of former District principal, SSF Mayor, and Board member Midge Damonte, who recently passed away. He also participated in this week's school visits with Trustee Richardson and Dr. Moore.

Trustee Richardson thanked Mr. O for the report on Governor Newsom's budget. She also paid her respects to Mr. Damonte, who was well-respected and will be interred at the Golden Gate National Cemetery. She reported that NBC news came to her home regarding airplane noise.

Vice President Flores said he attended Richard Holt's memorial service. He shared that he has been ill recently and thanked his fellow Trustees for representing the Board at events.

Mr. O said he is glad to be fully staffed including his positions of Director and Executive Assistant.

Dr. Spaulding shared that he and Director Sebers are excited to begin the Alternative to Suspension program next week.

Mr. Irish thanked teachers for helping the Educational Services team.

Dr. Moore thanked HGC partners for the District's coaching cohort.

**ADJOURNMENT – 9:46 p.m.** in memory of

- **Anthony Auimatagi**, a SSFHS graduate and son of a Jefferson Elementary School District Board member, who recently passed away.