

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Meeting of July 20, 2023

SSFUSD Equity Definition

Equity, in SSFUSD, is defined as giving students what they need, when they need it to fulfill their potential.

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 (1) of subsection (d) of California Government Code Section 54956.9. Name of case: USS Cal School Construction Cases.

RECONVENE INTO OPEN SESSION - 7:00 p.m.

B. ROLL CALL

Board Members: Ms. Amanda Anthony - Present
Dr. Chialin Hsieh - Present
Ms. Daina Lujan - Present
Mrs. Patricia Murray - Present
Mrs. Mina Richardson - Present

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

C. PLEDGE OF ALLEGIANCE

D. LAND ACKNOWLEDGEMENT STATEMENT

We acknowledge that the South San Francisco Unified School District is located on the unceded ancestral homeland of the Ramaytush Ohlone peoples who are the original inhabitants of the San Francisco Peninsula.

We wish to pay our respects by acknowledging the Ancestors, Elders, and relatives of the Ramaytush Community and by affirming their sovereign rights as First Peoples.

E. REPORTING OUT FROM CLOSED SESSION - Nothing to Report

F. REVIEW OF AGENDA - No changes

G. PTA COUNCIL REMARKS - New President Lauren Kitchen introduced herself and said she has three children in District schools. She loves to advocate for children. She reported that families are excited to return to school in the next few weeks and students are excited to see their friends again. She said the PTA year begins on July 1 and encouraged everyone to join the SSFUSD PTAs again. Board members should consider joining a PTA in their elected areas as a sign of support. The PTA website is jointotem.com and volunteers will be added to the mailing list of their chosen school to receive information, including notification of their activities. She said, "I want to encourage all school principals and District leadership to overshare information in the beginning of school. Parents are hungry to know what's going to happen when school starts, and it's felt like we haven't got a lot of information." This is especially important for families with kindergarten, 6th grade, and 9th grade students who are moving from one school to the next. Ms. Kitchen also said parents love email messages, robocalls, and text messages more than trying to find information on a school's website. Schools should send a message directing families to their website when new information is posted, which needs to be in both English and Spanish. She is pleased to have this forum and share what the PTA is working on.

Vice President Patricia Murray welcomed Ms. Kitchen and thanked her for stepping up to serve as President. She looks forward to a really good year with the PTA Council

President Chialin Hsieh thanked Ms. Kitchen for her great suggestions.

H. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

South San Francisco Federation of Adult Educators - None

South San Francisco Classroom Teachers Association - None

California School Employees Association Chapter 197 - None

I. PERSONNEL COMMISSION - Assistant Superintendent Marwan Hannon reported that the next Commission meeting will take place on August 21, 2023.

J. ITEMS FROM BOARD - None

K. SUPERINTENDENT'S REPORT

- a. **Summer School Graduation** - Superintendent Shawnterra Moore said she along with Dr. Hsieh, Trustee Mina Richardson, Cabinet members, and Dr. Marianne Hew had the privilege of attending summer school graduation today. "It was such a warm, welcoming, beautiful, and inclusive event. Six of our students elected to participate in the ceremony. They all wore their caps and gowns. They were each able to stand up and acknowledge and thank their parents for their support and then presented...family members...with flowers. The auditorium was decorated nicely and the families and friends who attended were so proud and happy for the graduates." She quoted Sir Winston Churchill, who said "Success is not final, failure is not fatal, it is the courage to continue that counts." Dr. Moore expressed pride in these students who chose to show up, persevere, and achieve this accomplishment. "Congratulations. We see you, we hear you, we are proud of you."

L. **PUBLIC COMMENTS** - None

M. **INFORMATION ONLY PRESENTATION** - None

N. **PRESENTATIONS WITH POTENTIAL ACTION** - None

O. CONSENT AGENDA

MOTION #1 (Murray/Lujan) to approve Item 1a, Minutes to the May 25, 2023 Regular Board meeting; Item 1b, Minutes to the June 3, 2023 Special Board meeting; Item 1c, Minutes to the June 8, 2023 Regular Board meeting; Item 1d, Minutes to the June 14, 2023 Special Board meeting; Item 1e, Minutes to the June 14, 2023 Special Board meeting #2; Item 1f, Superintendent and Board members participating in the CSBA Annual Conference in San Francisco, CA; Item 1g, Superintendent's participation in 2023-24 conferences; Item 2a, PHMS staff to travel to Reno, NV; Item 2b, SMCOE Outdoor Education dates for 2023-24; Item 3a, Classified Personnel Assignment Order; Item 3b, Certificated Personnel Assignment Order; Item 4a, Purchase Order Listing, May 1-31, 2023; Item 4b, Warrant Register, May 1-31, 2023; Item 4c, Cash Receipts, May 1-31, 2023; Item 4d, Fundraising events for 2023-24; Item 4e, Professional service agreements under \$25,000. Motion Carried. (Unanimous)

INFORMATION/DISCUSSION

1. HUMAN RESOURCES

a. Williams Uniform Complaints for Third Quarter Ending 6/30/23

Assistant Superintendent Hannon presented the Quarterly Report on

Williams Uniform Complaints for the quarter ending 6/30/23, 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.

ACTION

1. ADMINISTRATION

a. Approval of Superintendent's Contract Extension

MOTION #2 (Murray/Lujan) to approve the Superintendent's contract extension through June 30, 2027. Motion Carried (Unanimous)

b. Approval of SSFUSD's Strategic Plan Phase II with Attuned Education Partners

MOTION #3 (Murray/Anthony) to approve an agreement with Attuned Education Partners to facilitate the Strategic Plan Process Phase II in SSFUSD. Motion Carried (Unanimous)

c. Approval of Updated SSFUSD Governance Handbook

MOTION #4 (Lujan/Anthony) to approve the SSFUSD Governance Handbook, which was updated at the June 3, 2023 Board workshop. (AYES: Anthony, Hsieh, Lujan, Murray; NOES: Richardson). Motion Carried on a 4-1 vote.

2. EDUCATIONAL SERVICES

a. Approval of a New ELA-Writing Course Implementation for the 2023-24 School Year

MOTION #5 (Murray/Richardson) to approve the implementation of a 6th grade course of study in **ELA-Writing** in the 2023-24 school year. Motion Carried (Unanimous)

b. Approval of a New Design and Modeling Course Implementation for the 2023-24 School Year

Assistant Superintendent Keith Irish told the Board that the courses they are approving is due to the middle schools beginning a seven-period day, which provides students with earlier exposure to CTE

courses. He thanked the Board for their support as staff is designing all these courses for the transition to the seven-period day.

Trustee Richardson asked if this is the first year the District is using this course. Mr. Irish replied they had pilot courses and are formally implementing them at all SSFUSD secondary schools.

Trustee Amanda Anthony said she was excited and hoped "...that some of our kids who maybe haven't found the thing they're interested in will find this course to be really interesting."

Mr. Irish added that the District is also offering a Spanish language course at two middle schools this year. The third one will happen next year, as they were unable to find a teacher this year.

MOTION #6 (Anthony/Lujan) to approve the implementation of a course of study in ***Design and Modeling*** at the secondary schools in the 2023-24 school year. Motion Carried (Unanimous)

c. Approval of a New Automation and Robotics Course Implementation for the 2023-24 School Year

MOTION #7 (Murray/Anthony) to approve the implementation of a course of study in ***Automation and Robotics*** at the secondary schools in the 2023-24 school year. Motion Carried (Unanimous)

d. Approval to Adopt ELA and Math Courses in Alignment with AB181

MOTION #8 (Murray/Lujan) to approve the adoption of ELA and Math courses in alignment with AB181 for a Special Education diploma. Motion Carried (Unanimous)

e. Approval of the Expanded Learning Opportunity Program (ELOP) Guides for the 2023-24 School Year

Mr. Irish said he wanted to provide some context for the Board and public on ELOP. The District is implementing the ELOP program, which is State-mandated. "The State has allocated funds to every district based on a formula of the previous year of the number of students...and families that have met free and reduced lunch meals. In South City, I have worked with our existing community partners that provide after-care support currently in SSFUSD." He met with them early this year, describing the program and asking if the District were able to expand, whether they could they help. Every existing provider was open and excited about an expansion. The partnerships are with the City of SSF at numerous sites, the DEDAP program at certain schools, and the Boys and Girls Club at Sunshine Gardens ES and

their Orange Park location. “We needed to ensure that for every eligible family that we...have a community partner to provide this care, so we looked for one existing partner that the Board approved in March...which was Right at School, to make sure, because they could guarantee that they could expand.” He added, “Part of what you're seeing tonight is, in order for the public to know and learn about the program, I did some...community sessions in the spring, but the other requirement is to have what is called an ELOP guide that is posted on the District website.” He is asking for the approval of the ELOP guides, which need to be updated every three years. He will bring existing MOUs for one year to the August Board meeting to use on a trial basis to see how the relationship works. If they decide to make a change or expand with an existing partner, they can.

Trustee Richardson asked about the funding and whether the District will be exclusive with one or more partners this year. Mr. Irish replied that no school has only one partner and each site has at least two community partners while some have four or five. He decided to not remove any existing community partner that was on site. “And just in terms of the City, they've already had 200 students that they have served at some of our schools, in particular, Monte Verde.” Trustee Richardson asked if the parents or the City bills families for the costs of this program. He said with the ELOP, the City will bill the District, which will be acting as a pass-through. There is allocation in an existing ELOP fund. “So if the families do not qualify for ELOP, meaning they don't meet the [income] requirements of free and reduced lunch, ...they have to pay just like they did before. And that's all set by each community partner.” He does not tell the partners what to charge. She asked which program will benefit families and “whether or not the City has the right to build these families, that they may not be able to afford, or will they be allowed to stay with whatever the District allows or pays the City to run the program?” He said the District has not been involved with paying families and the City would manage their own program as they have done before. Mr. Claybon handles the DEDAP program. Mr. Irish only oversees the ELOP part and “...what you're going to see is each community partner has a number that we have agreed upon, that I hope the Board will agree upon to meet that threshold.” “The priority here, every family that has met the requirements and filled out the documents in a timely fashion, they have opportunity first.” “We're going to do another push in August because we know we'll have new families coming in to the District. I've told them to hold off until we get all of the ELOP families into the program first.”

Trustee Anthony asked if it is possible to get the word out that ELOP is available. “I'd heard that registration wasn't as high as we would have

expected given the number of people who need it.” Mr. Irish said a list was created of all 2022-23 families that met the requirements and Ed. Services and elementary school staff called or emailed information to about 100 families. Last year, the District had 1,800 families that were eligible. As of now, 600 have signed up on a target of 1,000 with many 6th graders in particular. Trustee Richardson asked if the District was the first line in clearing the kids for the program. Mr. Irish said nobody can sign up with these community programs directly. Cabinet decided families would fill out a survey for him and he would then place them in the program. She said she appreciates that since these families are the neediest. He stated that that is the District’s priority.

MOTION #9 (Murray/Lujan) to approve the ELOP guides for the 2023-24 school year. Motion Carried (Unanimous)

3. HUMAN RESOURCES

a. Approval of Swing Education Memorandum of Understanding (MOU)

Trustee Richardson asked if the County-run program for new teachers will improve the low additional pool of certificated substitutes so the District will not need to rely on an agency to fill the positions. Mr. Irish told her she was probably referring to the District’s Induction Program which supports new teachers. He said this SSFUSD program works with new teachers, but the District works with the SMCOE for SpEd teachers. The Induction Program is different from this MOU being discussed.

MOTION #10 (Murray/Lujan) to approve the Swing Education MOU to provide the District with an additional pool of certificated substitutes on an as needed basis for the 2023-24 school year. Motion Carried (Unanimous)

4. BUSINESS SERVICES

a. Resolution No. 23-46 for Authorized Signatures

MOTION #11 (Lujan/Anthony) to adopt Resolution #23-46: To approve authorized District signatures for orders. (AYES: Anthony, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

b. Approval of Award of Contract to Cumiskey Construction Corporation for the ECHS Acoustic Treatment Project

MOTION #12 (Anthony/Murray) to approve the award of contract to Cumiskey Construction Corporation, in the amount of \$84,600, for the ECHS acoustic ceiling treatment in room 61 project. Motion Carried (Unanimous)

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

August 10, 2023

- Introduction of Student Trustees/ASB High School Presidents
- Summer School report
- Presentation and approval of MOU for YSB Counseling and Safe School Advocates Services
- Presentation on Information Technology Department
- Approval of Children's Center Program annual self-evaluation reports for 2022-23
- Public Hearing and resolution for confirmation of sufficient student textbooks/instructional materials
- Resolution for Attendance Awareness Month (September)

September 7, 2023

- Teaching and learning presentation - Sunshine Gardens ES
- Presentation on CBOC responsibilities
- Presentation and approval of year end unaudited actuals
- Renaissance Learning agreement renewal for 2023-24
- Discussion of October 19 Community Forum topic(s)
- Resolution Honoring Hispanic Heritage Month (September 15 - October 15)
- Resolution on GANN limit

September 21, 2023

- Teaching and learning presentation - Monte Verde ES
- Update on enrollment for the 2023-24 school year
- Update on Safe School Plans
- Resolution honoring Filipino American History Month (October)
- Approval of the Board Governance calendar for 2023-24
- Resolution for California Week of the School Administrator (October)

October 5, 2023

- Teaching and learning presentation - Spruce ES
- Williams report for 3rd quarter ending 9/30/23
- Update on OpTerra Energy solar savings
- Resolution honoring Native American and Alaska Native Heritage Month (November)

October 19, 2023 - Community Forum

- Topic(s) - TBD

SUMMARY OF BOARD DIRECTIVES - None

GOOD AND WELFARE

Vice President Murray hoped everybody was having a great summer.

Trustee Daina Lujan wished everyone a happy summer and congratulated the graduates.

Trustee Anthony congratulated the graduates and noted that school begins before the August Board meeting. She hoped everyone is getting excited about school starting.

Trustee Richardson said she had a wonderful time at a great graduation. The staff did a wonderful job and it was a happy time, especially for the parents. She said several graduates did not show up for the ceremony and asked how many students graduated this year. Mr. Irish replied there were 19 graduates this summer.

President Hsieh welcomed Assistant Superintendent Marwan Hannon to his first Board meeting. She wished everyone a great time for the remainder of summer.

ADJOURNMENT - 7:35 p.m.