

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT**  
**Minutes of the Board of Trustees' Meeting of November 14, 2019**

**OPEN SESSION** - 7:02 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. 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 Martin ES student Phoebe Oseguera. Principal Jonathan Covacha introduced 4<sup>th</sup> grade teacher Ms. Ward who said Phoebe is a member of Girls on the Run, participates in the Gene Academy, is an excellent role model, and enjoys drawing and gymnastics.

**D. REVIEW OF AGENDA** - No changes.

**E. RECOGNITION AWARDS** - Daina Lujan representing the Board, along with Principal Covacha and Superintendent Shawnterra Moore, recognized Martin ES volunteers Yessenia Flores, Brenda Hammond, Joe Lindell, Jennifer Phillips, and Yessenia Solis with certificates of appreciation.

**F. PTA COUNCIL REMARKS** - PTA Council Communications Officer, John Sanna, reminded the Board the PTA Holiday Potluck is now scheduled for Tuesday, December 10 at Martin ES.

**G. STAFF ASSOCIATION REPRESENTATIVES' REMARKS**

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

**South San Francisco Classroom Teachers Association** - President Danny Yanow said he was thinking of safety in light of the Southern California school shooting today and applauded the Board and Dr. Moore for prioritizing safety and working to improve the sites. He agreed with the decision to keep two schools open during the power outages and said the District needs battery back-ups for phones. It is less than a year to get air conditioning in classrooms where it is needed and he appreciates that the process is underway. He also appreciates how the District is getting information out to the public on cultural events such as the plays at SSFHS and ECHS.

**California School Employees Association Chapter 197 – None**

**H. PERSONNEL COMMISSION** - Assistant Superintendent Jay Spaulding reported that the last meeting was held on October 21. During that meeting, they ratified twenty seven position announcements and fifteen eligibility lists. The next Commission meeting will take place on November 18, 2019.

**I. ITEMS FROM BOARD** - None

**J. SUPERINTENDENT'S REPORT**

**a. Staff Development Day** - Dr. Moore shared that a successful staff development day took place on November 1. Nutrition Services employees participated in a training given by the Center of Ecoliteracy. In that training, employees learned how to showcase food in the serving lines, build attractive salad bars, take enticing pictures of the food, and provide high quality customer service to students. Certificated staff engaged in a structured process for examining student learning data that will lead to identifying best practices in order to increase learning outcomes for all students. SpEd staff met for a day of learning opportunities, with a morning session focused on IEP best practices and legal updates with one of the District's SELPA administrators. This was followed by instruction on trauma informed practices, and breakout groups learning CPR, first aid, and restraint training.

**b. Central Coast Section (CCS) Championships** - Superintendent Moore acknowledged the ECHS girls' volleyball team for their historic 2019 run of 14-0 in league and reaching the semi-finals of the CCS division III playoffs for the first time ever. She also thanked Coach Apollo Madayag.

**c. Certificates of Appreciation for Map Proposal Participants** - the Superintendent referenced LCAP Goal #3 for community engagement and acknowledged maps the District received for proposed Trustee voting areas. Certificates of appreciation were provided to Cindy Alger, Elsy Cordova, Elisa Nunez, and Erick Ocon who participated by submitting maps as part of the process.

Ms. Alger thanked Trustee Mina Richardson for attending National Night Out and engaging the community in the map designing process.

The next steps in the process are to forward the map to the County Committee on District Organization and then the Elections Office for the 2020 election. Also, an official message and the newly adopted map will be added on the District's website.

**d. Ruby Bridges Day** - Dr. Moore praised the Ruby Bridges Walk to School Day event which took place today. About 100 students, parents, administrators, police, and community members participated in the walk. Four sites were represented and students did an amazing job of celebrating, advocating, and honoring Ruby Bridges. Several media outlets were there to capture the event.

- ASB Reports

- Kristie Poon, ASB President, South San Francisco High School, shared the following events at her school. The October 25 Haunted House and Pumpkin Fest netted over \$1,000 in profits; the play 'Julius Caesar' is being held this week; the Counseling Department held two Cash for College workshops for senior parents; in two weeks, ASB will be attending the annual CADA conference on November 25 in Union City; and a blood drive will take place in January. SSFHS lost the Bell Game and the site is now in the process of transitioning to winter sports.

Trustee Richardson asked what the age is for students to donate blood. Ms. Poon replied it is 16 years.

- Amanda Yoa, ASB President, El Camino High School, highlighted the following recent and upcoming events on campus: Homecoming Week was held October 14-19 and the senior class won homecoming; the Homecoming dance was successful with over 300 students attending; for Halloween the school was decorated, Ballet Folklórico performed, and ASB students wore X-Men costumes; a Bell Game rally was held in support of their team's 39-0 win over SSFHS; on November 21-24, the Drama department is staging 'The Pajama Game'; for Thanksgiving, ASB will decorate the school with die cuts for teachers and students; she is participating in the November 25 CADA conference; and a Winter Ball formal dance will take place on December 6 at the Municipal Services Building.

**K. COMMUNICATIONS** *(all comments followed the Information/Discussion Item 1a, Funding for High School Bands)*

**L. PRESENTATIONS**

## 1. EDUCATIONAL SERVICES

### a. Teaching and learning presentation: Martin Elementary School

Principal Jonathan Covacha shared, with the Board, educational priorities and programs at Martin Elementary School. He said construction is on target to finish work at the site in March. Afterwards, two students spoke about Ruby Bridges Day and thanked the Board for supporting their efforts.

The Board applauded the students, staff, and parents for the sense of community, spirit, and improved statistics at the school. Students find their voice and passion and the whole child is supported. Principal Covacha, Mrs. Carlino, and Ms. Flores were thanked for helping their students to thrive and become good citizens. The daily validations, where teachers tell students they are loved, have a positive impact on them. Students demonstrate leadership and the amazing turnout for Ruby Bridges Day was noted.

## M. CONSENT AGENDA

Trustee Richardson requested Item 4g, be pulled for discussion. Trustee Eddie Flores asked for Items 2a, 2c, 2f, 2h, and 2q to also be pulled for discussion.

President John Baker, in regards to Item 1h, voting district map #105b, thanked Trustee Richardson for her community outreach on the maps. He said the two maps received from the public were superior to the demographer's maps. Trustee Richardson thanked the administration, especially Superintendent Moore, for their hard work which helped to get the community to come on board for the District.

MOTION #348 (Lujan/Murray) to approve Item 1a, Minutes to the Special Board meeting, October 3, 2019; Item 1b, Minutes to the Regular Board meeting, October 10, 2019; Item 1c, Minutes to the Special Board meeting/Community Forum, October 24, 2019; Item 1d, Minutes to the Special Board meeting/workshop, October 26, 2019; Item 1e, CDE childcare contract CCTR-9247 amendment #2; Item 1f, CDE childcare contract CSPP-9539 amendment #2; Item 1g, Children's Center 2019-20 QRIS block grant; Item 1h, voting district map #105b and authorize submission to the County Committee for School District Organization; ~~Item 2a, ECHS students to participate in a dance training event in Tacoma, WA; Item 2b, SSFHS teachers to participate in a conference in Orlando, FL; Item 2c, SSFHS basketball students to participate in an event in Groveland, CA; Item 2d, ECHS wrestling students to participate in the Napa Valley Classic in Napa, CA; Item 2e, ECHS wrestling students to participate in the Mid Cal Championships in Gilroy, CA; Item 2f, SSFHS AVID students to participate in the "College Tour of Southern California"; Item 2g, ECHS wrestling students to participate in the Central Coast Championships in San Jose, CA; Item 2h, SSFHS wrestling students to participate~~

~~in the CIF Boys State Tournament in Bakersfield, CA; Item 2i, ECHS wrestling students to participate in the CIF Boys State Tournament in Bakersfield, CA; Item 2j, Alta Loma MS staff to participate in the CADA State Conference in Reno, NV; Item 2k, the implementation of Science from Sciences program in six schools; Item 2l, an agreement with Welldom to fulfill SpEd staffing needs; 2m, an agreement with 360 Degree Therapy to fulfill SpEd staffing needs; 2n, an agreement with Sunbelt Staffing to fulfill SpEd staffing needs; 2o, an agreement with StaffRehab to fulfill SpEd staffing needs; 2p, an agreement with Therapy Travelers to fulfill SpEd staffing needs; Item 2q, an agreement with Harper Rand to provide health courses at SSF Adult Education; 3a, Certificated Personnel Assignment Order; Item 3b, Classified Personnel Assignment Order; Item 4a, Purchase Order Listing, October 2019; Item 4b, Warrant Register, October 2019; Item 4c, Cash Receipts, October 2019; Item 4d, Gifts to the District for October 2019; Item 4e, Declaration of surplus items; Item 4f, 2019-20 fundraising events; Item 4g, Professional service agreements under \$25,000. Motion Carried (Unanimous)~~

Trustee Flores expressed concern with the field trip requirements in Items 2a, 2c, 2f, and 2h. He wants to make sure students are safe and the District starts looking at student to chaperone/teacher ratios, which seem to be too high. For Item 2a, and other trips with airport travel, he said it is also important not to send students in large groups with too few adults. For Item 2c, he asked if the host family members are approved volunteers and also questioned the District's insurance and liability when using a cabin for this overnight trip. Assistant Superintendent Keith Irish replied he has contacted SSFHS's head coach and they are working on a system to check the student to chaperone ratios for field trip requests. As the District policy is vague and does not specify a ratio, school sites are able to determine this. The Board and Cabinet will need to consider higher costs with lower ratios. School sites pay all the costs and must make hard decisions. Parent volunteers are used since teachers are in the classrooms. He is also working with HR on the clearance process and would like to have clearance confirmed before the memo is submitted for Board approval. His proposal would be phased in during upcoming school years. Mr. Irish added that not all overnight trips have always been submitted to Educational Services. He suggested pulling the item and getting more information before bringing it back for Board approval and asked if Trustee Flores wanted more details on the itinerary or additional chaperones. Trustee Flores said chaperones is the priority. He recommended also bringing back Item 2f. President Baker noted that the college tour needs approval now to reserve transportation, hotels, etc. Trustee Lujan said clarity on the chaperone ratio is needed. Mr. Irish stated that the college tour is a structured trip and staff is identified in the memos. The site can try to get another chaperone for the trip. Trustee Flores suggested a larger discussion on chaperones in a Board workshop. Trustee Lujan was concerned with students missing out on the trip if approval is moved to December. She said details on chaperones is needed in a Board policy or AR. President Baker stated that they need to set rules, but they would not apply to existing trips. Trustee Flores agree to not pull Item 2f. Mr. Irish will bring back an itinerary, chaperone clearance, and an alternative plan if a volunteer is not

cleared. Trustee Richardson asked about the time needed to clear volunteers. Dr. Spaulding said it varies and usually takes one week, but recently the Department of Justice was backed up and approvals were slow. Volunteers are given a fingerprint form to begin the clearance process.

Item 2c was pulled and will be re-submitted to the Board at the December 12 meeting.

Trustee Flores requested an update on Item 2q, when the curriculum is finalized.

MOTION #349 (Flores/Lujan) to approve Item 2a, ECHS students to participate in a dance training event in Tacoma, WA; Item 2f, SSFHS AVID students to participate in the “College Tour of Southern California”; Item 2h, SSFHS wrestling students to participate in the CIF Boys State Tournament in Bakersfield, CA; Item 2q, an agreement with Harper Rand to provide health courses at SSF Adult Education. Motion Carried (Unanimous)

Regarding the CSBA consultant fee in Item 4g, Trustee Richardson asked about the consultant’s expenses and whether the Trustees could vote on consultant services for the workshops on a yearly basis. Dr. Moore explained that two workshops, which are Board approved, are held annually and the fees are \$3,400 for a 2-day workshop and \$2,700 for a 1-day workshop. Travel expenses vary and if the consultant is facilitating another workshop nearby, both districts share the costs. For the May 18, 2019 workshop, the cost was \$342 and for the October 26, 2019 workshop it was \$368. Trustee Richardson also asked about options for other consultants because of her experience with the current CSBA consultant. Dr. Moore noted that other CSBA consultant fees would be the same. Also, many districts use CSBA as it aligns with their policies and practices. President Baker said he is happy with the current consultant who discusses risks, responsibilities, and expectations with Board members. Also, SSFUSD’s CSBA consultant is in high demand and helps the District work as a unit. Vice President Patricia Murray agreed and believes the District’s continuity is important. Trustee Lujan said she respects CSBA as they author Board policies and understand the direction of the District. Their current consultant is very knowledgeable. Trustee Flores confirmed that the current facilitator has been tremendously helpful to him. She is seasoned, teaches the Masters in Governance classes throughout the State, prepares well for workshops, is respectful, and a strong asset.

MOTION #350 (Flores/Lujan) to approve Item 4g, Professional service agreements under \$25,000. (AYES: Baker, Flores, Lujan, Murray; NOES: None; ABSTAIN: Richardson). Motion Carried.

## **INFORMATION/DISCUSSION**

### **1. BUSINESS SERVICES**

#### **a. Funding for High School Bands**

Assistant Superintendent Ted O presented the following information on funding which includes the District's high school band programs.

- At a previous Board meeting, high school staff spoke about the need for additional funding to cover the high cost of transportation for the band.
- The Board requested information on funding for the District's high school band program.
- Each year, schools in the District are provided various budget allocations. They include a:
  - Discretionary budget
  - Custodial supplies budget
  - Library budget
  - Co-curricular budget
  - Different budgets to support At-Risk Students and English Learners
- The two budgets that may be used for band transportation are the discretionary budget and the co-curricular budget.
- In the current year, ECHS received a discretionary budget of \$139,370 and SSFHS received \$145,310.
- The amounts are determined based on the number of students at each site (\$110 per student).
- In addition, each high school receives \$30,000 per year for co-curricular needs.
- The discretionary budget is used for the daily operation of the school, which includes:
  - Purchasing office and instructional supplies and equipment (computers, cabinets, projectors, etc.)
  - Field trips, assemblies, and other contracted services
  - Travel and conference
  - Copying and postage charges
  - Additional staff support or substitutes
  - Allocations to different departments at the school (Arts & Crafts, Drama, Band/Music, Culinary Arts, Dance, Science, Woodshop, Ceramics, Math, Physical Education, and Photography)
- The co-curricular budget is used for equipment repairs (instruments and sports equipment) and also transportation (chartered buses).
- The principals at each high school determine the allocations to the various departments at their sites.
- Each site does their allocation differently based on the needs of the school.
  - One high school provides a baseline allocation and formulas (number of sections and the number of teachers in the department). For anything beyond that, each department submits proposals for additional funding.

- For the other high school, it has not been consistent and the amount changes each year based on the funding available after the school's operation costs are determined.
- In terms of fundraising, one high school band brought in just over \$2,000 for the year. The other high school does not fundraise for their four band competitions. All the fundraising they do is for the band's trip to Disneyland.
- In the spring, Assistant Superintendent O will be working with the high school principals to determine the budget allocations for the next school year.
- To be fair, they will be reviewing the amounts allocated to each department at the school. The District has a limited amount of funding available and many needs, so not every department will get everything they ask for.
- Following the 1<sup>st</sup> Interim Financial Report in December, Mr. O will be working with the high school principals to determine what funding is available and what can be done for this year.

## COMMUNICATIONS

Antende Meyers, an ECHS senior and 4<sup>th</sup> year band member, said trips are a learning experience where students work with other musicians and expand their knowledge. Funding would benefit the next generation.

Michael Wong, an ECHS junior and 3<sup>rd</sup> year band member, said budget cuts are a missed opportunity for performing and competitions. He has received self-validation through the music and is asking for a more reasonable budget.

Nikaella Mariano, an ECHS sophomore and 2<sup>nd</sup> year band member, said music has helped her grow as a student and work as a team member. She requested that funds be increased.

Judy Wedekind, a community member, said music students become confident and playing in a band helps them in other subjects. She asked for a way to help the kids with their trips as they give so much to the community by performing at concerts, sporting events, etc.

Timothy Tjitradjaja, a band student since 5<sup>th</sup> grade, said he believes with transportation funding students can attend clinics and that music promotes confidence and provides students with exposure to different cultures. The ECHS bands have received awards at competitions.

Ray Galela, ECHS's music teacher, said music festivals provide clinics with the best music educators and students attend with band members from other schools. The lessons become daily classroom rituals.

Odel Edralin, an ECHS freshman and 1<sup>st</sup> year symphonic band member, said funds would allow him to develop his music skills and he would benefit from the clinics and

collaboration with other schools. Music students can use their experience to become upperclassmen role models.

Triny Hernandez, a supporter of the SSFHS Marching Band and Color Guard, said those students could not attend tonight's meeting as they were practicing. She said this season has been rewarding, but challenging. They have won awards and also performed at the Bell game. Their principal has helped with transportation costs and they fundraise for competitions.

Antoinette Lim, an ECHS senior and 2<sup>nd</sup> year band member, said music is a large part of her life. Tours are a means to inspire others to explore music and are a way to connect with the community. By approving transportation funds, they know the Board has their backs.

Sean Goodwin, an ECHS 4<sup>th</sup> year band member, said music is a means for him to cope with stress and anxiety.

Alondra Galinda, an ECHS 4<sup>th</sup> year band member, said music impacts her life. They have a big supportive family and without funds, they won't have the beneficial experiences.

Michaela MacCallum, an ECHS 1<sup>st</sup> year band member, and Miramel Unisa, a 2<sup>nd</sup> year member, said they are able to bond with other music students and want to continue to play in competitions.

Joseph Lopez said music is both an individual and a communal experience. Band students attend festivals and learn methods to further their abilities. Funds make such experiences accessible.

John Goodwin, a community member, said ECHS bands and choir received only \$2,000 in funding this year. Fundraising is a great way to make up the difference to purchase instruments and pay for repairs. He asked who is responsible for transportation cuts and why the cuts were not communicated by the school sites. He requested funding be restored to that of prior years.

JoAnn Lee, an ECHS Choir member, said funds are needed for competitions. Music is their life, and not a hobby.

Anton Lim, an ECHS student, said he was shocked at the cuts. Although he is not a band member, he sees the passion in those students who have a deep connection to music. The budget cuts meant limited options on where they could perform.

President Baker asked about last year's discretionary funds vs. this year's. Mr. O confirmed that no cuts to the discretionary funds were made and \$4,000 was added to the co-curricular funds this year. President Baker stated that the sites determine the use of these funds.

Trustee Flores said more background information is needed and he inquired about discretionary funds. Mr. O described them as the main operating funds and those used daily, which are allocated by need, as

seen by the principals. Trustee Flores asked on what basis the principals determine fairness. Mr. O replied the funds are based on the number of students at each site and the principals may decide to allot funds towards more assemblies, counseling services, etc. Trustee Flores questioned whether the site councils participate in the allocation. Mr. O said he was not sure. Trustee Flores asked if there is oversight on the use of discretionary funds. Mr. O replied that there is no audit and schools have different needs each year. Mr. Irish said Cabinet and the Business Office meet with each principal to review the current and next year's budgets and if the amounts are reduced, they consider how to shift the funds. Mr. Irish added that with past practices, principals allocated funds for graduation and kept some funds for emergencies or overages. Some departments exceeded their allocations in certain accounts, but the District Office cannot keep covering the shortages. He said the site council oversees unrestricted and Federal funds. While it is not required, he thinks it is a good practice to also share information on the discretionary funds. Trustee Flores asked if there has been feedback from high school principals. Mr. Irish stated that following an October team meeting on the process, the new principal carried over past practices, but will make changes in the future. Trustee Flores requested a presentation and staff report on specifics for the funding and wants all speakers and voices heard.

Student Trustee Poon left the meeting at 9:19 p.m.

Trustee Lujan said she values music, and as a principal, also values discretion on how to expend funds while being mindful of not micro managing uses of the funds. She asked how the process is communicated to staff and students for transparency, as the messaging is critical. Trustee Richardson said parents and site coordinators don't know the process.

Vice President Murray thanked the community speakers and said the Board is trying to support the bands. She values the arts and shared that her own children were in District band programs.

### **COMMUNICATIONS** *(continued)*

Marcella Jimenez, a community member, said the programs are important to the kids and asked if parents would be able to see the allocations. She added that not as many chaperones are needed for high school trips vs. elementary school trips.

President Baker said students are the best advocates. The issues are to improve the process in the future and to provide help now. It is important to improve communication on campus and debate

allocations with the principals. Following the December 12 1<sup>st</sup> interim report, the Board can address ways to help deserving groups.

Vice President Murray asked Mr. Galela what events are planned for this year. Mr. Galela replied that the same ECHS events are scheduled as last year. Trustee Flores requested a list of potential festivals not being funded this year.

**b. Construction and Fields Update**

Consultant Bill Savidge and William Gong, the Construction Manager at Martin ES, presented an update on that site's modernization project and fields projects in the District.

**SSFHS**

Mr. Savidge said the grading is underway at both the softball and baseball fields. He reported a situation where the gas line which feeds the pool was installed too high and has been impacted by the grading. This gas line is also degrading. President Baker noted that it is new and should be under warranty. Mr. Gong advised they will run the line underground, which takes approximately ten business days to complete the work.

Mr. Savidge expressed concern with the natural turf fields. Due to the late DSA approval, the sod won't be installed until late February. Eight weeks are required for it to get established, provided there is no rain which would impact it, so it will be out for the season. He has spoken with the baseball coach and Assistant Principal Al Mack about the option to play at Orange Park. Mr. Gong said they have spoken with the architect who confirmed the time required for the sod to be properly established.

**Buri Buri ES**

Mr. Savidge reported that the project is ahead of schedule, even with the tank removal, and the field should be playable by March or April. Trustee Richardson asked how USS Cal missed the tank during their work at the site. Mr. Savidge replied that the tank was quite far underground and located below any USS Cal grading level. The tank was not discovered until the fill spout came up at the retaining wall. Trustee Richardson asked what the tank contained. Mr. Savidge said it appears to be bunker oil, but the testing reports for the oil and surrounding soil have not yet been received. He advised that the County's Environmental Health Department has jurisdiction over underground storage tanks. Trustee Richardson asked why the process took so long. Mr. Gong said the permitting process took two weeks and the actual work to fill in the hole another week. Mr. Savidge

added that they needed to make the oil inert and locate a place that would accept it.

Trustee Richardson noted that some workers at the site are not wearing hard hats. Mr. Gong replied that since there is no work overhead and it all is taking place at the surface or underground, hard hats are not required.

**ECHS**

Mr. Savidge reported that they have notified the neighbors of the work to be done on the softball field and the surveying has begun. In response to President Baker's query, he will follow up on the timing for the sod being completed this season.

**Martin ES**

Mr. Savidge said the construction is going very well. The primary issue was in removing old windows, which may slow down the work on the second building. Construction is estimated to be completed by the end of April or May.

Trustee Flores stated that public relations is a huge aspect of construction and after stating one date, then changing it, the delay is concerning for the Board and students. He recommended being conscientious and thoughtful with dates and not having to retract statements concerning the completion of projects. Mr. Savidge said he understood and while they try to deliver the projects as quickly as possible, there are obstacles over which they have no control.

Dr. Moore thanked both Messrs. Savidge and Gong for being responsive and providing great work on the front end. They have been wonderful in moving the work along and doing a great reset.

President Baker noted that delays are not uncommon, but without the City's Orange Park project delay, the SSFHS baseball team would be homeless.

**ACTION**

**1. ADMINISTRATION**

**a. Resolution No. 19-61 Native American Heritage Month**

Board Clerk Lujan read the resolution.

MOTION #351 (Murray/Lujan) to adopt Resolution #19-61: Honoring Native American Heritage Month. (AYES: Baker, Flores, Lujan, Murray, Richardson; NOES: None). Motion Carried (Unanimous)

**b. Resolution No. 19-62 Establishing and Implementing Trustee Area District Elections**

MOTION #352 (Flores/Murray) to adopt Resolution #19-62: Establishing and implementing Trustee area district elections for Board members pursuant to Elections Code Section 10010. (AYES: Baker, Flores, Lujan, Murray, Richardson; NOES: None). Motion Carried (Unanimous)

**c. CSBA Delegate Assembly Nomination(s)**

MOTION #353 (Lujan/Murray) to nominate Board member Flores to run for the CSBA Delegate Assembly. Motion Carried. (Unanimous)

**2. EDUCATIONAL SERVICES**

**a. Approval of MOU for Students in the SMCOE Special Education Programs**

MOTION #354 (Murray/Lujan) to approve the MOU with the SMCOE to provide specialized programs for District Special Education students. Motion Carried. (Unanimous)

**b. Approval of Inclusive Learning and Care Program (IELCP) Agreement with the SMCOE**

MOTION #355 (Murray/Lujan) to approve the agreement with the SMCOE for an IELCCP grant to support increased access for children with disabilities to general education curriculum, for 2019-20. Motion Carried. (Unanimous)

**c. Approval of Select Individuals to Participate in the SMCOE SELPA Community Advisory Committee**

MOTION #356 (Murray/Lujan) to approve four individuals to participate in the SMCOE SELPA Community Advisory Committee. Motion Carried. (Unanimous)

**3. HUMAN RESOURCES**

**a. Appointment of Personnel Commissioner as Board's Representative**

MOTION #357 (Lujan/Murray) to publicly announce Reem Nasrah as the person it intends to appoint as the Board of Trustees' appointment to the Personnel Commissioner for a three year term commencing

December 15, 2019 through December 1, 2022. Motion Carried.  
(Unanimous)

#### **4. BUSINESS SERVICES**

##### **a. Approval of Change Order #1 to the Interstate Grading and Paving, Inc. Agreement for the Buri Buri ES Fields Project**

Trustee Richardson asked about the 15% fee after permits. Mr. Savidge said the contractor pays for the permit and the 15% processing fee, which is a reimbursable expense. President Baker added that 15% is standard.

MOTION #358 (Murray/Lujan) to approve change order #1 to the Interstate Grading and Paving, Inc. agreement, in the amount of \$30,966.53, for the Buri Buri Fields project. Motion Carried.  
(Unanimous)

##### **b. Approval of Information Technology Furniture and Set-up Proposal**

Trustee Richardson questioned if there is enough space for the work stations. Director Joe Siam replied that future expansion is built into the plans and the new configuration equalizes space for the technicians. Trustee Richardson asked what fund would be used. Mr. O said the Facilities Fund will cover the expense.

Vice President Murray inquired about a storage locker. Mr. Siam said the shed will be used for storage in place of a portable previously used for that purpose.

MOTION #359 (Lujan/Flores) to approve the Campbell Keller proposal to provide the Information Technology Department with new furniture and set-up Motion Carried. (Unanimous)

#### **REVIEW OF FUTURE AGENDA ITEMS AND MEETINGS**

Trustee Flores said vaping and e-cigarette deaths is a prominent issue within the County. He requested a presentation, in the spring, from local experts at the SMOCE or the San Mateo County Health Department. He would also like a Board meeting to focus on the Equity Network training.

Trustee Lujan requested an information item on the Vote4Kids campaign be agendaized. She and SMCSBA President Kalimah Salahuddin will present at the February 27 Board meeting.

**December 12, 2019 - Televised**

- Board of Trustees reorganization
- Resolution honoring outgoing Board President
- Teaching and learning presentation - Westborough MS
- Presentation regarding English Learners
- Presentation and resolution in support of Census 2020
- Presentation on cell phone pouches at San Mateo HS
- Presentation and approval of First interim budget report “positive certification”
- Approval of contract renewal with the Super-Coop (management of USDA commodities)
- Selection of Trustees to District sub-committees/committees (Board Policies and Bylaws, City sub-committee and County Committee on School District Organization)
- Public Hearing for community comments and subsequent appointment of Personnel Commissioner as Board’s representative
- Approval of updated Board Governance Handbook

**January 16, 2020**

- Teaching and learning presentation - Alta Loma MS
- Presentation on the Facilities Department
- Report/approval of Audited Actuals report for the year ended June 30, 2019
- Measure J/Presentation of Bond Audit for the year ended June 30, 2019
- Recognition for outgoing Student Trustee Poon
- Approval of SARCS
- Williams report for 4th quarter ending 12/31/19
- Update on Governor’s 2020-21 budget proposal
- Overview and approval of 2020 Summer School programs

**February 13, 2020**

- Teaching and learning presentation - Monte Verde ES
- Presentation on California Dashboard (this year vs. last year data comparison)
- Presentation on suspensions and expulsions
- Presentation on Nutrition Services (incl. Health Committee)
- Introduction of new Student Trustee Yao
- Update on Dual Immersion
- Resolution honoring African American History Month

**February 27, 2020**

- Teaching and learning presentation - Sunshine Gardens ES
- Presentation on the Boys and Girls Club
- Presentation on school start times
- Presentation on Vote4Kids
- 2020 CSBA Delegate Assembly election

**March 12, 2020 - Televised**

- Teaching and learning presentation - ECHS
- Presentation and approval of Second interim budget report “positive certification”
- Approval of all SPSAs
- LCAP update
- Resolution honoring Women’s History Month
- Resolution for Red Cross Month
- Confirm 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
- Approval of the roll-over dairy product award for 2020-21
- Approval of the roll-over produce award for 2020-21
- Resolution for retirees
- Approval of E-rate subsidy bid

**SUMMARY OF BOARD DIRECTIVES**

1. Educational Services to bring back field trip to Groveland with additional information at December Board meeting.
2. Educational Services to provide a recap on Adult Education health courses once they are in place.
3. Business Services to provide a presentation on discretionary funding allocation at high schools at a future Board meeting.
4. Staff to provide the Board with a list of potential music festivals not being funded this year.
5. Staff to provide a presentation on vaping and e-cigarettes in the spring.
6. Staff to schedule a study session at the end of January on equity training.
7. Agendize a Vote4Kids presentation at the February 27 Board meeting.

**GOOD AND WELFARE**

Vice President Murray reported that on October 25 she attended the Parkway Heights MS Career Day event and the Silicon Valley Leadership Group luncheon, participated in the Board and Superintendent workshop on October 26, attended the Connect19 Transforming Communities through Technology conference on October 29, and later that day, a Building and Construction Trades Council of San Mateo County “Meet Our San Mateo County Elected Representatives Event”, a SMCOE meeting on November 6 during which Martin ES students provided a presentation on Ruby Bridges, and today she spoke at the Ruby Bridges Day celebration about empowering and changing kids.

Trustee Richardson said she attended the October 12 transition fair for the disabled at ECHS, the Kiwanis Halloween dinner and dance fundraiser on October 26, the

Building and Construction Trades Council of San Mateo County “Meet Our San Mateo County Elected Representatives Event” on October 29 for students who will work in the trades, the Taste of SSF event on November 8, and yesterday, she visited Junipero Serra ES and was impressed with Principal Teresa Sampayan’s enthusiasm.

Trustee Lujan reported that she also attended the Board and Superintendent workshop on October 26 and the Northern California Safe and Healthy Schools Conference on November 6 and 7. She has done a lot of work with the SMCSBA in the Equity Network training and also participated in their Board of Director’s meeting. The 7/11 committee, on which she serves, has almost completed their work and is getting ready to make their recommendation to the board.

Trustee Flores said he attended the October 25 Parkway Heights MS Career Day event where he shared his experiences and later that day, the Silicon Valley Leadership Group luncheon, the Connect19 Transforming Communities through Technology conference on October 29, and along with Vice President Murray he joined the City’s General Plan 2040 Community Forum on October 30 which focused on transportation trends, the SMCSBA Equity Network with other Board and Cabinet members, and the November 5 PTA Council meeting. At the Northern California Safe and Healthy Schools Conference on November 6 and 7, there was a workshop on how to search backpacks for vape pens. Trustee Flores thanked the SSF Chamber of Commerce for hosting the November 8 Taste of SSF event. He also attended a SSFHS PTA pancake breakfast to support the music program, a vape training facilitated by the County Health Department at Alta Loma MS, and today’s Ruby Bridges Day celebration. Sunshine Gardens ES is holding performances of “The Pirates of Penzance” tomorrow, and he will be participating in the City’s 5K Thanksgiving Fun Run on Saturday. He reported that a City Community Forum on December 4 will focus on imagining being SSF’s ‘Mayor for a Day’. Lastly, Trustee Flores congratulated the ECHS Colts and all District athletes and gave a shout out to the SSFPD, especially the SROs, for their efforts in the community.

President Baker reported that he also attended the October 25 Parkway Heights MS career day event, participated in the Board and Superintendent workshop on October 26, and toured Skyline ES and Junipero Serra ES on November 13. For his day job, President Baker participated in a Coastal Commission meeting, where the Monterey USD Superintendent told him they have a huge wealth disparity and one in ten of their students are homeless. At last night’s City Council meeting, the sale of the PUC site was discussed. He said that at 11:55 p.m., a Council member added a last minute amendment which significantly affects SSFUSD’s portion of the proceeds from the sale. Instead of the District receiving \$4.9M from the original proposed sale amount of \$11M, this amount was reduced to only \$2.4M on a \$5.5M sale. The funds will be used by the City to construct an Oak Avenue crossing in the Sunshine Gardens neighborhood, which he thinks no one wanted. He recommended the Board meet to formulate a response to the City with their concerns and possibly getting back some of the money. He said the City did not consider their other partners in the Redevelopment Agency. Trustee Flores stated that this Oak Avenue extension is important and was favored by that community. He encouraged a conversation where background information and

both sides of the subject could be presented. President Baker said the issue was not so much about the extension, but rather how the sale was handled in his view.

**ADJOURNMENT – 10:38 p.m.** in memory of

- Those affected by the **Saugus High School tragedy** in Santa Clarita
- **Michael Hunter**, a District employee, who passed away on Saturday, October 5. He had been working in the District as a Custodian at Alta Loma MS since January 2015.