

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Meeting of September 8, 2022

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 - 7:02 p.m.

A. CALL TO ORDER

B. ROLL CALL

Board Members: Mr. John Baker - Present
 Dr. Chialin Hsieh - Present
 Ms. Daina Lujan - Present
 Mrs. Patricia Murray - Present
 Mrs. Mina Richardson - Present
 Ms. Katrina Oller, Student Board Member - Present

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

C. PLEDGE OF ALLEGIANCE was led by led by Ponderosa ES student Justin Armanino. Principal Julie Erskine said Justin motivates other students with his enthusiasm and willingness to participate in all learning opportunities. He meets and exceeds classroom expectations with humor, kindness, and a joy for learning. His favorite subjects are math and PE and he is also an avid baseball player.

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 - President John Sanna thanked Vice President Mina Richardson, Trustee Chialin Hsieh, and Superintendent Shawnterra Moore for attending the Tuesday PTA Council meeting. He said the year is off to a good start with several PTAs having seasoned officers and others with new officers. The Council is working to make sure everyone has the tools they need to succeed. The PTA Officers' training is taking place next Tuesday night, virtually. No PTA meetings are being held in-person right now, but most units are looking at changing to in-person or on-site meetings or events and will work with principals to ensure the correct protocols are followed for everyone's safety. Mr. Sanna said that in this election year, there are school board candidates and a bond measure on the ballot. Accordingly, he reminded everyone that PTAs are apolitical and do not endorse candidates. If a topic or candidate is discussed during a PTA meeting, someone with an opposing view needs to be given an opportunity to voice their opinion. In this non-partisan situation, PTA will put the information out and their members can make decisions on their own.

G. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

South San Francisco Federation of Adult Educators - President Elizabeth Bales-Stutes thanked Dr. Moore for the opportunity to speak at the Welcome Back event and inform the community about Adult Ed. She noted that a new round of negotiations begins this year and shared statistics regarding the state of teacher pay in the U.S. She said, "In every state in this country, quote, teachers are paid less in weekly wages and total compensation than their non-teacher college-educated counterparts. The situation has worsened considerably over time. This financial penalty means fewer teachers can afford to keep working in our schools, and fewer college graduates are willing to enter the profession. We are already seeing the consequences of this situation in the desperate shortage of substitute teachers in our District." Ms. Bales-Stutes said the Milpitas USD has taken steps to ask parents to rent their spare rooms to teachers who cannot afford housing within 15 miles of that district. "We're faced with ongoing drops in enrollment and a significant budget deficit, but back in July, Governor Newsom signed a budget that included historic levels of funding for TK-12 school districts, meant in part, for pay raises and new hires." She said they will remember this as they go to the bargaining table.

South San Francisco Classroom Teachers Association - Vice President Shali Tapia, one of three CTA VPs, said she had been in the District for eight years, is currently an English Learner Teacher On Special Assignment (TOSA), and also a mother of two District students. She said SSFCTA leadership feels their concerns have gone unnoticed. Issues include: the report card window being reduced to a two-week time period which can be as little as four school days due to holidays and weekends, learning a new report card system, having more mandated trainings than ever without time given to them, and several elementary sites have

not yet received instructional materials to teach standard based curriculum including language arts, science and math. She said "...filing Williams complaints in order to get the basics of our students' requirements is not how teachers wanted to start the school year." Their bargaining team looks forward to negotiations in the next few months for "...safe working conditions, higher salaries, smaller class sizes, and other important supports." SSFUSD teachers are working harder than ever, and there exist opportunities in neighboring districts which offer signing bonuses upwards of \$10,000. "We know the District has the money to support us, and your staff needs it now more than ever. We do not want to lose teachers and staff to other districts that offer higher salaries. If our increase this year isn't in the double digits, the 3% increase over the past few years doesn't even begin to cover the costs of living." "We ask for you to commit to us and make us a priority."

California School Employees Association Chapter 197 - President Jolene Malfatti said California's quarter of a million classified employees work hard every day to provide students with the best educational experience possible and are critical to the communities. "Classified employees in our District continue to face stressful challenges every day, along with our teachers, with staffing shortages, increased workloads, and high cost of living in the bay area. I'm hoping to work with management to find ways to retain and support our current employees." She said morale is lower this year with classified personnel than she anticipated. The majority are still struggling with the financial burdens resulting from the pandemic. Ms. Malfatti stated that she is looking forward to working with administrators and Board members to "...reach out and find a way to support our classified staff and our teachers to retain them and support them in every way we can."

- H. **PERSONNEL COMMISSION** - Assistant Superintendent Jay Spaulding reported that the next Commission meeting will take place on September 19, 2022.
- I. **ITEMS FROM BOARD** - None
- J. **SUPERINTENDENT'S REPORT** (reported by Assistant Superintendent Keith Irish on Dr. Moore's behalf.)
 - a. **Back to School Nights** - Dr. Moore extended a heartfelt thank you to community members for their engagement and participation in the recent Back to School Night events this year. She appreciated their time in understanding more about what their children are learning. She also thanked the teachers and staff who "...who welcomed their families and presented helpful, engaging information."
 - b. **Mental Health grant** - SSFUSD, along with the SMCOE, the Redwood City SD, and the San Mateo Public Health Department are working together in the process of collecting data for a grant application. It is called a student behavioral health incentive program (SBHIP). "...the data required for the application includes representation from multiple stakeholder groups and a

combination of survey focus groups and other related sources for behavioral and mental health information.” The information covers this year and the last two years since 2020. Parents and staff will be receiving similar surveys which are due by September 19. Ed. Services will also send a survey to secondary students later this month. The grant application is due by the end of October and the District should hear the outcome in December or early January.

- c. **Strategic Plan** - SSFUSD has embarked on creating a strategic plan. The District has contracted with an organization to launch the plan. “...we truly believe that all children are entitled to an exceptional and equitable education, so we're going to use this opportunity to bring our community together to identify and prioritize what we believe will help us to achieve equity and excellence for all students in the District.” The process begins with creating a portrait of a graduate and what skills are needed by the time they graduate. “So that way, we can discuss and align our resources and set goals and put in action steps to engage in this process of continuous improvement through ongoing reflection.” The community’s help is needed in supporting the plan effort and providing input. “We want to work collaboratively to clearly define the impact we intend to achieve with our students...and your voices will be critical in this effort, especially since your children's education is a partnership between our schools and our family...we hope community members will be enthusiastically engaged in this important process for the District.”
- d. **Community Information Meetings on District Bond** - the Board has approved a local school bond measure, Measure T, which will be included on the November ballot. The District has hosted a few community meetings to share information about facility needs. Information on the measure, a recorded presentation, and frequently asked questions is available on the District website at <https://www.ssfusd.org/apps/pages/2022-bond>.

K. STUDENT TRUSTEE REPORTS

1. Katrina Oller, Fall Student Trustee and ASB President El Camino High School highlighted the following recent and upcoming events at her site: Two Spirit Days were held in August, with the first one being a Little Miss and Mister Day where students were able to create their own meme and put it on their t-shirts and the second was a Friday Night Light spirit day in anticipation of their first home football game last Friday; Club Rush took place August 28 to September 2 with 30 academic, service, cultural, and special interest clubs; the Drama department held auditions for this year's fall musical, *Annie*, last week; ECHS held their Back to School Night, their first in-person one since the pandemic, on Tuesday; Fall sports teams are starting to begin their season with the girls varsity volleyball team winning against their rival, SSFHS; and the next football game is Saturday at Lincoln HS.

2. Tania Torres, ASB President South San Francisco High School shared the following news from her school: Freshman elections also took place the week of August 22 and they welcomed new officers to the ASB class; The ASB Senior Commission held their annual Senior Sunrise last week on September 2 with various activities and their student photographer captured many meaningful memories; the Welcome Back Rally will take place tomorrow afternoon with their Hip-hop Club and Cheer team performing; Back to School Night took place last Tuesday with performances from the Jazz Band and Cheer; Club Rush is happening next week with around 30 clubs participating this year including many new clubs participating such as South City Soccer Club, Film Club, Polynesian Club, and Math Club; Earth club is holding a beach clean-up on September 17 and a Pet Food Bank Drive to help low income pet owners; Homecoming will take place the week of October 10, ending with the Homecoming Dance on October 14; and the Homecoming theme will be “Happy to Present You with the Grammys”, with each class taking a music genre as their subtheme.

Ms. Torres reported that the mural that was started last year by now alumna Brenda Gonzalez has been finalized. She said that it depicts various “...aspects of our South City community and most importantly our diversity and willingness to use our voices and unite as one towards the betterment of our community.”

L. PUBLIC COMMENTS - None

M. INFORMATION ONLY PRESENTATION

**a. Teaching and learning presentation:
Ponderosa Elementary School**

Principal Erskine shared educational priorities and programs at Ponderosa Elementary School. She also recognized the following parent volunteers who will receive certificates of appreciation from the Board: Jackie Chin, Cinthya Costakis, Heather Hefner, Cindy Ko, Nicole Longa, and Matt Sanford.

Assistant Superintendent Irish advised the Board that Principal Erskine would be sharing information from their CAASPP results, in English and Math. This information is not publicly available at this time, so only Ponderosa ES information can be shared and it cannot be compared to any other school, County, or State.

Demographics

Ponderosa ES is predominantly Hispanic/Latinx at 43%, followed by Asian at 22%, White at 16%, Filipino at 16%, Pacific Islander/Native Hawaiian at 2%, and Black/African American at 1%. Of the 346 total students, 53% are male, 47% are female, 20% are English Learners,

16% are students with disabilities and 4% are socioeconomically disadvantaged. They pride themselves on being a very inclusive campus and every student is a general education student first, and all students are included in everything.

Attendance (8/10 to 8/24/22)

The combined student groups had 96% attendance during this period. This includes both excused and unexcused absences. Principal Erskine noted that a small group of 14 students had an 84% attendance since two students were out during this period.

District LCAP Goals

Ponderosa ES is working on all four LCAP goals and is focusing on Academic Achievement. They constantly ask if they are supporting the District-wide goals.

CAR (Communication, Achievement, Relationships)

The SSFUSD car metaphor is a journey to excellence, providing students a superb learning experience by visiting classrooms daily, collecting walk through data and providing ongoing feedback to teachers and support staff. Principal Erskine said her site is focused on the steering wheel for where they are going and the gas tank that checks student progress toward goals.

Mission Statement

Principal Erskine said the Ponderosa ES community encourages and cultivates social and educational growth for all learners.

CAASPP 2022: All Students

The overall participation rate was 96%.

ELA - The combined scores for 3rd through 5th grade was 57% of students meeting or exceeding standard by grade level.

Math - The combined scores for 3rd through 5th grade was 45% of students meeting or exceeding standard by grade level.

CAASPP 2022 by Student Group

The highest performing groups in both ELA and Math were Asian and Filipino. In most categories, female students scored higher than their male counterparts.

Five Areas of Focus

These are common agreements at Ponderosa ES where staff agrees on what is important, what they share, and that these are in direct alignment with their LCAP goals. The Ponderosa ES community encourages and cultivates social and educational growth for all learners. Students are placed according to their needs and move to different small groups as they learn and grow.

1. Soul Shoppe and PAX (positive classroom behaviors)
2. Priority standards - emphasize is school-wide in all curriculum. Scope and Sequence is well developed in ELA and Math and students work towards the priority standards.
3. Common Language - academic language and also social language and supportive behavior.
4. Small groups - every student at the school is part of a small group, not just for intervention, but to get more individualized attention.
5. Formative Assessments and Dibels/Literably - common data used across all grade levels. Teachers plan together, using formative assessments and make classroom decisions that best support the students. They look at standards in various ways to accommodate different types of learners.

Principal Erskine shared photos of staff and students and thanked her paras, psychologist, speech and language pathologists, librarian, health techs, office staff, and grade teams. She said they have many SpEd classes and emphasized that every student is a Ponderosa ES student first.

Vice President Richardson thanked Ms. Erskine for her presentation and said she was very impressed that SpEd students are readily received by other students. She asked what disabilities are accepted into the school. Principal Erskine replied that their program is part of the District-wide SpEd program, so any student that meets one of the 12 Federal criteria are included. They have created a very inclusive environment and are proud of working on it together. Vice President Richardson thanked her for mainstreaming the children.

Trustee Patricia Murray said she was at Ponderosa ES on the first day of school and seeing the kids playing made this year feel very different. She appreciates the growth mindset on the campus, especially with the small groups which address each child.

Trustee Hsieh complimented Principal Erskine on her excellent presentation and said the photos vividly show the teachers teaching and students learning. The 96% participation rate is amazing and she appreciated Ms. Erskine's hard work and leadership. Dr. Hsieh asked about the Hispanic and male students having lower CAASPP scores. Principal Erskine replied that it is difficult to speak to a group of students as opposed to individuals and what they need. It is the educators' duty and obligation to meet them where they are and move them forward. She added that a shortcoming with CAASPP is that it does not show growth, but is a snapshot in time. Dr. Hsieh commented on the Board's Educational Equity Policy which means that each student receives what they need, when they need it to

develop to their full potential and principals are working toward that in Ponderosa ES and all District schools.

Trustee Daina Lujan thanked Principal Erskine for her presentation which highlighted the high standards for each student, but are also individualized for where the student is at. She said this was exemplified by the strategic responses through small groups and monitoring, to see what kind of progress students are making and how to respond once new data is available. This is the whole cycle of the inquiry-type model of responding to individual students. Trustee Lujan also appreciated how community was emphasized throughout the presentation. “It very clear that all students want to thrive, all the families support that, and the staff is united behind it.”

President John Baker noted that during his Ponderosa ES visits and in the presentation, there is an emphasis on social/emotional learning. He complimented Ms. Erskine’s great approach to PAX learning which is paying dividends. He referenced Dr. Hsieh’s question concerning the low Math scores and noted this disparity is throughout the District. He wants to find ways to support the Math curriculum better. Principal Erskine said they have put a lot of emphasis into Reading and it has improved, so some things they have done can be applied to Math as well.

N. PRESENTATION WITH POTENTIAL ACTION

PRESENTATION

1. BUSINESS SERVICES

a. Report on Year-End Unaudited Actuals

Assistant Superintendent Ted O presented the Unaudited Actuals Financial Report for the 2021-22 fiscal year ended June 30, 2022.

Unaudited Actuals - the District’s annual financial report of operations for the fiscal year which is the basis of the annual audit. The report is a statement of revenues, expenditures, and changes in fund balance.

Closing the Books - allows a district to prepare financial statements that give a picture of the financial status for the end of a fiscal year. This captures carryover as well as other future obligations. Independent auditors also audit the data, procedures, and practices used on the report.

Mr. O said, per Ed Code, the District is required to take the unaudited actuals report to the Board for approval on or before September 15.

The report is then submitted to the San Mateo County Office of Education for verification of the mathematical accuracy of the statements. After that, the District's independent auditors review the books and prepare the annual audit report.

2021-22 General Fund - Actual Revenues

- The General Fund is the District's main operating fund.
- The categories are consistent throughout the State of California.
- Being a Basic Aid district, SSFUSD's bulk of its revenue comes from LCFF sources, mostly property taxes.
- Restricted funds must be used for specific purposes such as Categorical Programs, Title 1, 2, 3, Special Education programs and other parts of Federal and State stimulus funds including the ESSER funds. These funds may not be used to provide salary increases for employees.

Unrestricted	Restricted	Combined
\$104,473,594	\$27,991,226	\$129,464,821

Combined Revenues - 81% of the District's total revenue came from LCFF funding.

2021-22 General Combined Revenues

<u>Revenues</u>	<u>Dollar amount</u>	<u>Percentage</u>
LCFF Revenue	\$104,711,928	81%
Federal Revenue	\$ 7,371,754	6%
Other State	\$ 13,503,634	10%
Other Local	\$ 3,864,204	3%
Transfers In	\$ 13,301	0%
TOTAL	\$129,464,821	

2021-22 General Fund – Actual Expenditures

- The State requires expenditure categories to be consistent throughout the State, just like revenue.

Unrestricted	Restricted	Combined
\$87,542,294	\$47,495,986	\$135,038,820

Unrestricted Expenditures - Services and Other Operating categories include insurance, utilities, copiers, phone systems, audit and legal fees, etc. There is a difference of \$14M more in unrestricted revenue vs. unrestricted expenditures. This is part of the \$23.7M general fund contribution through the Special Education program, which is approximately \$19.8M. Also, the State required contribution to the Facilities maintenance program is about \$3.9M.

2021-22 General Combined Expenditures

<u>Expenditures</u>	<u>Dollar amount</u>	<u>Percentage</u>
Certificated	\$ 55,039,554	41%
Classified	\$ 19,823,404	15%
Benefits	\$ 32,755,110	24%
Books and supplies	\$ 4,707,287	4%
Services	\$ 18,539,941	14%
Capital Outlay	\$ 356,429	0%
Other Outgo	\$ 1,907,234	1%
Transfers Out	\$ 1,919,321	1%
TOTAL	\$135,038,820	

2021-22 General Fund Summary

The combined projected ending fund balance, before the State required designations and District designations, is approximately \$40.9M. The \$4.9M in undesignated reserve will be needed to balance the budget for the current year and the next two years unless the District receives additional revenue.

General Fund Summary	2021-22 Unrestricted	2021-22 Restricted	Total
Revenues w/Contribution	77,783,400	51,668,120	129,451,520
Interfund Transfer In	13,301	-	13,301
Total Sources of Funds	77,796,701	51,668,120	129,464,821
Expenditures	87,442,294	45,676,665	133,118,959
Interfund Transfer Out	100,000	1,819,321	1,919,321
Total Usage of Funds	87,542,294	47,495,986	135,038,280
Net Increase/Decrease In Fund Balance	(9,745,593)	4,172,134	(5,573,459)
Beginning Fund Balance	31,669,911	14,833,032	46,502,943
Projected Ending Fund Balance	21,924,318	19,005,166	40,929,484
Nonspendable	217,567	-	217,567
Restricted (Program Carryovers)	-	19,005,166	19,005,166
Committed	-	-	-
Assigned/Designated			
Various Designations *	10,059,154	-	10,059,154
Unassigned/Unappropriated			
Designated for Economic Uncertainties	6,751,914	-	6,751,914
Undesignated Reserve	4,895,683	-	4,895,683
* Details provided on Slide 16			

Unrestricted Expenditures - The ending fund balance, before the State required designation and District designation, for the unrestricted

general fund is \$21.9M. About \$20K is considered non-spendable which includes inventory like prepaid items and revolving cash. \$10.1M is the amount set aside by the District for anticipated expenditures. About \$6.7M is the State required designations. SSFUSD is required to set aside 3%, but being a Basic Aid district, 5% is set aside to use the extra funds for cash flow purposes. The undesignated reserve of \$4.9M is needed to help the District balance its budget in 2021-22 and the next two years because the District is deficit-spending. This means the District is spending more than the revenue it takes in and the State requires a school district to have a balanced budget for the current year as well as the next two years. Mr. O noted that when he presented the 2021-22 adopted budget in June, he said the District had to remove the \$8.5M for property tax repayment in order to balance the budget for all three years. Without this remaining balance after they closed the books, the District could not balance the books.

Restricted Expenditures - The ending fund balance for the restricted general fund is \$19.0M. These are the restricted categorical program funds that need to be carried over into the following year and spent for their intended purposes. They are not funds the District can spend as it chooses. This amount is much larger this year due to carryover of one-time unspent stimulus funds that the District received. For example, the Expanded Learning Opportunity grant of about \$2.0M and \$4.1M in ESSER III funds have not been spent and were carried over.

General Fund Summary

	2021-22 Unrestricted General Fund
Assigned/Designated	
STRS/PERS Increases: 2025-26	200,000
STRS/PERS Increases: 2026-27	425,000
Property Tax Re-Payment - Litigation (Rough Estimate)	8,500,000
Carryover - Site Discretionary Funds from 21/22	554,144
Carryover - Site LCAP Funds from 21/22	126,010
Carryover - Other Program Funds from 21/22	254,000
	0
	10,059,154

District reserve designations - the \$10.1M are program carryover funds from the prior year for anticipated expenditures. They will be removed from the designation in the 1st interim.

General Fund Summary Comparison (Unrestricted)

General Fund (Unrestricted)	2021-22 Estimated Actual	2021-22 Unaudited Actual	Change
Revenues (with contributions)	75,826,839	77,783,400	1,956,561
Interfund Transfer In	13,301	13,301	-
Total Sources of Funds	75,840,140	77,796,701	1,956,561
Expenditures	86,963,785	87,442,294	478,509
Interfund Transfer Out	100,000	100,000	-
Total Usage of Funds	87,063,785	87,542,294	478,509
Net Increase/Decrease In Fund Balance	(11,223,645)	(9,745,593)	1,478,052
Beginning Fund Balance	31,669,911	31,669,911	-
Projected Ending Fund Balance *	20,446,266	21,924,318	1,478,052
* Before District and State Required Designations			

Mr. O said this is a comparison of the estimated actuals, what they anticipate District revenue and expenditures will look like when they close the books, and unaudited actuals after they close the books. They prepared the estimated actuals at the end of May with the adopted budgets for next year. This is only for the unrestricted general fund, because these funds are not restricted for a specific spending purpose. They were not far off, very close to 1% of the total expenditures budget for the year.

Other Funds

The State requires districts to track specific expenditures in different funds such as Nutrition Services in the Cafeteria Fund 13 and Fund 11 for the Adult Education program.

Areas of Concern:

- STRS/PERS Increases
- Increases in Special Education Costs
- Re-payment of property taxes due to litigation
- Aging facilities with increasing cost to repair/replace
- Declining Student Enrollment
- Shortage of teachers, nutrition service workers, substitutes and other staff
- Global supply chain crisis
- Increasing cost for goods and services (Inflation)
- Positions paid with one-time stimulus funds
- Impact of possible recession
- Potential impact of new COVID-19 Variant on the economy
- Cost of Universal Transitional Kindergarten Program

Next steps

December 2022

- 1st Interim report for 2022-23

January 2023

- Audit report for 2021-22
- Governor's Proposed 2023-24 State Budget Release

Trustee Murray thanked Mr. O for the work he and his team did and for making the presentation understandable.

Vice President Richardson asked about a grant which the District was going to apply for and if the funds were allocated already. Mr. Irish said the District is in the process of applying for a mental health grant, which is due at the end of October. He, along with Dr. Moore, Dr. Hew, and the San Mateo Public Health Department are collecting information for a needs assessment and sharing survey data with representations on the committee. The amount of the award depends on what other counties are doing as well, so the exact amount is not yet known. He will continue to update the Board as information is received. For the UTK grant, the District has not been notified on that amount either. He thinks the grant will be about \$200K. President Baker asked if SSFUSD, a basic aid district, will get anything from the UTK grant. Mr. Irish said the grant we applied for was for the implementation and right now there is no funding for the additional teachers or if we added additional programs, the funds are being taken that out of the general fund.

Trustee Lujan thanked Mr. O for the work that went into the financial report and presentation. This made the report very understandable. She expressed concern about the District deficit spending which is not sustainable, especially with declining enrollment and rising costs. She noted that districts are struggling with using agencies to fill positions as opposed to hiring employees. She thanked staff for pursuing grant funding, especially in light of the deficit spending. This grant funding, while it is a categorical fund, is another funding stream.

Trustee Hsieh also thanked Mr. O for providing an excellent presentation. She echoed Trustee Lujan's comments regarding deficit spending, which is worrisome.

President Baker referenced the General Fund Summary slide and pointed out the ending fund balance. He noted that people say the District is hoarding cash, but the \$6.7M in designated reserve and the \$4.8M in undesignated reserve, means there is \$11.6M if anything goes wrong. \$5.5M more was spent last year than the District took in and if this were to happen two more years in a row without increased

income, the District could be on the verge of going bankrupt. President Baker thanked Mr. O for the thorough and understandable report. He does not want to cut programs, but wants to find additional cash to serve students where needed. In particular, he wants to maintain the mental health counselors who were paid through one-time funds during the pandemic. He also wants to fund great retirements for deserving teachers and staff. This is important to attract and retain employees who want to work here. Mr. O added that the \$11.6M in reserve looks like a lot, but it barely covers less than three months of payroll.

ACTION

1. BUSINESS SERVICES

a. Approval of Unaudited Actuals Report

MOTION #27 (Richardson/Lujan) to approve and authorize the submittal of the 2021-22 unaudited actual financial operating results of all District funds to the San Mateo County Office of Education. Motion Carried (Unanimous)

O. CONSENT AGENDA

Vice President Richardson asked about an item in #4C regarding the removal of concrete at Parkway Heights MS. Mr. O replied there was some broken concrete which posed a safety hazard. The removal needed to be addressed right away so no student was hurt due to the sharp edges.

MOTION #28 (Murray/Lujan) to approve Item 1a, Minutes to the regular Board meeting, August 11, 2022; Item 1b, Minutes to the special Board meeting, August 19, 2022; Item 1c, Childcare Careers contract for 2022-23; Item 2a, ECHS staff to attend the Junior/Senior prom in San Francisco, CA; Item 2b, Sustainable Future Outdoor Academy agreement for October 2022 field trips; Item 3a, Certificated Personnel Assignment Order; Item 3b, Classified Personnel Assignment Order; Item 4a, Gifts to the District, August 2022; Item 4b, 2022-23 fundraising events; Item 4c, Professional service agreements under \$25,000. Motion Carried. (Unanimous)

INFORMATION/DISCUSSION

1. ADMINISTRATION

a. Discussion of Community Forum Topic

The Board discussed potential topic(s) for the District's Community Forum being held on October 20, 2022.

Trustee Murray suggested safety needs on some campuses. She noted that a few years ago, the Ad Hoc Safety Committee discussed fencing at the sites as a safety measure. She would like to have a larger discussion on this. President Baker suggested talking about safety protocols or maybe the safety infrastructure that can be put in place.

President Baker recommended a discussion on infrastructure in general such as the most urgent five or ten needs which need to be taken care of whether or not Measure T passes. The Board can prioritize the needs whether or not the District gets the bond money. Trustee Murray said infrastructure was a topic she was considering.

President Baker confirmed the topics will be safety which will segue into a discussion on District high priority infrastructure needs and some of those may align with each other.

In response to Vice President Richardson's question, President Baker said Community Forums generally deal with two topics for 45 minutes each and the entire meeting is usually less than two hours.

2. HUMAN RESOURCES

a. Board of Trustees' Appointment to the Personnel Commission Process

Dr. Spaulding advised the Board that current Personnel Commissioner Reem Nasrah has declared that she would like to serve at the Board's representation for another three years.

MOTION #29 (Hsieh/Lujan) to approve putting forward Ms. Reem Nasrah as the Board's candidate for their representation on the Personnel Commission and vote on her appointment at a subsequent meeting. Motion Carried (Unanimous)

PUBLIC HEARING – SSFUSD Additional Proposal

The Board meeting was suspended to open a public hearing at 8:21 p.m.

The South San Francisco Unified School District (SSFUSD) proposal was presented to the South San Francisco Classroom Teachers Association (SSFCTA). Dr. Spaulding said that following its initial proposal to the SSFCTA, the District reserved its right to negotiate an additional article. The second one for bargaining this session is Article 13 concerning evaluations as the District is moving forward with a different evaluation system.

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

There were no public comments made.

The public hearing was closed and the Board meeting resumed at 8:22 p.m.

ACTION

1. ADMINISTRATION

a. Resolution No. 22-56 for Hispanic/Latinx Heritage Month

Board Clerk Lujan read the resolution in English and Vice President Richardson read the Spanish version.

MOTION #30 (Lujan/Murray) to adopt Resolution #22-56 (English and Spanish versions): Honoring Hispanic/Latinx Heritage Month. (AYES: Student Trustee Oller, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

The Board recessed at 8:30 p.m. for a break and reconvened at 8:40 p.m.

b. Nomination(s) for CSBA Directors-at-Large

There was no motion to nominate Board member(s) for the CSBA Directors-at-Large positions for Asian American and Hispanic.

c. Approval of District's Updated Board Policies

President Baker said he and Dr. Hsieh worked on these policies while serving on a previous Board Policies and Bylaws committee. He requested that #4, BP 3515.3 - District Police/Security Department be pulled and re-agendized at a later meeting since changes made were not reflected in this version.

Vice President Richardson said she had not read #5-#7 and inquired about a second reading. President Baker said the motions include the waiver of a second reading since another set of policies would be in the next Board agenda for approval. She said she would abstain from voting on these three policies.

MOTION #31 (Richardson/Murray) to approve #1-#3 of the District's updated Board Policies listed below and waive a second reading. (AYES: Student Trustee Oller, Baker, Hsieh, Lujan, Murray; Richardson; NOES: None). Motion Carried. (Unanimous)

1. BP 3110 - Transfer of Funds
2. BP 3230 - Federal Grant Funds

3. BP 3452 - Student Activity Funds

MOTION #32 (Murray/Hsieh) to approve #5-#6 of the District's updated Board Policies listed below and waive a second reading. (AYES: Student Trustee Oller, Baker, Hsieh, Lujan, Murray; NOES: None; ABSTAIN: Richardson). Motion Carried on a 4-0-1 vote.

5. BP 3600 - Consultants

6. BP 6142.8 - Comprehensive Health Education

7. BP 7210 - Facilities Financing

2. EDUCATIONAL SERVICES

a. Approval of an MOU with the Boys and Girls Club of the Peninsula (BGCP) at Sunshine Garden ES

MOTION #33 (Lujan/Hsieh) to approve an MOU with the BGCP for an expanded learning program at Sunshine Gardens ES, for the 2022-23 school year. Motion Carried. (Unanimous)

b. Approval of an MOU with the Boys and Girls Club of the Peninsula (BDGP) for a SSFHS Future Grads Program

MOTION #34 (Murray/Richardson) to approve an MOU with the BGCP for the Future Grads High Quality College Success Program at SSFHS, for the 2022-23 school year. Motion Carried. (Unanimous)

c. Approval of the Consolidated Application and Reporting System Spring 2021 and 2022-23 Application for Funding

MOTION #35 (Lujan/Hsieh) to approve the Consolidated Application and Reporting System 2021 Data Collection and 2022-23 application for funding. Motion Carried. (Unanimous)

d. Approval of the Renaissance Learning Agreement Renewal

MOTION #36 (Hsieh/Lujan) to approve the renewal of the Renaissance Learning Inc. agreement to provide online instructional support in the areas of reading and math for the 2022-23 school year. Motion Carried. (Unanimous)

3. HUMAN RESOURCES

a. Resolution No. 22-59 for Retired Certificated Teachers to Return Earlier to Serve as Certificated Substitutes

President Baker said this is a great program which is a one-time waiver from the Governor. Usually anyone who retires from a district has to wait six months before they can sub again. With the District's sub shortages, it should provide a few more options. Dr. Spaulding confirmed this is waiver is only for the 2022-23 school year.

MOTION #37 (Lujan/Murray) to adopt Resolution #22-59 to enable recently retired certificated teachers to return earlier than 180-calendar day separation-from-service requirement to serve as certificated substitutes in SSFUSD. (AYES: Student Trustee Oller, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

b. Approval of a Provisional Internship Permit #1

MOTION #38 (Murray/Lujan) to approve the Provisional Internship Permit (PIP) for Jonah Cabral, a certificated employee at Westborough MS, to allow this individual to be employed on the basis of the PIP. Motion Carried. (Unanimous)

c. Approval of a Provisional Internship Permit #2

MOTION #39 (Lujan/Richardson) to approve the Provisional Internship Permit (PIP) for Lauren Fox, a certificated employee at Martin ES, to allow this individual to be employed on the basis of the PIP. Motion Carried. (Unanimous)

4. BUSINESS SERVICES

b. Approval of Addendum to the Mills Montessori Lease Agreement

Vice President Richardson asked if the lease increase was 3% that the Board had approved a while back for all lessees. Mr. O replied that was correct and confirmed that they pay for their utilities.

MOTION #40 (Hsieh/Lujan) to approve the addendum with Mills Montessori to extend their lease agreement for an additional seven years. Motion Carried (Unanimous)

c. Approval of Denial of Claim

MOTION #39 (Murray/Lujan) to approve the denial of a claim and referral to the District's insurance carrier. Motion Carried (Unanimous)

d. Resolution No. 22-57 GANN limits

MOTION #41 (Murray/Lujan) to adopt Resolution #22-57: Certifying the actual Gann Limit for 2021-22 and the estimated Gann Limit for 2022-23. (AYES: Student Trustee Oller, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None) Motion Carried (Unanimous)

e. Approval of Professional Services Agreement for Facilities Consulting Services

MOTION #42 (Hsieh/Murray) to approve the 2022-23 professional services agreement, in an amount not to exceed \$48,000, with K12 School Facilities consultant, William Savidge, for facilities consulting services. Motion Carried (Unanimous)

f. Approval of Change Order #1 to the Tri-Valley Excavating Agreement for the Alta Loma MS Drainage Repairs Project

MOTION #43 (Lujan/Hsieh) to approve Change Order #1 to the Tri-Valley Excavating agreement for the drainage repairs project at Alta Loma MS. Motion Carried (Unanimous)

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

September 22, 2022

- Teaching and learning presentation - Alta Loma MS
- Skyline Middle College Presentation
- Presentation on Fiscal Services Department
- Presentation on suspensions/expulsions/law enforcement contact data
- Update on enrollment for the 2022-23 school year
- Resolution honoring Filipino American History Month (October)
- Approval of the Board Governance calendar for 2022-23
- Approval of Migrant Ed MOU
- Resolution for California Week of the School Administrator (October)

October 6, 2022

- Teaching and learning presentation - Buri Buri ES
- Presentation on Genentech and Science
- Williams report for 3rd quarter ending 9/30/22
- Update on OpTerra Energy solar savings
- Public hearing and appointment of Personnel Commissioner as Board's representative
- Resolution honoring Native American Heritage Month (November)
- Approval of Local Indicators
- Approval of ESSER III Expenditure Plan for 2023-24

October 20, 2022 - Community Forum

- Safety
- District high priority infrastructure needs

November 17, 2022

- Teaching and learning presentation - Westborough MS
- Presentation on Assessment/Accountability (CAASPP, CAST)
- Update on Safe School Plans
- Public Hearing on Educator Effectiveness Block Grant

December 15, 2022

- Resolution ratifying November 8 election
- Ceremonial Oath of Office for new Board members
- Board of Trustees reorganization
- Resolution honoring outgoing Board President
- Selection of Trustees to District sub-committees/committees
- Teaching and learning presentation - Parkway Heights MS
- Presentation on Performance Management - CTE
- Presentation and approval of First interim budget report “positive certification”
- CSBA Delegate Assembly nomination(s)
- Approval of the Effectiveness Educator Block Grant
- Approval of 2023 Summer School Program

January 19, 2023

- Recognition for outgoing Student Trustee Oller
- Teaching and learning presentation - Junipero Serra ES
- Teaching and learning presentation - Skyline ES
- Presentation on Induction
- Audited actuals report for the fiscal year ended June 30, 2022
- Approval of SARCS
- Williams report for 4th quarter ending 12/31/22
- Resolution honoring African American History Month (February)
- Approval of 2023 Young Audiences Professional Development MOU

February 9, 2023

- Introduction of new Student Trustee Torres
- Teaching and learning presentation - Sunshine Gardens ES
- Presentation on Performance Management - Special Education
- Approval of DTS contract for 2023-24
- Approval of implementation of Science for Scientists for 2023-24
- Update on Governor’s 2023-24 budget proposal

February 23, 2023

- Teaching and learning presentation - Los Cerritos ES
- Teaching and learning presentation - Children's Center
- Performance Management - English Learners
- Presentation on supplement to the annual LCAP update for 2022-23
- Resolution for Women's History Month (March)
- Resolution for Red Cross Month (March)
- 2023 CSBA Delegate Assembly election
- Approval of declaration of need for fully qualified educators, 2023-24

SUMMARY OF BOARD DIRECTIVES - None

GOOD AND WELFARE

Trustee Lujan thanked everyone for their work in organizing successful back to school nights and it was great that so many families attended them.

Dr. Hsieh said she participated in the Back to School Nights by visiting SSFHS and ECHS. She enjoyed seeing parents and students and their energy was positive and exciting.

Vice President Richardson reported that she Zoomed five Back to School Nights. At Martin ES children came to school with tablets charged and were entering a new generation of learning. At Junipero Serra ES, Principal Sampayan was warm and welcoming to everybody, including the 200 parents who showed up. She then went to Monte Verde ES and Ponderosa ES, followed by SSFHS the next day where Principal Asbra also welcomed participants. She visited the ECHS campus where Principal Briano welcomed parents. She also attended the Youth Town Hall meeting with President Baker, Superintendent Moore, and City leaders.

Trustee Murray reported that she attended a ribbon cutting for the renaming of the Community Learning Center for Gene Mullin. He worked as a teacher in the District, a City Council member, and Assembly member and passed away last year. She said "...he put his heart and soul into the Community Learning Center and into elevating the voices of our youth." She enjoyed returning to school visits in-person yesterday at Monte Verde ES and Westborough MS.

President Baker acknowledged the ribbon-cutting and dedication of the Learning Center for former SSFHS teacher Gene Mullin. As one of the speakers at the ceremony, he said "...all of us have had that one teacher in life that inspired them and for many in SSF, that teacher was Gene Mullin so it was appropriate that the City and school building was named after him." He also met with the new SSFCTA President and discussed what is on the mind of District teachers. When speaking at the Youth Town Hall, he said "I basically told the students in attendance, you know, if you want boba, you've got to fight for your boba and if others aren't getting their boba, you have to make sure they get their boba." President Baker reported that he attended all four sessions on the bond and facilities needs and if the bond does not get passed, many District

facilities needs in our District are going to require a significant amount of money from the budget to take care of them. He also attended a Warriors game against Kennedy High in Richmond recently and there was a lot of enthusiasm which has been missing over the last few years.

ADJOURNMENT – 9:05 p.m. in memory of

- **Larry Bissen**, a former District employee of thirty years who passed away recently. He taught English and Reading at SSFHS, ECHS, and Baden HS and concluded his career as a BTSA New Teacher Advisor. He was a champion of serving at risk students.
- **Jerry Lewis**, a long-term Westborough MS teacher. He taught 7th grade Social Studies and was an Honors Advisor.
- **Steve Carson**, another long-term Westborough MS teacher who passed away over the weekend. He taught 6th grade Social Studies and English.