

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT**  
**Minutes of the Board of Trustees' Meeting of August 15, 2019**

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

**A. CALL TO ORDER**

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

1. To consider the appointment of one (1) public employee to the position of Director of Educational Services in accordance with California Government Code Section 54956.
2. Conference with Legal Counsel - Anticipated Litigation - the Board is deciding whether to initiate litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.96 (one potential case).

**RECONVENE INTO OPEN SESSION - 7:07 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

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**

**D. REPORTING OUT FROM CLOSED SESSION**

**Action**

MOTION #309 (Murray/Lujan) to approve the appointment of Dr. Karla Groth to the position of Director of Educational Services English Learner Programs, Categorical

Programs and Special Projects. Motion Carried. (Unanimous)

MOTION #310 (Murray/Lujan) to settle litigation. Motion Carried. (Unanimous)

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

**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 said this was his first meeting as president. He is dedicated to teachers and the District. He will continue to focus on making the District one where teachers can afford to work and live. His highest priority is teacher retention. He wants to promote programs to keep students and is excited the District has a PIO with whom he can share ideas. Mr. Yanow wants to work towards better the lower-performing sites and continue environmental education efforts with recycling, composting and gardening at all schools.

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

**H. PERSONNEL COMMISSION** - Assistant Superintendent Jay Spaulding reported that the next Commission meeting will be held on August 19, 2019.

**I. ITEMS FROM BOARD** - Trustee Mina Richardson reported that she and fellow Board Bylaws and Policies committee member Vice President Patricia Murray have been reviewing updates. She hopes to see more positive rules.

**J. SUPERINTENDENT'S REPORT**

- a. SSF Rotary donations** - Rotary President Michele Evans said one of the organization's primary commitments is to the community and education. They have provided third graders school students with dictionaries, hosted SSF's Sister City Kishiwada, granted scholarships, and supplied the Boys and Girls Club with two new vans to transport students to clubs. This year they also gave each new SSFUSD teacher \$250 gift cards to the Lakeshore Learning Store. Again this year, Rotary is donating \$5,000 to ECHS and SSFHS Principals and \$2,000 to Baden HS's Principal with the caveat that the funds cannot be used for any budget item, but for special projects. Rotary continues to invest in the future as the District does.

Superintendent Shawnterra Moore said the District is grateful for Rotary's participation and what they do for students and staff.

- b. Opening of school** - Superintendent Moore said she was excited with what she saw as schools opened. Board and Cabinet members saw staff

interacting with parents, principals visited classrooms and conversed with students, sites were clean, teachers were well prepared, and the students were ready to learn.

- c. **CDE notification on school closure** - Dr. Moore reported that the District received a notification from the CDE that the waiver request for instructional time requirements for November 16, 2018 has been granted. On that day, school districts in the Bay Area, including SSFUSD, had to close their schools due to hazardous air quality from the Camp Fire in Butte County. SSFUSD will not need to make up that day of school.

**K. COMMUNICATIONS** - None

**L. PRESENTATIONS**

**1. EDUCATIONAL SERVICES**

**a. Summer School Programs**

2019 summer school administrators presented information on the various District programs offered this year.

Administrators reviewed the Big Lift Inspiring Summer Program, the Elementary Summer Program (STEAM and Migrant Education), the Middle School Summer Program (STEAM, Migrant Education, and Elevate), and the High School Summer Program, in which eight high school students earned their diplomas.

Vice President Murray thanked everyone for their wonderful work. She attended the Big Lift closing ceremony at Los Cerritos ES and also saw performances at Sunshine Gardens ES.

Trustee Eddie Flores thanked the educators for spending their summer committed to students. He asked about the waitlist for the STEAM program and satisfying the demand in the future. Administrator Beth McLaughlin reported that the State grant which the District received required the program to be opened to two local private schools. To reduce the waitlist for next year, a larger site and hiring more teachers would be needed. Assistant Superintendent Keith Irish added that an earlier start for summer programs is needed. In November and December, Educational Services will decide on programs and send applications to administrators and teachers in January and February.

Trustee Flores asked how the art component was evaluated. Ms. McLaughlin replied that pre and post tests were done with Science, which was more tangible. For art, student, parent, and teacher surveys stated that they appreciated the program, which provided free learning and fun for the students.

Trustee Daina Lujan echoed the thanks of her fellow Board members. She said the summer programs offered enrichment opportunities and gaps are closing thanks to their efforts.

Trustee Richardson thanked the administrators for their time and dedication to the kids.

President John Baker said he had never seen so many happy students in summer school. He was glad the eight summer high school students persisted in obtaining their diplomas.

## **2. BUSINESS SERVICES**

### **a. Construction and Fields Update**

Facilities Consultant Bill Savidge presented an update on the Martin ES modernization project and fields projects in the District. He introduced team member William Gong, the Construction Manager at Martin ES.

Mr. Savidge said the Board is keeping their commitments to the Martin ES community with the following:

#### Martin ES Modernization Project

Construction is underway on final Martin projects

- Classroom renovations: Window replacements, restroom upgrades, new heating systems, and new finishes.
- Site work: New courtyard landscape/hardscape.
- Access ramp to main building, and interior accessibility ramps which meet ADA codes.
- New play structure, driveway gates, campus painting which unifies the site, and infrastructure.

#### SSFHS Baseball & Softball Fields

New natural turf fields, two DSA approved projects. Bidding as a single contract.

#### Schedule

- Projects bids were received today. The lowest of the three was submitted by Surez and Munoz, Inc. This firm was a contractor on work at Parkway Heights MS last year. Mr. Savidge stated that a special Board meeting, prior to the September 12 meeting, would allow the work to be started two weeks earlier.
- Construction: Late September 2019 - March 2020
  - Sod establishment period is critical (need approximately 12 weeks), will run into start of season.

#### Portables Demolition

- Softball ball field requires removal of old portables on north property line.
- Project has been awarded and is underway.

#### Alternative locations for SSFHS Baseball

- Orange Park to be closed for construction.
- New field not ready to play due to timing to establish sod.
- Mr. Savidge met with SSFHS Principal and Assistant Principal and came up with two options:
  - Practice could take place at the Baden HS field.
  - Early season games are being scheduled to be played away.
- Field could be ready for late season games.

President Baker asked about the Baden HS field, which is used heavily by the youth baseball league, and is managed by the City, and whether coordination has been started. Mr. Savidge replied that the Principal has begun working with the City and he will follow-up.

Trustee Richardson inquired about the bids. Mr. Savidge said today was the end date; the information was published, and was also sent to nine contractors. He stated that the Board will take action to award the contract and staff will recommend the lowest, responsive, responsible bidder.

Trustee Flores asked about the number of portables to be demolished and if there would be an issue with the start of school. Mr. Savidge said one portable was relocated on site and the other six will be demolished. The area will be fenced off and safe during school time with a full time abatement monitoring firm on site.

Trustee Richardson asked whether Mr. Savidge had notified the City about an alternative location for baseball. He replied that he has spoken with the Parks and Recreation Director about this issue.

#### El Camino Softball Field

New artificial turf field on the upper site asphalt area (gym level).

- Artificial turf more cost-effective here.  
Leaves most asphalt in place, sets base pad and turf over.

#### Schedule

- The project is approved by DSA and is ready to go.
- Preparing bid documents.
- Construction: November 2019 - April 2020

#### Buri Buri Multi-Use Field

New natural turf field on the south side of campus.

- Fully graded, ready for construction.

Schedule

- Project approved by DSA.
- Contract awarded to Interstate Paving and Grading.
- Start date: September 3
- Completion: February 2020

Mr. Savidge is working on a neighborhood flyer to let the community know what construction is being done at the site. Trustee Flores asked if there would also be a map provided. Mr. Savidge replied that a map would be included. He noted that in October of 2018, a community meeting led to input on many of the field features for this site.

Westborough Soccer Field Renovation

Renovate existing natural turf field.

- Simple renovation - repair existing irrigation, remove, and replace turf.
- Very limited, maintenance project (similar to Parkway Heights field repair).

Schedule

- Preliminary construction documents completed.
- Construction: Project is not yet approved by the Board.

Trustee Richardson asked if the field already exists. Mr. Savidge said it does and is in a deteriorated condition with gopher holes, irrigation issues, etc. Trustee Flores questioned whether the stairs were considered for ADA compliant. Mr. Savidge said they were not, as a “maintenance project” does not require ADA compliance in the way alterations would. Vice President Murray asked about the bleachers. Mr. Savidge replied they would remain as they are.

Field Projects Budget Summary

<b>Westborough MS field</b>	\$ 812,893 (not yet Board approved)
<b>ECHS softball field</b>	\$1,765,434
<b>SSFHS softball field</b>	\$2,052,934
<b>SSFHS baseball field</b>	<u>\$2,693,743</u>
<b>TOTAL ESTIMATE</b>	<b>\$7,325,004</b>

Spending \$5.5M in Fund 40 (RDA for facilities use), leaves a **shortfall of \$1.825M.**

**Buri Buri field** \$1,303,000  
 Spending ‘Park in Lieu’ funds of \$1M, leaves a **shortfall of \$303,000.**

**M. CONSENT AGENDA:**

Dr. Spaulding reported the following updates: in Item 3a, Certificated Personnel Assignment Order, the Omar Aguilar item was pulled and in Item 3b, Classified

Personnel Assignment Order, the Judy Shum item was pulled.

Trustee Richardson requested Item 1b, be pulled for discussion. Trustee Flores asked for Item 2d to also be pulled for discussion.

MOTION #311 (Lujan/Murray) to approve Item 1a, Minutes to the Regular Board meeting, July 18, 2019: ~~Item 1b, Superintendent participating in the ACSA Leadership Summit in San Francisco, CA;~~ Item 1c, CDE childcare contract CCTR-8252 amendment #3; Item 1d, WestEd contract for 2019-20; Item 2a, 360 Degree Therapy agreement for 2019-20; Item 2b, Renaissance Learning contract renewal for 2019-20; Item 2c, Infinite Campus contract renewal for 2019-20; ~~Item 2d, School Loop contract renewal for 2019-20;~~ 3a, Certificated Personnel Assignment Order; Item 3b, Classified Personnel Assignment Order; Item 4a, Gifts to the District, July 2019; Item 4b, 2019-20 fundraising events; Item 4c, Professional service agreements under \$25,000. Motion Carried (Unanimous)

Trustee Richardson, in relation to Item 1b, asked about the summit and requested a link. Dr. Spaulding, who is on the State ACSA Board said the conference deals with best practices for educational leaders and advised that he will also be attending. Dr. Moore said that part of the expectations the Board laid out in her contract is that she attend ACSA symposiums and conferences and they will directly relate to work being done in the District as well as across the State. Trustee Lujan provided Trustee Richardson with a link to the ACSA website with summit information.

MOTION #312 (Murray/Lujan) to approve Item 1b, Superintendent participating in the ACSA Leadership Summit in San Francisco, CA. Motion Carried (Unanimous)

For Item 2d, Trustee Flores asked if this is the final year the District will be using School Loop. Assistant Superintendent Irish replied that there is some duplication with other systems currently used in the District. The grading part of School Loop will be eliminated. However, School Loop is also used for the District website. He will be bringing back more information to the Board. Mr. Irish advised that the District may choose to use another company and added that School Loop costs have increased 15% this year.

Mr. Yanow said some audience members gasped at the idea of getting rid of School Loop. He said Infinite Campus is a poor system and difficult to use. It is not responsive and the parent interface was never created.

Mr. Irish noted that Illuminate merged with Infinite Campus. There are positive and negative aspects with all school information systems. A user survey from last year showed 50-50 results, which was the same for the systems committee. He advised that if they change direction it will be a two to three year implementation process.

Trustee Flores asked and Mr. Irish confirmed that the license agreement for 2019-

20 includes the District website and the increased costs.

Vice President Murray noted that starting with another program is time-consuming.

Mr. Irish said many third parties, like School Loop, have issues interfacing with the main student information system. In spring, teachers will be trained in on-line gradebooks. He wants to eliminate duplicate services.

MOTION #313 (Flores/Murray) to approve Item 2d, School Loop contract renewal for 2019-20. Motion Carried (Unanimous)

Public Information Officer (PIO)

Dr. Moore thanked the Board for approving Mr. Peter Feng as the District's new PIO. Mr. Feng said he was honored to have been appointed and is excited to build a communications program for equity and excellence and to support the community. He shared that he has developed communication programs in both public and higher education and most recently worked in the Campbell School District. He is excited to tell the story of SSFUSD.

Trustee Richardson said she had no idea what a PIO does. Mr. Feng replied he is performing an inventory of the District's communication infrastructure platforms. The website is the digital hub for communications. He is looking into communication opportunities, various events, and newsletters for the District. Mr. Feng has visited campuses with Dr. Moore and Mr. Irish and intends to show off the uniqueness of the District and sites to promote its public image.

**INFORMATION/DISCUSSION**

**1. ADMINISTRATION**

**a. Voting District Maps Communication Process**

Dr. Moore reviewed the communication process for the SSFUSD Trustee Voting District Maps so all Board members are on the same page. The action steps taken include: flyers and paper maps in both English and Spanish were posted in SSF and Daly City libraries and the Boys and Girls Club, sent to site administrators, included in internal communications, shared with San Bruno and Daly City school districts and Supervisor Canepa, and posted through social media. A press release was also sent to several news organizations as well as the City of SSF and an article was published in the Daily Journal.

Trustee Flores said he was grateful for developing the aligned process to communicate and market to the three cities the District serves.

Trustee Lujan said there has been a robust outreach effort, which she appreciated. She has received comments from the community regarding an emphasis on maps during the opening of schools, which

is a big deal, and an opportunity to share the excitement of the new school year. The priority for students is not coming through loud and clear at this time.

Trustee Richardson said she appreciated the comments. Outreach should have been done four months ago. Further outreach is needed. Community feedback she's received is that people want to be part of the process. Maps were not available until July 31. More time is needed to reach out, especially in the Hispanic community. She passed out maps on National Night Out and spoke at last night's City Council meeting to alert the community about the maps.

Vice President Murray stated that enough has been done. The maps have been advertised for months and no maps have been received. She said it is time to move on. The August 30 deadline should remain.

Trustee Richardson questioned the August 30 deadline.

Trustee Lujan said the process has gone on for a long time and there has been quite a bit of outreach. In the past weeks, the effort has been tripled.

President Baker said that not one community member spoke with him about the maps. Since all submitted maps need to be vetted and analyzed, this task will add weeks to months to the process. Also, in 2020, maps will need to be redrawn due to the new census. He does not want to overdo the process.

Trustee Flores said August 30 seems right and efforts have been hugely stepped up to reach all areas of the City. People are aware, but whether they want to participate is a different topic. He said the District has done its deed and done more than other districts.

Trustee Richardson said there was outreach only to the school community and the deadline should be extended another month. She has been the only Board member out in the community discussing maps. She requested another thirty days for the process.

Trustee Flores disagreed and said he has been out in the community on this issue as well.

Vice President Murray added that she too attended the National Night Out and discussed the maps. She asked how many maps have been received.

Trustee Richardson said that San Bruno and Daly City were not included and the Board is failing their mission statement.

Dr. Moore asked if the Board is comfortable with the outreach and waiting for the maps. She noted that considerable outreach was done

before the new Trustees started. Much staff time has been spent on this issue and the District can now focus on other matters/priorities.

Trustee Richardson said it was a waste of time outreaching only to schools. She wanted to include the entire community. The proof will be in getting the maps by doing physical outreach.

President Baker said there was outreach in the Daly City community via the library, through Supervisor Canepa, the Filipino media, and the Daily Journal. He agreed the effort could have started earlier, but the August 30 deadline should remain. He thinks the students and families should be the focus of the outreach.

Trustee Richardson said the Daly City library had no maps in place. She is the Trustee who has made the effort and who has walked the walk.

President Baker added that he also spoke with the Daly City Manager in person about this.

## **2. HUMAN RESOURCES**

### **a. Review of Board Policy/Administrative Regulation 5116.1, Intra-District Transfers**

Dr. Spaulding spoke about Board Policy (BP) and Administrative Regulation (AR) 5116.1 concerning Intra-District transfers. The BP and AR are followed by the Human Resources and Student Services Department to assure the District is consistent with all transfer applicants. He and Director Ryan Sebers review student enrollment numbers and enrollment trends from the previous five years as well as transfer requests to determine the number of available spaces at each school site. Intra-District transfers are approved or denied based on various criteria with available space being one of the factors.

Dr. Spaulding listed the student enrollment numbers for each school as of August 6, 2019. He said this year there were 521 transfer requests for the 2019-20 school year. The sites with the most first choice requests were Monte Verde ES, Buri Buri ES, Ponderosa ES, Westborough MS, Alta Loma MS, and ECHS. Most requests are for kindergarten. Sixth grade transfers are primarily from Parkway Heights MS and incoming 9<sup>th</sup> grade request are for ECHS.

Dr. Spaulding stated that if they approved every transfer request for every year, the District would have a few extremely large schools. Conversely, there would be some sites with extremely small schools. Additionally, some school sites are unable to handle additional students due to the lack of available classrooms. He said that if all

transfer requests are approved, the District would possibly need to close some schools.

President Baker asked if other criteria can be added for allowable transfer reasons, such as documented cases of bullying. Dr. Spaulding said the majority of bullying has been one incident and this has not been consistent. Most reasons for transfer requests are due to day care issues. SpEd IEPs can be a reason for approved transfers. Dr. Spaulding stated that the Board can add items, but cautioned that there is still a space issue. He asked if the Board wanted to add portables to Buri Buri ES or Monte Verde ES for more space. President Baker asked if bullying criteria can be added before the lottery process. Dr. Spaulding advised that after open enrollment, they would need very specific bullying criteria. Trustee Lujan said bullying gets thrown around a lot and there is a specific legal definition with an on-going, repeated pattern. If a transfer is due to bullying, section four of special circumstances would apply. A documented reoccurrence is necessary. The AR notes that if a student is a victim of bullying, a transfer can be considered. The policy allows for this. President Baker agreed that number four would address the bullying issue.

Vice President Murray asked about a protocol when a parent speaks to the Principal about bullying. She said that if a student's emotional well-being is at stake, they cannot learn. If a child tells their parent they are being bullied, there needs to be a way to address the issue. Dr. Spaulding said he understands, but a teacher cannot work with a parent and make an educated decision without information. He said realistically, people stretch the truth where enrollment is concerned and transfers are made on a case-by-case basis with bullying issues.

Trustee Lujan said bullying requires the victim to speak up, find their voice. Students should be encouraged to have a relationship with someone on campus they can speak with. Without documentation, not all transfers can be approved. Dr. Spaulding confirmed there is a process for documenting bullying.

Trustee Richardson said the public should be educated to be their own investigators and follow the Ed Code references for parents in the process. She supports empowering parents with information so they are aware of why requests are denied.

Dr. Spaulding said he would update information on the website and documents once Mr. Sebers returns.

**b. Board of Trustees' Appointment to the Personnel Commission**

Dr. Spaulding advised that Personnel Commissioner Jeannette Holt is ending her term on December 1, 2019. Personnel Commissioners are

appointed for three-year terms on a rotating basis. The three commissioners are appointed as follows:

1. Board of Trustees' appointment
2. Board of Trustees' appointment upon recommendation of CSEA
3. Commissioners' appointment

By September 30, the Board needs to publicly announce the name of the person it intends to select as the Board of Trustees' appointment to the Personnel Commissioner for a three year term commencing December 12, 2019 through December 1, 2022. Human Resources will advertise the position. This is a quick turnaround since the nominee must be notified by September 12. Typically, the Board recommends the nominee.

Trustee Flores asked about the terms of the other two commissioners. Dr. Spaulding said next year another term expires, followed by the third term the year after that. Trustee Flores questioned whether there is a job description for the commissioners. Dr. Spaulding replied he would put it in an update and it is available in the Personnel Commissioner rules and regulations.

President Baker advised Board members to recommend any nominee to Dr. Spaulding.

### **3. BUSINESS SERVICES**

#### **a. Ad Hoc Safety Committee**

Assistant Superintendent Ted O reviewed the Ad Hoc Safety Committee from prior years and the plan to re-implement this committee in 2019-20.

##### History and Plan

The committee was created five years ago to address and improve safety at the schools. The committee performed walk-throughs of the sites and created a list of recommendations with an estimated total cost of \$1.5M. The previous Superintendent, Alejandro Hogan, brought the recommendations to the Board for approval. In 2017-18, Assistant Superintendent Michael Krause restarted the committee to continue discussing and analyzing safety in the District. There was no committee in 2018-19 due to Mr. Krause's departure and staff changes. However, Mr. O met with Facilities Director Ron Vose to continue to address safety and beautification projects. For 2019-20, the Ad Hoc Safety Committee will be brought back.

##### Committee Make-up

Mr. O described a Superintendent Committee with an objective to

conduct walk-throughs and evaluations to provide a safe and secure environment. Committee members, representing both Certificated and Classified employees, would include him, Mr. Vose, IT Director Joe Siam, the Business Services Executive Assistant, Director Sebers, two elementary principals, one middle school principal, one high school principal, and one adult school principal. They would serve a term for the fiscal year 2019-20.

#### Timeline

Members would be recruited in late August. Meetings would occur in September, October, January, March, and May when a list of recommendations would be provided to the Superintendent. The recommendations, with costs, would then be submitted to the Board. Mr. O anticipates items may be approved at a June Board meeting. Trustees are welcome to attend the committee meetings.

#### Potential Topics

Items could include security fencing/gating, general maintenance, facility improvements, additional security cameras, more external PA speakers, lighting, and a review of student incident reports. Based on the recommendations, Business Services would need to determine the costs and if the District can afford them.

Vice President Murray noted that the last committee included members of the Police Department, parents, PTA representatives, Trustees, and community members. President Baker recommended including the School Resource Officers and fire prevention officials on walk-throughs, although they would not need to be part of the committee. Vice President Murray said members had gone to all sites, walked the school with the Principals, and Mr. Sebers did the write-ups. She said visitor badges on campuses were suggested the last time.

Trustee Flores said he sees this not as a committee, but more as a Facilities Task Force. There should be a larger scope dealing with bigger issues such as health and safety. He recommended including members from the Parks and Recreation Department, the Boys and Girls Club, Nutrition Services, and a Kaiser pediatrician.

Vice President Murray stated that the former committee was focused on school safety/facilities and the police were instrumental with their suggestions.

Superintendent Moore advised that two separate committees, this one and the Health and Wellness Committee were being interconnected. The Health and Wellness Committee would focus on nutrition and mental health with a whole student approach. The purpose of the Ad Hoc Safety Committee was in dealing with facilities, safety, cameras, fencing, etc.

Trustee Lujan suggested that the Police Department be part of the conversation. She noted that this year they were not part of the Welcome Back Event. She would like to communicate that the District values their input and does not want them only during a crisis.

## **COMMUNICATIONS**

An unnamed audience member said the SSF Fire Department has a robust CERT program and she would like Ken Anderson to be on the committee.

Trustee Richardson reported that she, along with Messrs. O and Vose, toured school sites and that Mr. Vose has done a good job addressing safety in general. Trustee Flores added that he also participated in that tour of sites. Vice President Murray said the safety committee would be looking with a different perspective.

President Baker said the Board reached consensus to have Mr. O provide a memo detailing the Ad Hoc Safety Committee plan.

## **ACTION**

### **1. HUMAN RESOURCES**

**a. Approval of the Youth Services Bureau (YSB) Alternative to Suspension (ATS) Memorandum of Understanding (MOU) for 2019-20**

MOTION #314 (Lujan/Murray) to approve the YSB MOU to implement an ATS on-campus suspension program for the 2019-20 School Year. Motion Carried. (Unanimous)

**b. Approval of Memorandum of Understanding (MOU) with CSEA Chapter #197 Regarding Nutrition Services Rate Enhancement**

MOTION #315 (Murray/Lujan) to approve the MOU between the District and CSEA Chapter #197 regarding an increase in pay for Nutrition Services Assistants I and II, and Nutrition Services Leads I, II, and III. Motion Carried. (Unanimous)

### **2. BUSINESS SERVICES**

**a. Resolution No. 19-50 for Temporary Inter-fund Transfer**

Trustee Richardson asked how long the transfer would be for and if the Ed Code allows this. Mr. O said this is the first time the District is using a temporary transfer. This is due to a vacancy in Nutrition Services

resulting in not all claims being filed by the deadline. He stated that the Ed Code does allow for the transfer. Trustee Lujan noted that Ed Code 42603 is included in the resolution.

MOTION #316 (Lujan/Murray) to adopt Resolution#19-50: Authorizing the temporary internal transfer of funds from the General Fund (Fund 01) to Cafeteria Fund (Fund 13) so the Cafeteria Fund will end the fiscal year with a positive cash balance. (AYES: Baker, Flores, Lujan, Murray, Richardson; NOES: None). Motion Carried (Unanimous)

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

The Board reached consensus to hold a special Board meeting on August 22 to approve the bid for the SSFHS fields.

Trustee Flores requested an update on Dual Immersion. President Baker acknowledged that the new Director was just hired today. Assistant Superintendent Irish said the Director is beginning work on September 9 and the update could take place in November or December.

### **August 22, 2019 – Special Meeting**

- Award of contract for SSFHS fields

### **September 12, 2019 - Televised**

- Teaching and learning presentation - Spruce ES
- Introduction of Student Trustee/ASB High School Presidents
- Presentation and approval of year end unaudited actuals
- Discussion of October 24 Community Forum topic(s)
- Public hearing and resolution for confirmation of sufficient student textbooks/instructional materials
- Resolution for Attendance Awareness Month
- Resolution Honoring Hispanic Heritage Month
- Resolution In support of immigrant communities
- Nomination(s) for CSBA Directors-at-large
- Approval of professional learning plan for All Souls and St. Veronica schools 2019-24
- Approval of Title II plan
- Approval of a Provisional Internship Permit
- Resolution on GANN limit

### **September 26, 2019**

- Teaching and learning presentation - Buri Buri ES
- Presentation on CAASPP
- Update on Safe School Plans
- Resolution honoring Filipino American History Month

- Authorization to Respond to Grand Jury Report on measles
- Authorization to Respond to Grand Jury Report on concussions

**October 10, 2019**

- Teaching and learning presentation – Junipero Serra ES
- Teaching and learning presentation - Skyline ES
- Presentation on Special Education
- Williams report for 3rd quarter ending 9/30/19
- Resolution for California Week of the School Administrator (10/13 - 10/19)

**October 24, 2019 - Community Forum**

- Topic(s) TBD

**October 26, 2019 – Board and Superintendent workshop - (Board room)**

**November 14, 2019**

- Teaching and learning presentation – Martin ES
- Presentation on Skyline Middle College
- Presentation on suspensions and expulsions
- Update on Dual Immersion
- Resolution honoring American Indian Heritage Month

**December 12, 2019 - Televised**

- Board of Trustees reorganization
- Resolution honoring outgoing Board President
- Teaching and learning presentation – Westborough MS
- Presentation and approval of First interim budget report “positive certification”
- Presentation regarding English Learners
- Selection of Trustees to District sub-committees/committees (Board Policies and Bylaws, City sub-committee and County Committee on School District Organization)
- CSBA Delegate Assembly nomination

**SUMMARY OF BOARD DIRECTIVES**

1. Add August 22, 2019 Special Board meeting.
2. Agendize a Dual Immersion update for a November or December Board meeting.
3. Mr. O to provide a memo on the Ad Hoc Safety Committee plan to the Board.

**GOOD AND WELFARE**

Trustee Lujan welcomed everyone back to school. She enjoyed the New Teacher Academy. Last Monday, she participated in a bowling event with Superintendents and

Trustees, where her son bowled and represented SSF well.

Trustee Flores thanked the Rotary, especially for the teacher gifts. On July 23, he, along with Trustee Richardson and Messrs. O and Vose toured most sites to get a feel for the schools, fields, etc. On August 1 he attended a Spark the Future event during which Baden HS counselor Gena Sands' Amazon internship was acknowledged. He also attended the District's Welcome Back event and wished everyone a successful and safe school year. Trustee Flores advised that he will not be attending the September 26 Board meeting. At that time, he will be in Chicago attending a National Association of Latino Elected Officials conference showcasing school governance.

Trustee Richardson said she toured District schools and noted that Martin ES is much improved. She participated in the New Teacher Academy and attended the Welcome Back event. She visited several sites on the first day of school. At the City Council meeting Trustee Richardson spoke about the voting district maps. During that meeting a census representative presented outreach information to get a correct count.

Vice President Murray reported that she also attended the Spark the Future celebration which recognized two more District fellows who were not present. She participated in the Silicon Valley Summit with President Baker at which State Superintendent Tony Thurmond shared his ideas on education. Vice President Murray noted that all Board members, Cabinet members, and CTA and CSEA representatives were at the Welcome Back. At that event, Dr. Moore spoke about gratitude, professionalism, and collaboration and President Baker gave a great speech. During her first day of school visits, she saw that a Monte Verde ES fourth grade class received letters from last year's fourth graders about what to expect this year. At their invitation, she joined the Ponderosa ES PTA.

President Baker said he also attended the Welcome Back event and visited several schools on the first day of class by bike.

**ADJOURNMENT – 9:47 p.m.** in memory of

- **Fred Gomez**, brother of District employee and PTA Council President Juanita Flores.