

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT**  
**Minutes of the Board of Trustees' Meeting of April 13, 2023**

This meeting included closed captions which required the Board to provide a break, for the captioner's benefit, after approximately every 90 minutes.

**OPEN SESSION - 7:01 p.m.**

**A. CALL TO ORDER**

**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  
Ms. Tania Torres, 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

Student Trustee Tania Torres joined the meeting at 7:03 p.m.

**C. PLEDGE OF ALLEGIANCE** - was led by Spruce ES student Rebekha Solano. Interim Principal Angelica Garduño Fletes said Rebekha is a 5<sup>th</sup> grader who is part of the school's Green team and active in their safety patrol. She likes reading and science and enjoys gymnastics and skateboarding. She is engaged and participates in class.

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

**F. PTA COUNCIL REMARKS** - None

**G. STAFF ASSOCIATION REPRESENTATIVES' REMARKS**

**South San Francisco Federation of Adult Educators** - President Elizabeth Bales-Stutes said Adult Ed. is in the business of empowering adults through education. They just had a midterm visit and are working hard to keep the momentum going through the end of the school year. She thanked the Board for supporting CSEA and approving their contract. She participated in the Educator Appreciation Design Principles session on March 16 and enjoyed the opportunity to work with educators to shape the District's appreciation efforts. She spoke about the staff at the Children's Center and the valuable work they do serving the youngest students while working split shifts, holidays and for lower pay. She said, "...if we are serious about the welfare of children, we must compensate preschool teachers and child care workers fairly." and asked the Board to support the Children's Center tentative agreement.

**South San Francisco Classroom Teachers Association** - President Heather Burns said bargaining for the Children's Center starts soon and they will negotiate compensation, teaching hours, and other important items. "They are invaluable to our community, kids, and the District. They often feel underappreciated, underserved, and unrecognized." "We have the best child care center teachers in San Mateo County and we need to retain them." She said CTA recently voted to pass the bell schedule. CTA will be holding a members only party on May 5, which is being gifted by the Bay Ed Fund, to celebrate their accomplishments this year. She said that only four teachers are retiring this year and this "...goes to show that the salary increases and having a three-year contract did its job in retaining our fantastic staff." President Burns noted that some unhappy parents, students, and staff attended this meeting to advocate for a safe and healthy learning environment for kids and CTA will help however they can.

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

**H. PERSONNEL COMMISSION** - Assistant Superintendent Jay Spaulding reported that the last next Commission meeting will take place on April 17, 2023.

**I. ITEMS FROM BOARD** - None

**J. SUPERINTENDENT'S REPORT**

- a. **Bay Ed Fund** - Superintendent Shawnterra Moore reported that in partnership with union leaders, the Bay Ed Fund, and the SSF Education Foundation, SSFUSD is working to elicit staff feedback on the best ways they want to be appreciated. 300 staff members voted on different categories. This participation is a great start and the feedback will be used to appreciate and acknowledge all the efforts of our educators.
- b. **ECHS Baseball Field** - Dr. Moore updated the community about the injury of a guest player at the school's baseball field. After learning of the incident, the Facilities staff examined the field, gathered information from the ECHS staff, and then reported on what was needed to improve the safety of all student athletes. The Facilities Director has been authorized to install padding to the outfield pole and to work with a contractor to put in a warning track as a safety precaution to alert players when they are approaching the outfield pole. The Superintendent addressed community concerns that ECHS would no longer have an athletic program. She stressed that the school still has a baseball team and the District is looking to relocate all home games to another site until ECHS's field assessment is completed. "And just to clarify for our community, what I'm proud of is that our team, once we learned of this, immediately responded and we sent a team to the school to learn more about the concerns. None of the health or safety concerns had been brought to our attention or reported...to the school principal or District office officials prior to this incident. We certainly would have done our best and worked hard to address them if that were the case, and truly, truly our heart and our thoughts go out to the injured student and we wish him a speedy recovery."
- c. **ECHS Graduation** - the Superintendent commented on community feedback concerning not having a stage for this year's graduation ceremony. After speaking with Principal Briano, she confirmed there will be an accessible and inclusive stage for graduates to cross as in previous years. She said the principal also sent seniors a survey to communicate the plan and ask for feedback. Dr. Moore said, "I just want to encourage our community and encourage our students especially to feel comfortable going to your school leadership or a teacher and talking to them about your concerns, who can help you advocate. Mr. Briano was not fully informed or aware that there were concerns...and we want to make sure that our students feel like they have trusted adults on campus that they can go to and express their concerns with so that they can be acted upon." "...We want graduation to be a very memorable and a very special event, and we are looking forward to eliciting feedback from students and then the school can address it as needed."
- d. **Graduation times** - Dr. Moore said she was informed that the graduation times at one middle school and a high school would be close and it would be difficult for a parent to attend both ceremonies. She stated that the principal of that particular middle school has begun thinking of ways to problem-solve, so this is another opportunity to work with the principal and the community there. "I just wanted to let you know that we are aware and we are working on it."

## K. STUDENT TRUSTEE REPORTS

1. Tania Torres, Spring Student Trustee and ASB President South San Francisco highlighted the following recent and upcoming events at her site: On March 24, their annual Day on the Green was held with many activities and games for students to enjoy including a petting zoo from the Animal Rescue Club, a Pie the ASB President, carnival games, and an inflatable obstacle course; prom took place on April 8 at San Francisco City Hall and the 2023-24 ASB officers will soon be looking at venues for next year's prom; the Red Cross Club hosted a blood drive on March 10, but after a few donations the event had to be cancelled due to temperature problems so it has been rescheduled for April 19; ASB is excited to be closing out the year with events such as Senior Sunset, Multicultural Week, and the Farewell Rally; and spring sports are entering their final month of the season.

Ms. Torres spoke about the SSFHS closed restroom situation which was brought up at a recent Board meeting. She said there has not been any follow up by administration and this issue has been going on for years. More students have voiced their concerns. She shared that, "I personally, along with some other students, last year created a campaign that was basically a subdivision of our Students for Change Club, in which we advocated for the bathrooms to be opened up as well as gender neutral changing spaces in bathrooms. We created a proposal for the problem as well as tangible data to show student perspective through a survey we conducted on students' feelings on gender neutral spaces...and students overwhelmingly stated their desire for an equitable campus in which gender-neutral bathrooms were open and gender-neutral spaces were created." In August, she saw that administration said they were working on. "I urge the board to do something about this and help us create a meaningful change especially for non-binary and transgender students to feel safe and welcomed on our campus."

"I genuinely believe that with this issue and campaign, student activists, but really the whole student body has taken what is called the right steps. With the issue of the dress code or the mascot, we were told we were too abrupt or we should have brought it to administration first before taking direct action or even before bringing to the Board. It's understandable as it's the respectful and practical thing to do, however, that would be a fair judgment if it actually created change. We did exactly what we were told to do. We brought it privately to the administration multiple times from multiple sources yet nothing has changed. You can understand the frustration and confusion that this creates when it comes to student advocacy, student campaigns, and overall the well-being of our student body."

Ms. Torres said there are other issues at SSFHS such as the use of the 'N' word and some teachers "...enabling or not punishing discriminatory language being used in the school, but especially in the classroom." When we

create confusing and frustrating parameters we discourage students from advocating for themselves and for their peers and we uphold this culture of conformity with things we know to be wrong. With that being said, I do think the culture around the way we view our students and their needs has to change. At least at South City, we have created this sense in which we only view the positives.” “We have flaws, we have made mistakes and there is change needed in some parts of this District. We fail our students if we aim to just focus on the good parts to make ourselves look good.” “The thing about education is we are just as successful on a day where we admit certain things went wrong, in fact I would even dare to say that we are more successful in the former because we were able to take a step back and admit that something is wrong.” “Passion for education is a reason why we are here today.” “By creating change and a more equitable environment for students you benefit our whole student body and create a space where learning and community are the priority.”

Trustee Mina Richardson said, “I was very interested in everything you say...and I congratulate you for being so honest and well spoken. And I have to take credit for that. The Board really does encourage our women to keep talking.” She asked for more information on what happened with the blood drive. Ms. Torres said the temperature was not right for the blood collected and the Red Cross is very strict on using the proper procedures.

2. Katrina Oller, Fall Student Trustee and ASB President El Camino High School shared the following news from her school; CAASPP testing is happening this week; In honor of Earth Month, a few of students on campus have collaborated with the County on a clothing and shoe drive, from April 3 to April 17, to help raise awareness about making sustainable fashion choices; tonight the jazz band is hosting a Jazz Night performance; tomorrow the Advanced Performing Dance Team is conducting auditions for next year's cast; and on Saturday, April 15, the junior/senior prom will take place at the Asian Art Museum in San Francisco with the theme “In Bloom”.

Ms. Oller reported that because of their hard work on the prom and other events during the year, the four class officers were honored with ECHS's leadership award for March.

## **L. PUBLIC COMMENTS**

Margaret de la Cruz, a parent of two District students, spoke about the violence in SSFUSD schools. She shared her concerns at the start of the school year with the Principal and Superintendent, but has not seen any changes. Her children are afraid to attend school. The fights, which are becoming more violent, are videotaped and circulated through the school creating anxiety. She said the lax polices are not working and need to be revisited to stop the violence and provide a safe learning environment for students.

Gineka Eustaguio, a District parent, said there are not many places where parents feel safe to talk and not face intimidation. She referenced an incident that happened at Westborough MS last month. She asked what parents are doing to protect their children. "...there is a point that we cannot protect our children. It is going to be at school and the school is going to be in charge of that." She asked what training school staff and leadership are getting and also who conducts the investigation and how long it takes. She inquired if the investigator will make an assessment before or during the investigation. She requested appropriate training resources for the kids. "...children underreport problems and don't talk at the first incident. They usually stay quiet. "...what are the kids' rights? Are we going to keep the school safe? That is our job."

John Jacobson, a longtime fan and supporter of ECHS sports, spoke about the injury of the baseball player from San Francisco's Washington HS. "... he ran face-first into the outfield fence, fell down, our trainer went out to assist, the ambulance was called, the player was taken away." The game was suspended with ECHS leading. "So Tuesday I found out that ECHS was suspending all their baseball games for the rest of the year, home games, which really saddened me. It was a black mark against ECHS, and I really found it to be unnecessary." He spoke with a former coach, who in 29 years working at ECHS, never had a player run into the fence. Mr. Jacobson said most fences in the County are not padded and the visiting team plays on a field without fences. He cannot understand why it is unsafe to play on the baseball diamond when it has been safe for the past 62 years and finds this a slap in the face for ECHS.

John Santiago, a parent, spoke in favor of the ECHS Colts being able to play the rest of the season. He said the field is one of the worst in America and it can be made better and playable. While it is far from unsafe or neglected, it does need improvements. "It's not about dollars and cents..." "... it's about the pride that you give in your City and what you present to other cities. What you present to these young men and women. You are the leaders. These are the new and future leaders that you are giving an example to. So show them that pride that you have..." "Let's have accountability and leadership" "And on the point of safety, our kids are our kids. Schools are not daycares. We have to take care of them as parents as well. We have to guide our kids to go to school, to be safe, but the teachers can't do all that." "If something goes on, stop videotaping. Do something about it."

Nawel Voelkes, a homeowner, lifelong SSF resident, and ECHS parent spoke about her disappointment with how the closing of the field was handled. While the message was to communicate that the field was not safe for play, it was not the best way to respond to the players. They should have told the kids what was going to be done to make the field safe for them. "I don't think it's a good message to the kids to look over on that side and see a brand new football field with brand new lights and a beautiful track, to look over on that side and see a brand new softball field for the ladies, which is all wonderful, but you don't leave the baseball team high and dry and just playing on a decades-old field that hasn't been upgraded or updated and it obviously has some safety concerns." She urged the Board to take whatever action is necessary. It is unfair for the kids, who feel like they are being punished and their season has been ruined without a home field.

## M. INFORMATION ONLY PRESENTATION

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

Interim Principal Angelica Garduño Fletes shared educational priorities and programs at Spruce ES. She also recognized the following parent volunteers who received certificates of appreciation from the Board: Alberto Avellan, Eva Hudekoff, Zulema Mendez, Marinela Molina, and Marcela Yerena-Avellan.

#### CAR (Communication, Achievement, Relationships)

The SSFUSD car metaphor is a journey to excellence, providing students a superb learning experience and ongoing feedback to teachers and support staff. Principal Garduño Fletes said her site is focusing on the GPS and working through their instructional leadership team to shift their goals to align with District priorities. As the CAR sign clearly states, “Everyone drives the car at his or her own level” as they strive for equity at Spruce ES.

#### District/LCAP Goals

Principal Garduño Fletes said Spruce ES is focusing on LCAP **Goal #1, Academic Achievement** and **Goal #4, Special Education**. This year they are working with English Language Learners and creating a pilot model for the following school year as a result of what they are seeing in their data. They have also been reviewing practices in the classroom as it pertains to SpEd students, taking into consideration that all students learn differently. It comes in the form of a 3-part professional development on Universal Design Learning which is a framework to improve and optimize teaching and learning for all students.

#### Demographics

The Spruce ES student population is predominantly Hispanic/Latinx at 82%, followed by Asian at 6%, and Filipino at 5% being the largest groups.

Of the 406 total students, 52% are male, 48% are female. 62% are identified as English Learners, 17% are Students with Disabilities (SWD) and 67% are socioeconomically disadvantaged.

40 students are re-designated English Learners.

#### Attendance Snapshot

Principal Garduño Fletes shared the average daily attendance by ethnicity, gender, ELs, SWD, and socio-economically disadvantaged students. It includes both excused and unexcused absences. For the

total student population, Spruce is in the 90<sup>th</sup> percentile thanks to her office staff who make daily calls to connect with families.

### CAASPP Data

#### **ELA 2021-22**

- This was the first year of the return to in-person learning.
- 50-75% of 3<sup>rd</sup> to 5<sup>th</sup> graders were at level 1 (standards not met) and level 2 (standards nearly met).
- Overall, 43.13% of 3<sup>rd</sup> to 5<sup>th</sup> graders were at level 1, 23.70% at level 2, 22.27% at level 3, and 10.9% at level 4.

#### **Math 2021-22**

- 71% of grades 3-5 were at levels 1 and 2.
- Overall, 42.20% of 3<sup>rd</sup> to 5<sup>th</sup> graders were at level 1, 28.70% at level 2, 18.81% at level 3, and 10.09% at level 4.

#### **2018-19 vs. 2021-22 Comparison**

- ELA had a small dip of -0.83%.
- Math slid by -11.81%.

#### **2020-21 vs. 2021-22 Comparison**

- ELA improved by +9.57%.
- Math gained +5.66%.

Principal Garduño Fletes attributed the improvement with in-person instruction and the addition of three Reading Specialists working with the students.

#### **2022-23 English Learners**

- Total student population is 409
- Total EL levels 1-4 is 284
- 62% of students are ELs - the highest concentration of all nine District elementary schools
- 10% of ELs are newcomers (new to the country and starting in a US school for the first time)

### ELPAC Summative Data

ELs were at 11.27% proficiency in 2018-19. This dipped to 9.89% in 2021-22. The CA Dashboard shows that 43.4% of ELs are making progress towards English proficiency. 40.7% have progressed at least one level since last year, 37% maintained, and 19.6% decreased at least one level.

### Building the Spruce ES Community and Partnerships

Principal Garduño Fletes shared some events that have been held at Spruce ES this year including a science assembly, Spirit Days, Ruby Bridges Day Walk to School Day, Career Day, and Girls on the Run. The biggest highlights were the Winter Festival and Winter

Performance which were the first time parents were invited to the school since the pandemic began.

Partnerships include Science for Scientists, The Heal Farm Project, Project Read, and Every Kid Deserves a Bike Program. The Heal Farm Project invites 2<sup>nd</sup> and 3<sup>rd</sup> graders to their location in Half Moon Bay where kids learn where their food comes from and why it matters. Project Read parks their Learning Wheels truck at Spruce ES once a week to expose their families to books.

#### Moving Forward to 2023-24

- ELD Teacher (New position)
  - Flooding Model - specialists and support staff work in collaboration with classroom teachers
  - Implementing a master schedule to strengthen small group instruction for ELA and Designated ELD.
  - Reading Specialist intervention push in model
- Updated PBIS for 2023-24 school year - a PBIS committee has been working with the Santa Clara Office of Education to review the current PBIS model to clean it up and improve it.
- Further strengthening PTA
  - Membership up by 56 from 2021-22 to 2022-23, but not all are active

#### Team Acknowledgement

Principal Garduño Fletes thanked her team members for working at a Title 1 school and giving 200% every day. She challenged the Board to visit Spruce ES and ask students what the Cougar Norms are. Spruce Cougars are safe, responsible, respectful, and kind.

Student Trustee Torres said she briefly attended Spruce ES in the 5<sup>th</sup> grade, when she immigrated as an EL newcomer. “I hope you know what you do every day will be...lasting memories for these kids and even as it's hard, it's all worth it and I'm sure you know that...”

Trustee Richardson thanked Principal Garduño Fletes for her presentation and her smile which carries the whole school. She visited Spruce ES and saw the TK kids acclimating to the site. She enjoys seeing the attendance level in the 90's.

Trustee Amanda Anthony also thanked Principal Garduño Fletes for her presentation. She said, “I'm really glad the school has you. I can see you're building and supporting a culture of inclusion and respect, and welcoming. And I think that that is really important and really wonderful, especially for our newcomers, but for every student, it is incredible that you are doing so well with attendance when most of our schools are not doing that well. Thank you for making it a community that your students and families want to be a part of.”

Vice President Patricia Murray told Principal Garduño Fletes her report was great. She appreciates her work towards everything she does, towards helping every single student, and making newcomers feel included. “When I was there campaigning...you were out there in the morning...saying hi to the kids and the parents and everybody knew you. That's just such a great indication of the community in a campus. So thank you very much.”

Trustee Daina Lujan thanked Principal Garduño Fletes for the presentation and the honest look at the data. “I wanted to also thank you for the time you have clearly spent unpacking the data and thinking about each child as an individual.” She said she is excited to hear about the impact of the flooding instructional model as well as push-in support. “You clearly have united a community, and I'm grateful that you're there, I'm grateful the way the staff [and] families have come together. Clearly it's a school where every child matters.”

President Chialin Hsieh thanked Principal Garduño Fletes for a wonderful presentation. She said the growth in the Spruce ES PTA from 30 to 86 people is amazing and that the school's leadership and staff encourage parents to be a part of that. She echoed all the compliments from her fellow Trustees.

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

**O. CONSENT AGENDA**

MOTION #65 (Lujan/Murray) to approve Item 1a, Children's Center CSPP PS 2022-23 QRIS block grant; Item 1b, Children's Center CSPP Subcontractor 2022-23 QRIS block grant; Item 2a, Certificated Personnel Assignment Order; Item 2b, Classified Personnel Assignment Order; Item 3a, 2022-23 fundraising events; Item 3b, Professional service agreements under \$25,000. Motion Carried. (Unanimous)

**INFORMATION/DISCUSSION**

**1. HUMAN RESOURCES**

**a. Williams Uniform Complaints for Third Quarter Ending 3/31/23**

Dr. Spaulding presented the Quarterly Report on Williams Uniform Complaints for the quarter ending 3/31/23, 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.

## **PUBLIC HEARING – SSFCTA Additional Proposal**

The Board meeting was suspended to open a public hearing at 8:13 p.m.

### **SSFCTA Proposal to SSFUSD**

The South San Francisco Classroom Teachers Association (SSFCTA) proposal was presented to the South San Francisco Unified School District (SSFUSD) Board of Trustees for successor negotiations related to the Children’s Center. Dr. Spaulding said that following its initial proposal to the SSFCTA, the District reserved its right to negotiate an additional article. It is Article 18 for the Children's Center and includes compensation, teaching hours, calendar, vacation, site supervisor, teacher in charge, professional development, and leaves.

This Public Hearing provided an opportunity for members of the public to comment on the SSFCTA initial proposal.

There were no public comments made.

The public hearing was closed and the Board meeting resumed at 8:16 p.m.

## **ACTION**

### **1. ADMINISTRATION**

#### **a. Resolution No. 23-15 for Trustee Compensation**

MOTION #66 (Murray/Anthony) to adopt Resolution #23-15: To allow stipend payment for Trustee Lujan who was absent from the March 23, 2023 Board meeting. (AYES: Student Trustee Torres, Anthony, Hsieh, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

#### **b. Resolution No. 23-12 for Earth Day**

Trustee Lujan read the resolution.

MOTION #67 (Lujan/Murray) to adopt Resolution #23-12: In support of Earth Day. (AYES: Student Trustee Torres, Anthony, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

#### **c. Approval of Individual Board Member Annual Spending Accounts**

Dr. Moore provided some history to the spending accounts and said that in 2020 an informal Board member allowance was established for participating in opportunities within a reasonable budget. “Previously and currently the Board participates in several trainings, activities, and events. Some of these are professional learning while others may be

classified as more social gatherings and relationship building events. It was agreed that the costs for major professional learning events like the California School Boards Association annual conference, equity network meetings through the San Mateo County School Boards Association and Masters in Governance sessions, for example, would not be included in the budget. So in order to develop a clear understanding of what is most appropriate to participate in and the ideal allocated amount, the Board asked that this item be brought back to discuss what they wanted to provide themselves in terms of an annual spending limit for participating in individual professional conferences, activities, and/or advocacy events and the Board will have an opportunity to discuss and hopefully agree on the total annual allotment for Board workshops, trainings, and conferences outside of those major ones that I listed. The Board may also choose to discuss and decide whether to include or exclude additional fundraising events or social gatherings outside of whatever amount you may decide. The Board may want to consider discussing criteria which would make sense for attending out of State conferences. One consideration may be whether there's a direct connection of alignment to the goals and priorities of the District, whether attendance will help to increase Board members' knowledge or skills, [if it is] supportive of the equity, diversity and inclusion commitment and Board policy and whether or not you believe the topics, the amount to be spent or the impact makes sense based on the District's goals and priorities and the Board was also provided with various Board policies, bylaws, [and] administrative regulations, to just help inform your discussion and your decision."

Trustee Richardson asked who brought the issue forward. Trustee Lujan said it came up as a request since the item was not agendaized and therefore, could not be discussed by the Board on a previous agenda. It was a directive to add this topic to a future agenda.

Trustee Anthony clarified that on a past agenda, only a Trustee's request to attend a conference in Washington, D.C. was included. The Board discussed that specific visit and then had a secondary conversation on whether or not Trustees should have spending accounts and if so, how much each Board member should be allotted. Since this topic was not previously included, the Board could not talk about unless it was agendaized.

Vice President Murray said the CSBA Delegate Assembly conference in Sacramento, which she will be attending and representing the District, would be considered a regional event. Trustee Lujan stated that the current \$2,000 limit has worked well since it was implemented. She shared that while serving as a delegate during COVID, meetings were on Zoom and she did not have the expense of a hotel or registration fee. She said they should maintain the \$2,000 budget, but

allow for a specific item such as CSBA learning opportunities which align with the Board's advocacy work and District priorities to be discussed and approved above the budget.

Trustee Richardson said she was surprised to read that it is up to the superintendent to decide if a Board member could go. She has a problem with this since the superintendent might deny the conference and it should be a privilege for a Board member to attend if they want to. "I just wanted to clarify that a Board member can...confer with the superintendent but the choice should be left up to the member."

Dr. Moore noted that Trustee Richardson was referencing the Board policy that the superintendent and his or her designee will establish the process or the protocols. "Most often, any time we engage in travel or we participate in conferences, the Board follows the same policies and practices as the rest of the staff." The Board policy requires any out of State travel to be approved by the Board. Trustee Richardson said it was her understanding that Board approval would still be needed to attend various things even if they are within the \$2,000. Dr. Moore provided examples of events, within the County, for which Trustees receive invitations that have nothing to do with professional development, such as the Superintendent's luncheon, Kent Awards dinner, or a Chamber of Commerce gathering. Those are things for which the funds would be utilized. Conferences and such would be paid outside of the \$2,000 budget.

The Board recessed at 8:34 p.m. for a break and reconvened at 8:46 p.m.

President Hsieh recommended that the Board follow the Board policy, bylaw, and regulation concerning the spending accounts. The Trustees are the policymakers and need to follow those policies. Trustee Anthony said she agreed with that.

Trustee Lujan recapped the conversation with the following motion. "To approve continuing with the \$2,000 budget for social activities that Board members engage in, like SMCSBA dinners and the City events and those kinds of things, and outside of that bucket, the Board will also provide for an allowance for the Equity Network with SMCSBA, the CSBA Masters in Governance, Delegate Assembly, and the annual conference, and then create a space for activities that might involve out of State travel or professional learning that align to District goals that will be brought before the Board, and that Trustees also follow the Board policy so that way they are following the same rules they have envisioned for staff. And they put ourselves in alignment with what they are expecting of staff."

Trustee Richardson wanted to add one more item "...that basically the member decides which conference they would like to attend and approaches the administration with that request..." "And it's not up to the Board to say well you can't go to this conference. All around the State and the County, [if] the member wants to attend, it happens." Trustee Anthony asked and Dr. Moore confirmed that the Board must approve any overnight in-state conference. Trustee Anthony said if the Board is following the policy that they are setting, a similar Trustee request would need to be approved if under the \$2,000 limit. Trustee Richardson said she did not believe the Board should approve a training. President Hsieh noted that the individual member can always propose it and bring it to the Board for approval. Trustee Lujan said she heard Trustee Richardson ask that a Board member be able to select a learning opportunity without superintendent or Board decision, which is a contradiction to the motion she made.

Trustee Lujan restated the motion.

MOTION #68 (Lujan/Murray) to approve the Board continuing with the \$2,000 budget for social activities and networking events, and outside of that bucket, there is also an allowance for the Equity Network with SMCSBA, the CSBA Masters in Governance, Delegate Assembly, and the annual conference, and the Board creates a space for activities that might involve out of State travel or professional learning that align to District goals and it will be brought before the Board, and that Trustees also follow the Board policy so they are in alignment with the same rules that they are expecting of staff. Motion Carried (Unanimous)

Trustee Richardson asked why the Board would have to approve a conference with training if it is within the \$2,000 budget. Trustee Anthony stated that it would need to be approved by the Board because that is what the Board does for staff travel. "Under our current policies, we have to approve staff travel for in-state or out of state conferences. We are saying in this motion that we want to also approve our own Board travel under the same policies that the staff is abiding by, because we are the staff who is setting the policy and so we should also set the policy and also follow the policy. That is what our motion is saying."

Assistant Superintendent Keith Irish said all staff complete an application and it goes through a process of many steps, ending with him approving it. He checks if it is for professional learning within either a site priority within their SPSA, or a District priority. For any professional development opportunity for staff that is out of State, the Board has to approve it. That is the Board policy. Mr. Irish said he also looks if there is an equivalent professional learning opportunity that is cheaper in which case he will deny the request and approve

another location/opportunity instead. “So we do that because we have outlined that policy and we want to be fiscally responsible with this, and we're really careful with our professional development budget. It's in our LCAP, so Mr. O and the Business Services team...must approve it too. We check budget numbers so we can stay within our allocation.” Trustee Richardson told Mr. Irish she agreed that staff has their own set of protocols and norms which they must follow. The Board should be fiscally responsible and not overspend. However, she wants an exception for Trustees who want to advance their knowledge. “I just want you to understand that we would like to have that little bit of autonomy that has not been part of this...” She said in other districts, a Board member says they want to go and it's done. Mr. Irish said “This is just a system and process that we believe in. It's backed up by Board policy and administrative regulation. I'm not in disagreement, I'm just sharing what we do for staff and I consider all of us in this room staff.” “I was just clearly explaining what the process is, [that] any classified staff member, certificated staff member, District office administrator, [and] superintendent follows.

**d. Approval of Updated SSFUSD Governance Handbook**

MOTION #69 (Lujan/Murray) to approve the SSFUSD Governance Handbook, which was updated at the February 25, 2023 Board workshop. (AYES: Student Trustee Torres, Anthony, Hsieh, Murray; NOES: None; ABSTAIN: Richardson). Motion Carried on a 4-1 vote.

**2. EDUCATIONAL SERVICES**

**a. Approval of the Updated EL Master Plan**

MOTION #70 (Anthony/Lujan) to approve the EL Master Plan, with changes. Motion Carried (Unanimous)

**b. Approval of a New Course Implementation for the 2023- 24 School Year**

MOTION #71 (Murray/Lujan) to approve the implementation of a course of study in **Public Speaking and Debate** at ECHS in the 2023-24 school year. Motion Carried (Unanimous)

**c. Approval of Renewal of Special Education Contracts**

MOTION #72 (Murray/Lujan) to approve contracts with Unique, Spire, and Goalbook to provide students with standards based educational services. Motion Carried (Unanimous)

**d. Approval of Local Control Funding Formula (LCFF) Supplemental Funded Positions**

MOTION #73 (Anthony/Richardson) to approve the LCFF supplemental funded positions for 2023-24. Motion Carried (Unanimous)

**e. Approval of Department of Rehabilitation Contract Form and Adoption of Resolution #23-10**

MOTION #74 (Lujan/Murray) to approve the Department of Rehabilitation's contract signature authorization form and adoption of resolution #23-10, authorizing designated District personnel to sign. (AYES: Student Trustee Torres, Anthony, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

**3. HUMAN RESOURCES**

**a. Resolution No. 23-13 for Day of the Teacher**

Board Clerk Richardson read the resolution.

MOTION #75 (Richardson/Murray) to adopt Resolution #23-13: Designating Wednesday, May 10, 2023, as the California Day of the Teacher. (AYES: Student Trustee Torres, Anthony, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

**b. Resolution No. 23-14 for Classified School Employee Week**

Trustee Lujan read the resolution.

MOTION #76 (Lujan/Murray) to adopt Resolution #23-14: Designating May 21 to May 27, 2023, as Classified School Employee Week. (AYES: Student Trustee Torres, Anthony, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

**c. Resolutions No. 23-16 through 23-36 for Retirements**

MOTION #77 (Lujan/Murray) to adopt Resolutions #23-16 through #23-36: Honoring employees for their years of service to the District. (AYES: Student Trustee Torres, Anthony, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

The retirees are Jason Duchan, Judith Elder, Juan Fuentes, Bina Israni, Helen Kashevaroff, Bettyann Motylewski, Dolores Reinke, Jay Spaulding, Julie Tucker, Joan Walsh, Ma Venus Baylon, Martha

Chavez, Robert Furr, Silvia Grady, McCurtis Hogg, Michelle Kadlecik, Susan McCauley-Fountain, Nancy Pyle, Susan Sazio, Sahar Shihadeh, and Kit Yuen.

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

##### **a. Approval of a Proposal with HCI Systems, Inc. to Install a Fire Alarm System**

Trustee Anthony asked why the District needs to install the system if Serra Vista is not a site being used for children. Mr. O replied it is a Fire Marshal requirement to upgrade the system because it is too old and the property is leased to the Unitek Nursing School.

Trustee Richardson said she appreciates saving the building for the community since it is used by various local groups, is the District's training location, and will be this year's site for the Golden Apple/Retirement celebration. She inquired whether the District was still using an onsite person to stand watch 24 hours a day since the fire system is so outdated. Mr. O said the Fire Marshal is requiring the fire watch, but he has located another company for the work which is less expensive. She asked if Mr. O had received a commitment from Unitek that they will continue to use the facilities once the installation is made and approved by the Fire Marshal. He replied that they have not mentioned relocating and are actually looking for another property to expand the school.

MOTION #78 (Lujan/Anthony) to approve a proposal from HCI Systems, Inc., in the amount not to exceed \$95,062, for installing a new fire alarm system at the Serra Vista site. Motion Carried (Unanimous)

##### **b. Approval of Award of Contract for Tree Maintenance at Parkway Heights Middle School**

MOTION #79 (Murray/Lujan) to approve the award of contract to Arbortech, the lowest responsive, responsible bidder, in the amount of \$32,700.00, for tree maintenance at Parkway Heights MS. Motion Carried (Unanimous)

##### **c. Approval of a Proposal with CAW Architects, Inc. for the District Office Access Improvement Project**

Trustee Richardson asked if the Board would receive a rendering of what the project will look like. Mr. O confirmed that once the architect designs the ADA pathway, a drawing will be provided.

MOTION #80 (Murray/Anthony) to approve a proposal from CAW Architects, Inc. for professional services on the District Office Access Improvement Project. Motion Carried (Unanimous)

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

**April 27, 2023**

- Teaching and learning presentation - Monte Verde ES
- Presentation on Performance Management - College and Career Readiness
- Presentation on TOSAs
- Approval of designated representatives to CIF
- Approval of SPSAs
- Resolution honoring Asian Pacific American Heritage Month (May)
- Report on the SLO MOU and the recommendation for moving forward
- Approval of HVAC and roof replacement at Baden HS

**May 8, 2023 - Board study session** *(Board room)*

- Equity Network 2.0 discussion session #1

**May 11, 2023**

- Recognition for outgoing Student Trustee Torres
- Presentation on the SSF Education Foundation
- Approval of the Board meeting calendar for the 2023-24 school year
- Approval of Graduates - Baden HS, ECHS, SSFHS, and Adult Ed.
- Resolution for Fund 11 & Fund 14 account balances
- Approval of All City agreement for crossing guards for 2023-24

**May 25, 2023**

- Teaching and learning presentation - Alternative Education
- Presentation on Curriculum/S&S
- Presentation on the Facilities Department
- Approval of the Children's Center Program annual self-evaluation reports
- Approval for destruction of Disposable Class 3 records
- Information on May revision of the Governor's 2023-24 budget
- Resolution in support of LGBTQ+ Pride Month (June)

**June 3, 2023 – Special Meeting/Board Workshop** *(District Office)*

- Board self-evaluation

**June 8, 2023**

- Presentation on 2023-24 LCAP draft plan
- Presentation on 2023-24 Preliminary Budget
- Approval of School Services 2023-24 contract

- Public Hearing 2023-24 LCAP draft plan
- Public Hearing 2023-24 Preliminary Budget
- Approval of Local Indicators
- Approval of SMCOE Induction Program agreement for 2023-24
- Approval of Literably contract for 2023-24
- Approval of Board of Trustees Compensation increase for 2023-24
- Approval of Dairy Products IFB Rollover for 2023-24
- Approval of Fresh Produce RFP Rollover for 2023-24
- Approval of Commercial Food and Supplies award for 2023-24
- Approval of the Distribution of Processed USDA Foods Bid Rollover for 2023-24
- Resolution on Budgetary increases and year end transfers

**June 14, 2023 – Board study session** (*Board room*)

- Equity Network 2.0 discussion session #2

**June 22, 2023**

- Presentation on Daybreak Mental Health and approval of MOU
- Presentation on YSB Counseling and Safe School Advocates Services
- Presentation on the Facilities Department
- Approval of SMCOE Outdoor Education dates for 2023-24
- Approval of Children’s Center 2023-24 CSPP childcare contract
- Approval of Health Connected MOU for 2023-24
- Approval of Paper Education Company agreement for 2023-24
- Approval to increase facility use fees for 2023-24
- Approval to increase District rental/leasing rates for 2023-24
- Adoption of 2023-24 LCAP
- Adoption of 2023-24 Preliminary Budget
- Resolution on Education Protection Account Funds

**SUMMARY OF BOARD DIRECTIVES - None**

**GOOD AND WELFARE**

Trustee Richardson reported that SSF staff provided a tour of the new Civic Campus and while it will not be completed for another four months, she got an idea of how it will turn out. Yesterday she participated in a visit to the Children’s Center and was pleasantly surprised to see classrooms with students engaged so early in their education. “And I got a chance to walk around and look for myself about the situation with the parking space up there, and the way the parents were struggling to get around to picking up their children.” She noted that one of the classrooms will be relocated to Baden HS which will be an improvement at the site for picking up the students.

Trustee Anthony advised that the Big Lift is almost full and to sign up children who would qualify.

Vice President Murray shared that she attended many things recently including a tour of Parkway Heights MS and the Children's Center. It was her first visit to the Children's Center and she loved being with all the small kids, which fills her soul. She said Principal Lopez provided a wonderful presentation on what he is doing at PHMS. She really enjoyed attending the ACSA dinner with all the other Board members and Cabinet to support Dr. Moore on winning the Superintendent of the Year Award. The committee said they never considered another superintendent for the honor. "Once they started looking at who they might choose, there was nobody except you. Congratulations and thank you so much for all your work and everything you do. We appreciate it."

Trustee Lujan also participated in several events and added that she attended the PTA Council last week. The increase in the Spruce ES PTA membership was celebrated at that meeting. She hoped everything is going well with student testing and they are doing their best.

President Hsieh thanked Superintendent Moore for all she does and congratulated her on the ACSA wonderful award. She said they are lucky to have her leading the District.

Dr. Moore said she wanted to express her deepest and most sincere gratitude for the Board's support and was overwhelmed and humbled by the award. "I never feel like I'm doing enough and feel like there's always more I can do on behalf of our kids. I had to take it all in and appreciate that all of you were there. From the bottom of my heart, thank you so much for your time..."

**ADJOURNMENT - 9:24 p.m.**